

MINUTES OF THE NEENAH WATER WORKS COMMISSION
Regular Meeting
October 16, 2017
Hauser Room, City Hall

Present: Commissioners, Smaby, Schmeichel, Boyette, and Director Taylor

Excused: President Kaufert

Also Present: City of Neenah Assistant Comptroller Kahl

Commissioner Smaby called the meeting to order at 4:32 p.m.

Minutes September 2017 – Following discussion, **M.S.C. Boyette/Schmeichel to approve the September 18, 2017 Regular Meeting Minutes.** All voting aye.

Invoices September 2017 – The Commission questioned invoices from TDS Metrocom, and security camera purchases from Amazon.com.

The Commission asked if there has ever been a market comparison of telephone service providers. Director Taylor explained that the Water Utility uses the same telephone service provider that the City does. The Commission asked Director Taylor to check with the Information Services Department and report back. The Utility purchased additional pan, tilt, zoom (PTZ) security cameras for the Water Filtration Plant through Amazon.com.

Following discussion, **M.S.C. Schmeichel/ Boyette to approve the invoices for September 2017.** All voting aye.

Appearances – None

2017 – 3rd Quarter Financial Report – Director Taylor presented the report. Assistant Comptroller Kahl explained the Comparative Income Statement for the period. Total Operating Revenues for the period are down when compared with the same time-period in 2016. Total Operating Expenses are down in comparison. Net Income has increased.

Regarding the Comparative Balance Sheet, Assistant Comptroller Kahl informed the Commission that the refunding of the 2007 Bond Issue in August 2017 has temporarily increased the total “cash on hand” by approximately \$823,037.00. That amount is also reflected as an increase in the Revenue/Refunding Bonds line under “NonCurrent Liabilities”. Those totals will decrease by the same amount when the December 2017 bond payment is made.

Following discussion, **M.S.C. Schmeichel/ Boyette to accept the 2017 3rd Quarter Financial Report.** All voting aye.

Proposed Woodenshoe Road Development – Director Taylor presented the Development Agreement for Woodenshoe Road. The Commission expressed concern with the proposed addition of more “dead-end” distribution main. Director Taylor explained the development proposal in relationship to the existing Liberty Heights Subdivision distribution water main. The Commission discussed water main upsizing for future developments and potential opportunities to loop the distribution system.

Director Taylor reminded the Commission that the cost difference for oversizing the distribution main from 10" to 16" is reimbursable, and by doing so, would create a deferred assessment. Future deferred assessment payments will be realized when property in the area annexes into the City of Neenah and connects to the water main.

Following discussion, **M.S.C. Schmeichel/ Boyette to approve the installation of the 16" distribution main on Woodenshoe Road, South of CTH G, and to compensate the Developer for the cost of oversizing the pipe from 10" to 16"**. All voting aye.

Water Utility Replacement Reserve Allocations – Director Taylor presented an updated Replacement Reserve Account. The proposed reserve amounts do not take the present fund balance in to consideration. The Commission directed Director Taylor to adjust the current fund balance to levels that reflect the needs of the Utility, and then recalculate the allocation of funds as needed. **No Action Taken**

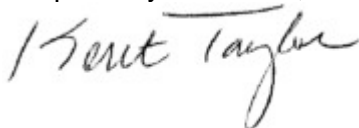
Director's Report

1. Leak Report: An error was identified in the Utilities lost water calculation. The revised leak calculations for the year will be presented at the next meeting.
2. Chemical Feed & Delivery System Update: The Public Service Commission of Wisconsin has preliminarily approved the project.
3. Geographical Information System (GIS) Update: Notebooks for the distribution employees have arrived. Set-up of the notebooks will take place over the next week.
4. Sludge Lagoon Dredging Update: United Liquid Waste was able to find agricultural property to dispose of the lime sludge. To date, approximately 25% of the lime sludge from the west lagoon has been removed and disposed.
5. Towerview Water Tower Update: Specifications for the Towerview Rd. rehabilitation are complete. The project is ready for advertisement.
6. The next Water Commission Meeting is scheduled for November 20, 2017.

Storm Water Report – No Action taken.

Adjournment – **M.S.C. Schmeichel/Boyette adjourn at 5:29 p.m.** All voting Aye.

Respectfully submitted,



Kent Taylor, Director
Neenah Water Utility