City of Neenah
Waterworks Commission Agenda
and
Storm Water Citizen Advisory Board Agenda
Monday, November 16, 2026 at 4:30 PM
Hauser Room - Neenah City Hall
211 Walnut Street, Neenah WI 54956

I. Call to order

II. Roll Call

III. Public Appearances
Speakers must state their name and residential address and are allowed five minutes to speak on topics pertinent to the Waterworks Commission or Storm Water Board.

IV. Approval of Minutes
- A. Approve Special Meeting Minutes for October 12, 2026 (Attachment)

V. Unfinished Business
- A. Update on Oak Street Bridge Water Main Crossing Project
- B. Update on N. Water Street Pipe-Lining Projects
- C. Update from Public Service Commission
- D. Neenah Main Auto Body Invoice (Attachment)
- E. Waterworks Commission Approval Process (Attachment)

VI. New Business
- A. Approve October 2026 Invoices (Attachment)
- B. Receive and Place on File the 3rd Quarter Financial Reports (Attachment)
- C. Approve Updated 2027 CIP (Attachment)
- D. Approve Purchase of Sewerin SePem 155 Leak Detection System (Attachment)
- E. Storm Water Report - None
- F. Receive and Place on File Director's Report (Attachment)

VII. Announcements and Future Agenda Items

VIII. Adjournment

NOTICE: Pursuant to the requirements of Wis. Stats. Sec. 19.84 (Open Meeting Notice Law), a majority of the Neenah Common Council may be present at this meeting. Common Council members may be present to gather information about a subject on which they have decision-making responsibility. This may constitute a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call the Clerk's Office (920) 886-6100 or e-mail clerk@neenahwi.gov at least 48 hours prior to the scheduled meeting or event to request an accommodation.

MINUTES OF THE NEENAH WATER WORKS COMMISSION
AND
STORM WATER CITIZEN ADVISORY BOARD MEETING
Special Meeting – October 12, 2026
Hauser Room – City Hall, 211 Walnut Street, Neenah, WI

I. Call to Order

President Schmeichel called the meeting to order at 4:00 p.m.

II. Roll Call

Present: President Schmeichel; Commissioners: Borchardt, Bauman, and Pollnow; and Director Mach

Excused: Commissioner Hemes

Also Present: Director of Human Resources Barber, Deputy Director of Human Resources & Safety Schott, Director of Finance Rasmussen, and Alderperson Neuman

III. Public Appearances – None.

IV. Approval of Minutes

A. Approve Special Meeting Minutes for September 14, 2026 – Following discussion, **M.S.C. Pollnow/Borchardt to approve the September 14, 2026 Special Meeting Minutes**. All voting aye.

V. Unfinished Business – Commissioners asked for an update regarding water service to Menasha and an update on the Oak Street Bridge Water Main Crossing Project. Director Mach noted that staff did not receive any updates from the Public Service Commission as of the date of the meeting. No start date was determined for the Oak Street Bridge Water Main Crossing Project, but the Contractor did indicate they would likely request an extension of completion date change order in the near future.

VI. New Business

A. Approve September 2026 Invoices – Commissioners had questions about charges and invoices from Werner Electric Supply Company, Borsche Roofing Professionals, Inc., Neenah Main Auto Body, Inc., and PrimaData, LLC. Director Mach noted that Werner Electric is the supplier of the Rockwell Automation TechConnect service agreement. This support agreement was needed to download software and migrate licenses for the SCADA system. The cost of roofing repairs from Borsche Roofing has been forwarded to the insurance company. The Utility uses PrimaData to print and mail utility bills. Director Mach indicated he would report back to the Commission regarding the specifics of the invoice from Neenah Main Auto Body.

Following discussion, **M.S.C. Schmeichel/Pollnow to approve the September 2026 invoices**. All voting aye.

B. Approve Tuition Reimbursement Program – Director Mach and Deputy Director of Human Resources Schott presented memos regarding the program. The Human Resources Department stated that this program creates an internal inequity as the rest of the City departments do not have such a program. Human Resources staff agree that continued education benefits both the employee and the City as a whole, but currently there are no plans to create a tuition reimbursement program for the rest of the City. Commissioners discussed their understanding of private sector tuition reimbursement programs and their desire to ensure that the Water Utility remain competitive in the labor market. Some of the Commissioners expressed the desire to get the program started immediately versus waiting for additional information or research from the Human Resources Department.

Following discussion, **M.S.C. Pollnow/Bauman to approve the Neenah Water Utility Tuition Reimbursement Program with an effective starting date of December 1, 2026**. Commissioners Schmeichel, Pollnow, and Bauman voting aye. Commissioner Borchardt voting no.

C. Storm Water Report – None.

D. Receive and Place on File the Director's Report

1. Water Loss Report – Water loss is trending downward. Staff have been continuing with leak detection and repair efforts.

2. The following applicable items were approved at the September 24, 2026 Board of Public Works meeting:

   - Change Order No. 3, Contract 1-26, Utility and Street Construction on Elm Street, Reed Street, and Laudan Boulevard to De Groot. Inc., in the amount of $42,217.90. The total amount attributable to Water is $11,085.90.

   - Pay Request No. 5, Contract 1-26, Utility and Street Construction on Elm Street, Reed Street, and Laudan Boulevard to De Groot. Inc., in the amount of $1,072,036.58. The total amount attributable to Water is $102,468.06.

3. Solar Installation Update – The array is functioning very well.

4. Customer Portal / Payment Processor Research Update – No update.

5. Focus on Energy Strategic Energy Management (SEM) staff visited the Plant on September 25, 2026. The goal of the visit was to review energy usage and prioritize areas for improvement. Staff identified twenty areas that needed attention. Overall, the visit was very successful.

6. The next regular Waterworks Commission meeting is scheduled for Monday, November 16, 2026.

Following discussion, **M.S.C. Bauman/Pollnow to receive and place on file the Director's Report**. All voting aye.

VII. Announcements and Future Agenda Items

A. Commissioners asked Director Mach to provide an update on moving contract awards and pay requests from the Board of Public Works to the Waterworks Commission.

VIII. Adjournment

M.S.C. Pollnow/Schmeichel to adjourn at 4:55 p.m. All voting aye.

Respectfully submitted,

Anthony L. Mach
Director, Neenah Water Utility

INVOICE

Neenah Main Auto Body, Inc.
994 MAIN STREET
NEENAH, WI 54956

steve@neenahmainautobody.com
+1 (920) 725-1211
neenahmainautobody.com

Bill to
City of Neenah
211 Walnut St
WI 54956
Tim Jens
(920) 886-6191

Invoice details
Invoice no.: 6087
Terms: Due on receipt
Invoice date: 07/24/2026
Due date: 07/24/2026

Vin #: 1FTMF1EF9GKE49677
Year Make Model: 2016 Ford F-150
Technician: Joey

#	Date	Product or service	SKU	Description	Qty	Rate	Amount
1.		**Parts - OEM**		Right side door handle	1	$66.02	$66.02
2.		**Parts - OEM**		Bed mount bolt	8	$12.00	$96.00
3.		**Parts - OEM**		Bed mount nut	8	$5.00	$40.00
4.		**Parts - OEM**		Right side protective strip	1	$42.12	$42.12
5.		**Parts - OEM**		Right bed side decal	1	$67.12	$67.12
6.		**Parts - Salvage**		Right side front door	1	$1,150.00	$1,150.00
		Subtotal		Subtotal			**$1,461.26**
7.		**Labor**		Blend right side fender	0.9	$75.00	$67.50
8.		**Labor**		Remove & install right side fender liner	0.1	$75.00	$7.50
9.		**Labor**		Blend right side cab opening	1.8	$75.00	$135.00
10.		**Labor**		Blend right side cab corner panel	0.9	$75.00	$67.50
11.		**Labor**		Replace right side protective strip	0.2	$75.00	$15.00
12.		**Labor**		Remove & install right side cab corner molding	0.2	$75.00	$15.00

Coders:

Tim R. Jens

Approvers:

Anthony L. Mach

13.	**Labor**	Replace right side door	6.2	$75.00	$465.00
14.	**Labor**	Refinish right side door	3.5	$75.00	$262.50
15.	**Labor**	Remove & install bed assembly / move back for paint	2.5	$75.00	$187.50
16.	**Labor**	Repair right bed side panel	4.5	$75.00	$337.50
17.	**Labor**	Refinish right bed side panel	3	$75.00	$225.00
18.	**Labor**	Replace right bed side decal	0.4	$75.00	$30.00
19.	**Labor**	Remove & install right bed rail cap	0.4	$75.00	$30.00
20.	**Labor**	Remove & install right side rear stone deflector	0.2	$75.00	$15.00
21.	**Labor**	Remove & install right side tail lamp assembly	0.2	$75.00	$15.00
22.	**Labor**	Clear coat application	2.9	$75.00	$217.50
23.	**Labor**	Corrosion protection application	0.2	$75.00	$15.00
24.	**Labor**	Cover / mask for paint	0.3	$75.00	$22.50
25.	**Mechanical/Frame Labor**	Remove & install right side impact sensor	0.3	$125.00	$37.50
26.	**Mechanical/Frame Labor**	Pre repair scan	0.5	$125.00	$62.50
27.	**Mechanical/Frame Labor**	Post-repair scan	0.5	$125.00	$62.50
	Subtotal	Subtotal			**$2,292.50**
28.	**Paint and Materials**		13	$55.00	$715.00
29.	**Additional Paint Materials**	Corrosion protection	1	$5.00	$5.00
30.	**Sublet**	Hazardous waste disposal fee	1	$3.00	$3.00
	Subtotal	Subtotal			**$723.00**

Total **$4,476.76**

Overdue 07/24/2026

All services provided are invoiced and are subject to a 30 day payment cycle. If payment is not received within those 30 days, any overdue and unpaid balances will be charged an interest rate of 2% charged monthly until the balance is paid.

Note to customer

"Motor vehicle repair practices are regulated by chapter ATCP 132, Wis. Adm. Code, administered by the Bureau of Consumer Protection, Wisconsin Dept. of Agriculture, Trade and Consumer Protection, P.O. Box 8911, Madison, Wisconsin 53708-8911." Wis. Admin. Code § ATCP 132.08(11)

Neenah
WISCONSIN
Water Utility

Neenah Water Utility
211 Walnut St. PO Box 426 Neenah, WI 54957-0426
Office: (920) 886-6182 Cell: (920) 858-6300
Email: amach@neenahwi.gov
Anthony L. Mach
Director of Neenah Water Utility

MEMORANDUM

DATE: November 4, 2025

TO: Waterworks Commission

FROM: Anthony L. Mach

RE: Approval Process Study

Commissioners asked Director Mach to review the Approval Authority process to determine if there are efficiencies that can be realized by altering the process.

The Approval Authority process as detailed below was developed to ensure that routing change orders and pay requests for Water Utility contract work was being processed in a timely manner without requiring direct action by the Waterworks Commission.

Current contract language requires the following:

***Payment**: No later than the 10th of each month, the City will issue partial payment to the Contractor on the basis of duly approved estimate of the work performed during the preceding month, but the City will retain 5 percent of the amount of each such estimate until 50% completion and 0 percent after that until 100% completion and acceptance of all work covered*

Water Utility staff do not typically use an estimate and do not pay based upon Contractor quantities as other departments do. As our staff are legally required to be on-site to inspect the work, our staff verify and track actual quantities and only use actual installed quantities to develop the payment.

Pay request quantities are tallied by the Water Distribution Manager. These quantities are then sent to the Public Works Office Manager for inclusion in the formal Pay Request along with estimates from Public Works. The Pay Request is then sent back to the Water Utility Administrative Assistant so the appropriate staff can sign off on the quantities (typically WD Manager). Finally, the Pay Request is sent back to the PW Office Manager for inclusion in the Board of Public Works agenda.

If the Pay Request is for a Water Utility-only project, then the Water Utility Administrative Assistant and Director will process it.

Director Mach noted the following:

1. Because there is no set meeting schedule, BPW meetings are called whenever needed. The frequency depends on the quantity of contracts or progress.

2. Often, payments for the previous years' contracts are made in the following year. This is the case where a contract is substantially complete and only the Final Payment remains.

3. After approval by the BPW, the documents are sent to Finance for processing and payment. Each department must approve its portion of the pay request in LaserFiche.

4. A single check is cut to the contractor for each pay request.

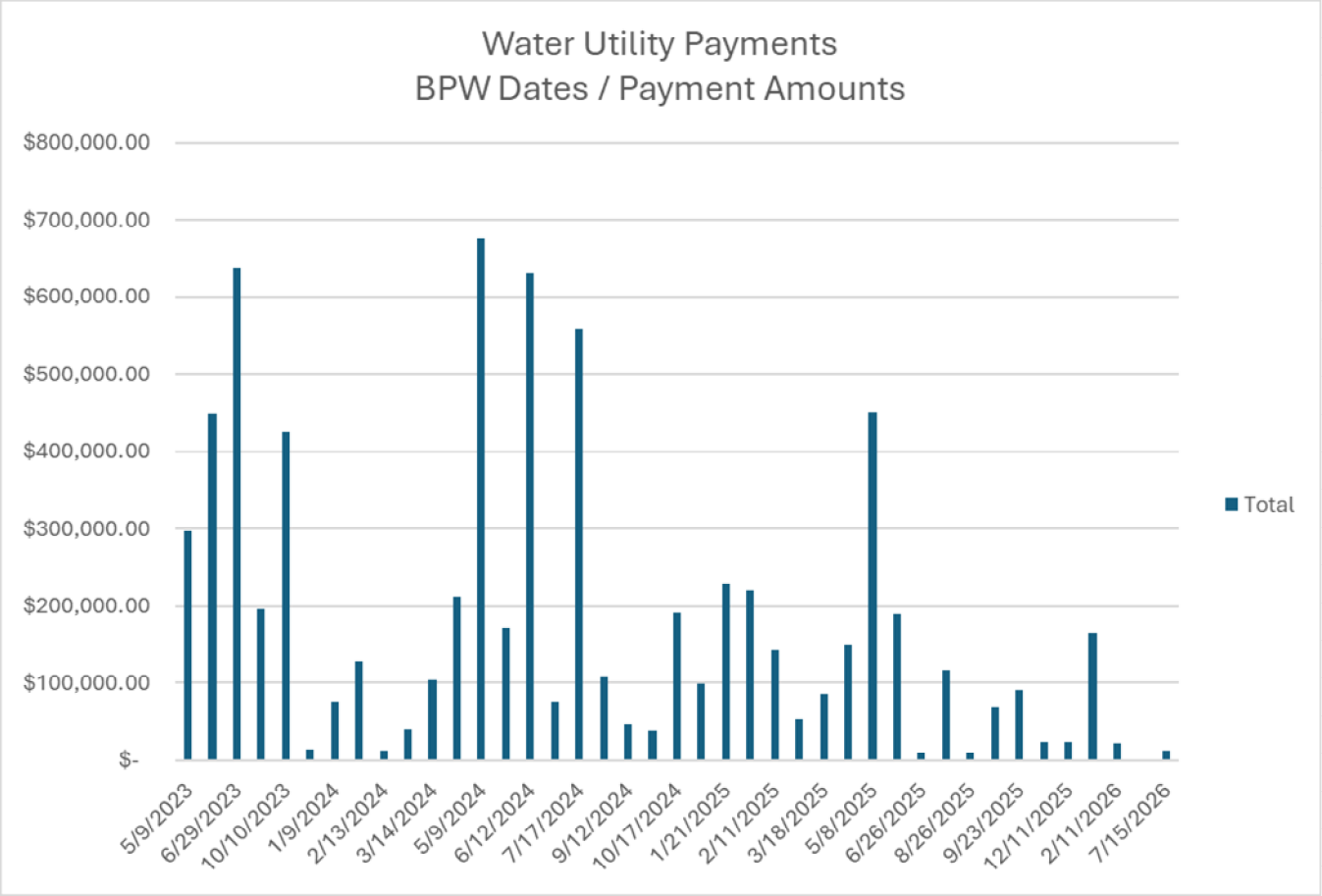
After reviewing the process with staff, the following estimated additional employee time would need to be spent on making this approval change:

1. Water Utility Administrative Assistant – 10 additional hours
2. Water Utility Business Manager – 5 additional hours
3. Director – 5 additional hours

In addition, coordination with the Finance Department will be critical to ensure that payment processing occurs in an orderly manner.

Two things need to occur for the Approval Process to change:

1. The Contract language will need to change to ensure enough time to process pay requests and change orders in an orderly fashion.
2. The Waterworks Commission will need to meet at a more regular day closer to the beginning of the month when approvals are required. These meetings will be in addition to the regularly scheduled Commission meetings.



