

AMENDED MINUTES OF THE NEENAH WATER WORKS COMMISSION

Regular Meeting – October 19, 2020

Council Chambers – City Hall

Present: President Kaufert; Commissioners: Schmeichel, Lang, Boyette (via telephone), and **Bauman**; Director Mach

Also Present: Deputy Director of Finance Kahl and Deputy City Attorney Westbrook

President Kaufert called the meeting to order at 4:35 p.m.

Approve Special Meeting Minutes for September 28, 2020 – Following discussion, **M.S.C. Lang/Bauman to approve the September 28, 2020 Special Meeting Minutes.** All voting aye.

Approve the Invoices for September 2020 –The Commission questioned the large amount of Water Refund Vendor entries and the invoice from Ruekert & Mielke. Director Mach referenced the tax-certification process and the somewhat cyclic nature of these transactions. Both the tenant and the landlord make payments for the Utility bill and this transaction reflects the refund. The invoice from Ruekert & Mielke is for the last engineering payment for the Industrial Tower reconditioning project.

Following discussion, **M.S.C. Schmeichel/Lang to approve the September 2020 invoices.** All voting aye.

Appearances – None.

Old Business/New Business

Request to Approve Draft Lead and Galvanized Water Service Line Replacement Ordinance – Director Mach and Deputy City Attorney Westbrook presented the Final Draft Ordinance for comments and Commission acceptance. Commissioner Boyette asked about the goal listed in Subsection (a)(3) and how there was no timeline for completion of the goal. Director Mach noted that the goal of eliminating lead contamination is an internal goal, but this goal is aligned with the goal of ensuring the well-being of the public. The Utility intends to remove as many lead services as possible each year, but does not want to unduly burden customers or the Utility. Commissioners asked whether the Utility would be taking on additional legal exposure with this ordinance. Director Mach and Deputy City Attorney Westbrook did not indicate there would be any foreseen additional legal exposure.

Following discussion, **M.S.C. Boyette/Bauman to approve the Draft Lead and Galvanized Water Service Line Replacement ordinance and refer said ordinance to the Common Council for codification.** All voting aye.

3rd Quarter Financial Report – Director Mach and Deputy Director of Finance Kahl presented the 3rd Quarter Financial Report. Highlights of the report include a shift of assets from unrestricted investments to cash on hand, a marked decrease in revenue from commercial and industrial customers, and an increase in net income for the period. Commissioners asked about the shift to cash on hand vs. investments. Deputy Director of Finance Kahl explained that the LGIP returns has been poor and holding the funds in a traditional account is the best choice for the time being. Commissioners then asked about the net pension liability. Deputy Director of Finance Kahl explained this expense as it relates to WRS performance and GASB 68 accounting requirements. The Commission asked why customer account expenses were up from 2019 to 2020. Director Mach explained the increases in supervision and IS expenses.

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Following discussion, **M.S.C. Schmeichel/Lang to accept and place on file the 3rd Quarter Financial Report.** All voting aye

Request to Proceed with Asbestos Abatement – Director Mach presented a memo detailing additional asbestos containing materials found in the plant. These items were not removed during the 2004 remediation. Three quotes were received by staff and the low quote is appropriate for this work.

Following discussion, **M.S.C. Boyette/Bauman to proceed with asbestos abatement at the plant for a cost not to exceed \$6,000.00. If the cost will exceed this cap, the Director will notify the Commission.** All voting aye

Request to Extend Water Main along Shootingstar Drive – Director Mach presented a memo regarding the City-owned lot located within the Town of Neenah and the intention of extending Shootingstar Drive through this lot to Armstrong Street. The work would not be completed unless the lot is annexed into the City and would be coordinated with other Public Works construction.

Following discussion, **M.S.C. Boyette/Schmeichel to approve extending water main along Shootingstar Drive.** All voting aye

Director's Report –

1. The Water Loss Report: Staff have been focusing leak detection efforts in the Schultz Drive area.
2. Pay estimate No. 3 for Contract 4-20, Water Main and Street Construction on Green Bay Road, Marathon Avenue and Tullar Road to Vinton Construction, Co Inc., Two Rivers, WI in the amount of \$268,092.10 for Water. Water Utility related work is complete.
3. Lagoon update: The dredging work is near completion.
4. The next Water Commission Meeting is scheduled for November 16, 2020.

Following discussion, **M.S.C. Boyette/Schmeichel to accept and place on file the Director's Report.** All voting aye.

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

Adjournment – **M.S.C. Boyette/Bauman to adjourn at 5:55 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility