

## MINUTES OF THE NEENAH WATER WORKS COMMISSION

Regular Meeting – July 15, 2019

The Hauser Room – City Hall

**Present:** President Kaufert; Commissioners: Schmeichel, Smaby, Lang; and Director Mach

**Excused:** Commissioner Boyette

**Also Present:** Assistant City Comptroller Kahl

President Kaufert called the meeting to order at 4:31 p.m.

Approve Special Meeting Minutes for June 25, 2019 – Following discussion, **M.S.C.**

**Smaby/Schmeichel to approve the June 25, 2019 Special Meeting Minutes.** All voting aye.

Approve the Invoices for June 2019 – The Commission questioned invoices from Borsche Roofing Professionals, and charges from Corpro Companies, Inc., Martin Security Systems, and Affinity Health. Director Mach explained that the charge from Borsche Roofing was for the repair of the plant roof. The roof is subject to driving rains and other damage and was due for repair in several areas. The charge from Corpro Companies, Inc. was for the inspection of the Cecil St. Tower cathodic protection. The charge from Martin Security Systems is for the annual software license fee for the security system at the plant. As a number of employees have a CDL, they are subject to random drug testing. The charge from Affinity Health is for this service. New hires are also tested for drug and alcohol use.

Following discussion, **M.S.C. Schmeichel/Smaby to approve the June 2019 invoices.** All voting aye.

Appearances – None.

2<sup>nd</sup> Quarter 2019 Financial Report – Director Mach and Assistant Comptroller Kahl presented the 2<sup>nd</sup> Quarter 2019 Financial Report. The Utility is in good financial condition. Overall operating revenue has increased 1.4% as compared to the 2<sup>nd</sup> Quarter 2018, while overall operating expenses have decreased 0.6%. Interest income is significantly higher and interest expense on long-term debt has decreased. Net income for the 2<sup>nd</sup> Quarter 2019 is 10.2% higher than in the 2<sup>nd</sup> Quarter of 2018.

Following discussion, **M.S.C. Smaby/Lang to accept and place on file the 2<sup>nd</sup> Quarter 2019 Financial Report.** All voting aye.

Request to Extend the Deadline of Contract 1-19W – Director Mach presented a memo detailing the concerns United Liquid Waste Recycling, Inc., has expressed with the deadline of Contract 1-19W Removal and Disposal of Lime Sludge. The unusually wet conditions this year are the driving factor behind their request to extend the deadline for Contract 1-19W from December 31, 2019 to December 31, 2020. The Commission expressed concern regarding the overall cost of the contract and the amount of storage available. Director Mach indicated that there was one two-thirds full lagoon and one empty lagoon available. Other methods of utilizing the sludge are continuously being explored.

Following discussion, **M.S.C. Smaby/Schmeichel to extend the deadline of Contract 1-19W Removal and Disposal of Lime Sludge until December 31, 2020.** All voting aye.

Director's Report –

1. Non-Billable Water Report 10.11% (March, April, May) up from 5.01% (February, March, April).

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2. Change Order No. 3 for Chemical Storage and Feed Modification Project to August Winter & Sons, Inc. in the amount of (\$1,575.00). This change order was approved by the Board of Public Works at the June 25, 2019 meeting.
3. Pay Request No.3 for Contract 1-19 Miscellaneous Sewer and Water Main Construction and Street Construction on Caroline Street for \$0.00, Stevens Street for \$0.00, and 5th Street for \$29,328.00 to Carl Bowers & Sons Construction. This pay request was approved by the Board of Public Works at the June 25, 2019 meeting.
4. Pay Request No.3 for Contract 2-19 Miscellaneous Sewer and Water Main Construction and Street Construction on Stanley Street for \$124,212.50, Stanley Court for \$40,888.00, and Thomas Court for \$0.00 to Robert J. Immel Excavating, Inc.. This pay request was approved by the Board of Public Works at the June 25, 2019 meeting.
5. Pay Request No. 6 for Chemical Storage and Feed Modifications project to August Winters & Sons, Inc. in the amount of \$15,181.00. This pay request was approved by the Board of Public Works at the July 9, 2019 meeting.
6. Construction update: There is one section of Stanley Street that remains unaccepted until it passes bacteriological testing. Construction on Courtney Court should begin on or about July 22, 2019.
7. GIS / Asset Management System update: The Utility has chosen Graef as the provider for the GIS / Asset Management System. Staff have spent a great deal of time researching proposals to choose the provider with the best mix of offerings and service for the Utility.
8. DNR Sanitary Survey update: DNR staff have identified three deficiencies. These deficiencies will be corrected by the deadline and a follow-up letter will be sent to the DNR after completion.
9. Lead and copper sampling update. Of the thirty lead and copper samples taken, all were found to be compliant. The highest lead result was 4.9 ug/l.

The next Water Commission Meeting is scheduled for August 19, 2019.

Any Other Business That May Legally Come Before the Commission – None

Adjournment – **M.S.C. Smaby/Lang to adjourn at 5:16 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach  
Director, Neenah Water Utility