Approval Authority

Action	Water Project (100%)	Water Project (>50%)	Public Works Project (100%)	Public Works Project (>50%)
Bid Award	Recommended by Board of Public Works.Approved by Water Commission.	Recommended by Board of Public Works. Approved by Water Commission and City Council.	Recommended by the Board of Public Works. Approved by City Council	Recommended by the Board of Public Works. Approved by City Council. Water Commission informed.
Progress Payments	Approved by Board of Public Works. Water Commission informed.	Approved by Board of Public Works. Water Commission and City Council informed.	Approved by the Board of Public Works. City Council informed	Approved by the Board of Public Works. City Council and Water Commission informed.
Change Orders	Approved by Board of Public Works. Water Commission informed.	Approved by Board of Public Works. Water Commission and City Council informed.	Approved by the Board of Public Works. City Council informed	Approved by the Board of Public Works. City Council and Water Commission informed if change order relates to water.
Final Payment	Recommended by Board of Public Works. Approved by Water Commission.	Recommended by Board of Public Works. Approved by Water Commission and City Council.	Recommended by the Board of Public Works. Approved by City Council.	Recommended by the Board of Public Works. Approved by City Council. Water Commission informed.

Update 6/20/2012

* maintenance issue need approval from Water Commission only — per Jim Godlewski 9/1/15

WATER UTILITY CASH ACTIVITY
October 2026

Cash Balance October 1, 2026		$6,548,751
Cash Receipts		
Water Collection Receipts	767,788	
Sewer/Storm Billing Services	7,500	
Other Water Receipts	15,795	
		791,083
Cash Distributions		
Check Register	266,281	
WE Energies/WPS	59,122	
Disbursements	265,173	
		590,576
Cash Balance October 31, 2026		**6,749,258**

OCTOBER DISBURSEMENTS

Payroll	124,425
Payroll Benefits	41,769
Vehicle Fuel & Fluids	1,664
Vehicle Maintenance	938
Postage	551
IS Services	5,033
GIS Services	157
Finance Services-Payment Receipting	2,594
Finance Services-Accounting	5,964
HR Services	1,998
Legal Services	2,881
Printcare	
Utility Invoices	
Payment in Lieu of Taxes	76,122
Rent	1,077
Total Disbursements	**265,173**

REPLACEMENT FUND RESERVES AS OF OCTOBER 2026

Sludge Lagoon	$1,332,039
Vehicles	209,199
Painting Hydrants	57,875
GAC Media Replacement	530,000
Pump Rehab	211,254
Meters/Endpoints	250,000
Boiler Replacement	82,500
Total Replacement Fund Reserves	**$2,672,867**

AP Payment Date	AP Payment Number	AP Vendor Name	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description
10/30/2026	4952	U S BANK	10-26-26	227.57	TMOBILE POSTPAID WEB	AIRTIME 09/29-10/28	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	65846	23.56	PLASTIC ANCHORS / PIPE ST	RAP	Water
10/01/2026	4819	AIRGAS USA LLC	9175416908	3,738.00	CARBON DIOXIDE		Water
10/30/2026	4951	U S BANK	10-12-26	47.97	HOMEDEPOT.COM	LOCKING PLIERS/ADJ WRENCH	Water
10/22/2026	62170	PUBLIC SERVICE COMMISSION	RA27I04030	10,060.08	2026-2027 ADVANCE ASSESSM	ENT	Water
10/01/2026	4842	PROFESSIONAL SERVICE INDUSTRIES INC	1043159	246.78	ELM ST WATER MAIN		Water
10/30/2026	5020	U S BANK	10-26-26	13.00	YCBM.COM PLAN PROF	BOOKING SOFTWARE OCT 2026	Water
10/30/2026	4951	U S BANK	10-12-26	103.96	AMAZON MKTPL*593FB10M0	CAM LOCKS	Water
10/30/2026	5020	U S BANK	10-26-26	4,866.43	HAWKINS INC	SODIUM PERMANGANATE	Water
10/29/2026	4965	MISSISSIPPI LIME COMPANY LLC	CD244542	295.07	HYDRATED LIME		Water
10/15/2026	4901	MISSISSIPPI LIME COMPANY LLC	CD240024	5,784.48	HYDRATED LIME		Water
10/30/2026	4951	U S BANK	10-12-26	2,800.00	SMARTSIGHTS	XL REPORTER LICENSE	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	67932	30.97	ELECTRICAL TAPE/CABLE TIE	S/BATTERY	Water
10/30/2026	4951	U S BANK	10-12-26	46.86	HOMEDEPOT.COM	LONG ARM HEX KEY SET	Water
10/22/2026	4928	HYDRITE CHEMICAL COMPANY	2026000067892	7,313.83	SODIUM HYPOCHLORITE		Water
10/30/2026	4951	U S BANK	10-12-26	552.70	USABLUEBOOK	STREET SIGNS	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	65682	46.73	FASTENERS / BALL VALVES		Water
10/30/2026	4951	U S BANK	10-12-26	196.24	THE HOME DEPOT #4903	ASSORTED TOOLS	Water
10/22/2026	4935	MICHELS	15032	171.37	BACKFILL		Water
10/30/2026	5020	U S BANK	10-26-26	56.44	THE HOME DEPOT #4903	WORK LIGHT/WIRE NUTS	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	65917	30.98	CHISELS		Water
10/30/2026	5020	U S BANK	10-26-26	92.17	MENARDS APPLETON WEST WI	CONDUIT/FITTINGS	Water
10/30/2026	5020	U S BANK	10-26-26	390.88	AMAZON MKTPL*593X34KY2	COMPUTER HARD DRIVES	Water
10/01/2026	4823	CHEMTRADE CHEMICALS US LLC	90447920	8,784.49	FERRIC SULFATE		Water
10/22/2026	4937	MISSISSIPPI LIME COMPANY LLC	CD243553	5,782.14	HYDRATED LIME		Water
10/30/2026	5020	U S BANK	10-26-26	19.78	MENARDS APPLETON WEST WI	PAINT ROLLERS	Water
10/30/2026	5020	U S BANK	10-26-26	5,228.54	IN *AERATION POWER SYSTEM	MIXER MOTER -INDUSRIAL TA	Water
10/29/2026	4965	MISSISSIPPI LIME COMPANY LLC	CR5614	-295.07	HYDRATED LIME		Water
10/30/2026	4951	U S BANK	10-12-26	103.33	WM SUPERCENTER #2986	SUPPLIES	Water
10/29/2026	4965	MISSISSIPPI LIME COMPANY LLC	CD244852	5,789.16	HYDRATED LIME		Water
10/30/2026	5020	U S BANK	10-26-26	377.60	IDEXX DISTRIBUTION INC	LAB QC MEDIA	Water
10/30/2026	5020	U S BANK	10-26-26	106.93	AMAZON MKTPL*5P82611Q1	THREAD TAPE/PLC BATTERIES	Water
10/01/2026	4838	NORTHERN LAKE SERVICE INC	2615983	915.33	LAB TESTS		Water
10/30/2026	5020	U S BANK	10-26-26	152.49	MENARDS APPLETON WEST WI	PAINT/ PAINT SUPPLIES	Water
10/30/2026	4951	U S BANK	10-12-26	4,866.43	HAWKINS INC	SODIUM PERMANGANATE	Water
10/29/2026	4952	AIRGAS USA LLC	9176102966	3,508.38	CARBON DIOXIDE		Water
10/22/2026	4916	CHEMTRADE CHEMICALS US LLC	90458006	8,616.54	FERRIC SULFATE		Water
10/22/2026	4921	DIVERSIFIED BENEFIT SERVICES INC	493002	24.00	OCT FSA -WATER- 6 EES @ $	4.00 EACH	Water
10/30/2026	5020	U S BANK	10-26-26	33.00	WI STATE HYGIENE LAB	LAB TEST	Water
10/30/2026	5020	U S BANK	10-26-26	1,948.80	HAWKINS INC	HYDROFULOSILICIC ACID	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	65692	8.58	COPPER ADAPTER / BUSHING		Water
10/30/2026	4951	U S BANK	10-12-26	6,433.02	HAWKINS INC	LPC-31	Water
10/30/2026	5020	U S BANK	10-26-26	164.19	HANNA INSTRUMENTS	LAB TURBIDITY STANDARDS	Water
10/30/2026	4951	U S BANK	10-12-26	723.49	GUENTHER SUPPLY	BACK PRESSURE VALVES	Water
10/30/2026	5020	U S BANK	10-26-26	121.50	4TE*CULLIGAN WATER CONDIT	LAB WATER	Water
10/30/2026	4951	U S BANK	10-12-26	163.78	CINTAS CORP	MATS MOPS DISTRIBUTION	Water
10/30/2026	4951	U S BANK	10-12-26	163.78	CINTAS CORP	MATS MOPS TREATMENT	Water
10/15/2026	4901	MISSISSIPPI LIME COMPANY LLC	CD241591	5,665.14	HYDRATED LIME		Water
10/15/2026	4908	THEISEN'S INC	1060163	13.49	SHOP SUPPLIES		Water
10/30/2026	5020	U S BANK	10-26-26	87.83	MENARDS APPLETON WEST WI	DRVWY MARKERS/PLASTER/ELE	Water
10/30/2026	5020	U S BANK	10-26-26	457.31	SHI INTERNATIONAL CORP	PER-USER LICENSE	Water
10/01/2026	4834	MISSISSIPPI LIME COMPANY LLC	CD236691	5,770.44	HYDRATED LIME		Water
10/15/2026	4908	THEISEN'S INC	1056856	25.97	SUPPLIES		Water
10/30/2026	5020	U S BANK	10-26-26	45.41	USABLUEBOOK	POLYMER SOLVENT/CLEANER	Water
10/30/2026	4951	U S BANK	10-12-26	37.73	THE UPS STORE #2376	LAB SHIPPING	Water
10/15/2026	4908	THEISEN'S INC	1063107	29.99	SHOP SUPPLIES		Water
10/29/2026	4963	MICHELS	15469	299.63	BACKFILL		Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	66280	3.89	STAINLESS HARDWARE		Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	65925	12.18	PAINT / BRUSH		Water
10/30/2026	5020	U S BANK	10-26-26	83.05	EBAY O*27-15268-56900	TEMPERATURE TRANSMITTERS	Water
10/22/2026	4913	AIRGAS USA LLC	9175920058	338.27	FALL HARNESS		Water
10/30/2026	5020	U S BANK	10-26-26	118.94	MENARDS APPLETON WEST WI	ELECTRICAL SUPPLIES	Water
10/15/2026	62152	PRIEBE, RYAN	000051577	20.49	OVERPD FINAL ACCOUNT	000000172	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	68072	64.95	DISINFECTING SUPPLIES		Water
10/22/2026	62164	DURABLE CONTROLS LLC	79701	2,340.00	MAG METER CALIBRATIONS		Water
10/15/2026	4889	DIVERSIFIED BENEFIT SERVICES INC	491533	79.05	OCT HRA WATER-17 EES @ $4	.65 EA	Water
10/08/2026	4858	FABICK CAT	SIGB0065217	1,204.00	ANNUAL GENERATOR PM		Water
10/30/2026	5020	U S BANK	10-26-26	99.00	MENARDS APPLETON WEST WI	PAINT	Water

10/30/2026	4951	U S BANK	10-12-26	375.09	BADGER METER INC	METER READS SEP 2026	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	66480	59.94	MURIATIC ACID		Water
10/30/2026	4951	U S BANK	10-12-26	720.00	BADGER METER INC	LICENSE FEE THRU AUG 2027	Water
10/30/2026	4951	U S BANK	10-12-26	342.26	AMAZON MKTPL*5186D82M2	LED FIXTURES	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	68002	46.97	SHOP SUPPLIES		Water
10/15/2026	4908	THEISEN'S INC	1062734	28.94	BUCKETS, TARP		Water
10/08/2026	62133	MORAINE PARK TECHNICAL COLLEGE	S0102865	180.77	TRAINING - LUMBERG		Water
10/30/2026	4951	U S BANK	10-12-26	147.18	AMAZON MKTPL*5186D82M2	MASTER LOCKS / CAM LOCKS	Water
10/30/2026	4951	U S BANK	10-12-26	20.00	IN *ENABLING ELEMENTS, IN	BOOSTER STA TELEM 10/26	Water
10/30/2026	4951	U S BANK	10-12-26	77.55	MORTON SAFETY, LLC	RAIN BOOTS	Water
10/30/2026	4951	U S BANK	10-12-26	1,650.00	CORE & MAIN - WI005	Z638642/RISER BOXES FOR C	Water
10/01/2026	4825	DE GROOT INC	CN1-26 PAY #5	102,468.06	PAY REQUEST NO.5 CONTRACT	1-26	Water
10/30/2026	4951	U S BANK	10-12-26	1,204.51	AMAZON MKTPL*5E1CI7461	AIR CLEANERS/FILTERS	Water
10/29/2026	4969	PRIMADATA LLC	77012	364.05	TAX CERT LETTERS - PRINTI	NG	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	66223	59.97	YARD RAKES		Water
10/30/2026	4951	U S BANK	10-12-26	2,143.68	HAWKINS INC	HYDROFULOSILICIC ACID	Water
10/30/2026	4951	U S BANK	10-12-26	1,088.00	LINCOLN CONTRACTORS SUPPL	DEWATER PUMPS	Water
10/30/2026	5020	U S BANK	10-26-26	779.18	HAWKINS INC	AMMONIA HYDROXIDE	Water
10/08/2026	4867	N & M AUTO SUPPLY	866796	35.26	WIPER BLADES		Water
10/30/2026	5020	U S BANK	10-26-26	889.45	USABLUEBOOK	LAB REAGENTS/SUPPLIES	Water
10/30/2026	4951	U S BANK	10-12-26	4,273.28	LANDIS+GYR TECHNOLOGY,	METER READS AUG 2026	Water
10/15/2026	4888	DIGGERS HOTLINE INC	260925801	165.00	SEP LOCATES		Water
10/29/2026	4969	PRIMADATA LLC	77120	2,707.81	OCT UTILITY BILL POSTAGE		Water
10/30/2026	5020	U S BANK	10-26-26	1,839.54	IDEXX DISTRIBUTION INC	LAB MEDIA/VESSELS	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	67893	35.51	HARDWARE / FASTENERS		Water
10/29/2026	62193	ROBERT J IMMEL EXCAVATING INC	21515	4,990.00	HELP WITH EASEMENT WATERM	AIN BREAK	Water
10/08/2026	4872	NORTHERN LAKE SERVICE INC	2616647	126.72	LAB TESTS		Water
10/01/2026	4841	PRIMADATA LLC	76706	2,235.48	SEP UTILITY BILL POSTAGE		Water
10/08/2026	4859	FERGUSON WATERWORKS	487847	1,800.00	VALVE OP NUTS		Water
10/30/2026	5020	U S BANK	10-26-26	138.46	FERRELL*GAS LP	PROPANE CYLINDERS	Water
10/08/2026	4866	MISSISSIPPI LIME COMPANY LLC	CD238670	5,828.94	HYDRATED LIME		Water
10/30/2026	4951	U S BANK	10-12-26	3,811.26	CORE & MAIN - WI005	Z602924/REPAIR TOPS	Water
10/30/2026	4884	U S BANK	10-12-26	216.48	TDS METROCOM	9/22-10/21 PHONE FEES	Water
10/22/2026	62157	AUER STEEL & HEATING SUPPLY CO	32603913	18.63	24V CONTACTOR		Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	65455	42.96	SHOP SUPPLIES		Water
10/15/2026	62153	SES GROUP INC	S4995P	12,212.00	BOILER STACK REPLACEMENT	- TORNADO DAMAGES	Water
10/15/2026	4904	PRIMADATA LLC	77013	1,562.50	TAX CERT LETTERS - POSTAG	E	Water
10/30/2026	5020	U S BANK	10-26-26	28.13	WM SUPERCENTER #2986	DISPLAY PORT CABLE/TRASH	Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	65766	25.77	SPRAY PAINT		Water
10/30/2026	4951	U S BANK	10-12-26	596.56	HAWKINS INC	AMMONIA HYDROXIDE	Water
10/22/2026	62167	KOSOSKI, BRADLEY	000050539	1.80	OVERPD FINAL ACCOUNT	000004492	Water
10/01/2026	4831	MCMAHON	944443	2,400.00	AUG OAK ST/FOX RIVER CROS	SING WMR	Water
10/22/2026	4942	PRIMADATA LLC	76705	549.90	SEP UTILITY BILL PRINTING		Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	67531	49.95	LOCKING PINS / RATCHET		Water
10/22/2026	62160	BRAZEE'S ACE HARDWARE	66441	23.21	FASTENERS		Water
10/01/2026	4842	PROFESSIONAL SERVICE INDUSTRIES INC	1043159	246.79	REED ST WATER MAIN		Water
Overall - Total				**266,280.58**			

NEENAH WATER UTILITY

9 MONTH FINANCIAL REPORT

January 1 through September 30, 2026

Neenah Water Utility

Comparative Balance Sheet

as of September 30, 2026 & 2025

Assets	2026		Assets	2025		
Current Assets			**Current Assets**			
Cash & Cash Equivalents			**Cash & Cash Equivalents**			
Cash on Hand	$ 6,548,751		Cash on Hand	$ 3,774,555		
Working Funds - Petty Cash	200		Working Funds - Petty Cash	200		
Prepaids	2,741		Prepaids	281		
Total Cash & Cash Equivalents		**$ 6,551,692**	**Total Cash & Cash Equivalents**		**$ 3,775,036**	**A)**
Temporary Investments			**Temporary Investments**			
Unrestricted	488,113		Unrestricted	$ -		**B)**
Replacement Reserves	2,637,866		Replacement Reserves	3,134,702		
Total Temporary Investments		**$ 3,125,979**	**Total Temporary Investments**		**$ 3,134,702**	
Receivables			**Receivables**			
Customer Account	$ 2,039,894		Customer Account	$ 2,020,103		**C)**
Other	1,323		Other	1,150		
Investment Interest	2,835		Investment Interest	13,641		
Total Receivables		**$ 2,044,052**	**Total Receivables**		**$ 2,034,894**	**D)**
Inventory			**Inventory**			
Chemical	$ 100,086		Chemical	$ 141,805		
Meter & Hydrant Supplies	24,916		Meter & Hydrant Supplies	24,916		
Total Inventory		**$ 125,002**	**Total Inventory**		**$ 166,721**	**E)**
Total Current Assets		**$ 11,846,725**	**Total Current Assets**		**$ 9,111,353**	
NonCurrent Assets			**NonCurrent Assets**			
Long Term Investments		724,853	Long Term Investments		1,667,670	
Cell Tower Lease Rec		8,204,805	Cell Tower Lease Rec		8,247,053	
Deferred Outflows Related to Pension		1,358,361	Deferred Outflows Related to Pension		1,785,127	
Fixed Assets			**Fixed Assets**			
Utility Plant in Service	$ 80,807,498		Utility Plant in Service	$ 78,318,038		
Less: Accumulated Depreciation	(30,665,468)		Less: Accumulated Depreciation	(29,445,783)		
Net Utility Plant in Service		$ 50,142,030	Net Utility Plant in Service		$ 48,872,255	
Construction Work in Process		2,469,087	Construction Work in Process		2,399,420	
Deferred Special Assessments		404,154	Deferred Special Assessments		404,154	
Total NonCurrent Assets		**63,303,290**	**Total NonCurrent Assets**		**63,375,679**	
Total Assets		**$75,150,015**	**Total Assets**		**$72,487,032**	
Liabilities & Capital			**Liabilities & Capital**			
Current Liabilities			**Current Liabilities**			
Accruals			**Accruals**			
Due to Vendors/Contractors	$37,220		Due to Vendors/Contractors	$79,235		
Payrolls	6,589		Payrolls	11,896		
In Lieu of Property Taxes	902,646		In Lieu of Property Taxes	905,176		**F)**
Interest	6,724		Interest	7,683		
Total Accurals		**$ 953,179**	**Total Accurals**		**$ 1,003,990**	
Deferred Revenue		$ -	Deferred Revenue		$ -	
Total Current Liablilities		**$953,179**	**Total Current Liablilities**		**$1,003,990**	
NonCurrent Liabilities			**NonCurrent Liabilities**			
City Loan		2,161,513	City Loan		2,446,561	**G)**
Employee Vacation & Sick Leave Reserve		207,814	Employee Vacation & Sick Leave Reserve		169,609	
Allowance of Uncollectable A/R		16,700	Allowance of Uncollectable A/R		16,700	
Deferred Inflow Cell Tower Lease		8,204,805	Deferred Inflow Cell Tower Lease		8,247,053	
Deferred Special Assessments		404,154	Deferred Special Assessments		404,154	
Net Pension Liability		105,087	Net Pension Liability		90,806	**H)**
Total NonCurrent Liabilities		**$ 11,100,073**	**Total NonCurrent Liabilities**		**$ 11,374,883**	
Total Liabilities		**$ 12,053,252**	**Total Liabilities**		**$ 12,378,873**	
Deferred Inflows Related to Pension		$ 1,065,085	Deferred Inflows Related to Pension		$ 1,459,086	
Capital & Retained Earnings			**Capital & Retained Earnings**			
City Paid in Capital		$ 2,661,887	City Paid in Capital		$ 2,661,887	**I)**
Beginning Retained Earnings	**$ 57,171,802**		**Beginning Retained Earnings**	**$ 54,242,979**		
Net Income (Loss)	2,197,989		Net Income (Loss)	1,744,207		**J)**
Ending Retained Earnings		**$ 59,369,791**	**Ending Retained Earnings**		**$ 55,987,186**	
Total Capital & Retained Earnings		**62,031,678**	**Total Capital & Retained Earnings**		**58,649,073**	
Total Liabilities & Capital		**$ 75,150,015**	**Total Liabilities & Capital**		**$ 72,487,032**	

Neenah Water Utility
Notes and Explanations
Comparative Balance Sheet
For the Period Ending September 30, 2026 & 2025

Liquidity (Current assets/current liabilities) ratio = 12.43 for the 3rd Quarter of 2026. Above 1 is the goal. 3rd Quarter of 2025 = 9.08

A) Total Cash Equivalents have increased significantly for the 3rd Quarter 2026 over the corresponding period in 2025 due to retirement of long-term debt, maturity of investments, and efficient operations.

B) Restricted Funds are retained due to bond covenants and Commission set asides. Invested in LGIP funds. Unrestricted funds are available for projects and emergencies. There are no Restricted Funds required.

C) Customer Account includes bills sent out at the end of September to residential, commercial, multifamily, industrial, and public authority accounts.

D) Total receivables include customer accounts billed, investment interest and other billings not yet paid.

E) Total Inventory is the value of water treatment chemicals and distribution materials held in inventory.

F) PILOT based on Utility Plant in Service.

G) Loan from the City for CIP Projects.

H) Net Pension Liability and Net Pension Asset are based on WRS investment performance.

I) Includes City projects paid by TIF.

J) Net income

Neenah Water Utility

Comparative Income Statement

Nine Months Ending - September 30, 2026 & 2025

	2026		2025	Percent Change		
Water Operating Revenue						
Unmetered						
Sales to General Customers (WFC)	2,418		3,713	-34.9%	(A)	(1,295)
Private Fire Protection (Firelines)	106,396		105,227	1.1%	(B)	1,169
Public Fire Protection - All Customers	1,350,909		1,340,625	0.8%	(C)	10,284
Total Unmetered Revenue	**$1,459,723**		**$1,449,565**	0.7%		10,158
Metered						
Bulk Water - All Customer Types	0		433	-100.0%	(D)	(433)
Residential Customers	2,438,691		2,416,934	0.9%	(E)	21,757
Multi Residential Customers	116,210		126,060	-7.8%	(F)	(9,850)
Commercial Customers	737,359		694,414	6.2%	(G)	42,945
Industrial Customers	1,582,715		1,598,911	-1.0%	(H)	(16,196)
Municipal/Other Public Customers	92,842		92,926	-0.1%	(I)	(84)
Total Metered Revenue	**$4,967,817**		**$4,929,678**	0.8%		38,139
Total Water Operating Revenue	**$ 6,427,540**		**$ 6,379,243**	0.8%	(J)	48,297
Other Operating Revenue						
Forfeited Discounts (Late Fees)	31,486		32,011	-1.6%	(K)	(525)
Miscellaneous Service Revenues	21,818		11,834	84.4%	(L)	9,984
Sewer/Storm Billing Services	67,500		0	#DIV/0!	(M)	67,500
Water Property Rental Revenue	116,093		114,094	1.8%	(N)	1,999
Other Revenues	291,721		21,484	1257.9%	(O)	270,237
Total Other Operating Revenue	**$528,618**		**$179,423**	194.6%		349,195
Total Operating Revenue	**$ 6,956,158**		**$ 6,558,666**	6.1%	(P)	397,492
Operating Expenses						
Source of Supply Expenses	12,591		11,158	12.8%	(Q)	1,433
Pumping Expenses	228,482		221,679	3.1%	(R)	6,803
Water Treatment Expenses	1,345,613		1,540,542	-12.7%	(S)	(194,929)
Transmission & Distribution Expenses	405,884		455,667	-10.9%	(T)	(49,783)
Customer Account Expenses	231,080		145,813	58.5%	(U)	85,267
Administrative & General Expenses	375,723		351,878	6.8%	(V)	23,845
Employee Fringe Benefit Expense	293,218		321,375	-8.8%	(W)	(28,157)
GASB 68 Pension Adjustment	0		0	#DIV/0!	(X)	-
Depreciation Expense	1,313,721		1,287,960	2.0%	(Y)	25,761
Property Tax Expense	674,280		686,250	-1.7%	(Z)	(11,970)
Payroll Tax Expense	79,841		68,726	16.2%	(AA)	11,115
Other Tax Expense	7,370		6,554	12.5%	(BB)	816
Total Operating Expenses	**$ 4,967,803**		**$ 5,097,602**	-2.5%		(129,799)
Net Operating Income (Loss)	**$ 1,988,355**		**$ 1,461,064**	36.1%		527,291
Other Revenue						
Interest Income	227,541		228,364	-0.4%	(CC)	(823)
Market Adjustment (Long-Term Investment	-		0	#DIV/0!		
Capital Contributions	-		78,859	-100.0%		(78,859)
Sale of Vehicles and Equipment	-		1,619	-100.0%		
P-Card Rebate	14,277		15,440	-7.5%		
Total Other Revenue	**$ 241,818**		**$ 324,282**	-25.4%	(DD)	(82,464)
Other Expenses						
Interest Expense on Long-Term Debt	32,184		41,139	-21.8%		(8,955)
Total Other Expenses	**$ 32,184**		**$ 41,139**	-21.8%		(8,955)
Net Income (Loss)	**$ 2,197,989**		**$ 1,744,207**	26.0%	(EE)	453,782

Neenah Water Utility
Notes and Explanations
Comparative Income Statement
For the Period Ending September 30, 2026 & 2025

A. Sales to General Customers (water for construction).

B. Private Fire Protection is billed at a PSC established flat rate per quarter based on the diameter of the fire line. This affects all customer types operating a private sprinkler/fire line, except residential.

C. Public Fire Protection is based upon the square footage of each building.

D. Bulk Water is related to construction activity. A hydrant meter is used to determine usage. Director Mach led the design and implementation of a new filling station at the Cecil St. garage. This allows contractors to fill at the garage instead of at the plant.

E. Residential reflects revenues increasing by 0.9% compared to the same period last year.

F. Multi-Family Residential usage is down 7.8% compared to the same period last year.

G. Commercial reflects a 6.2% increase compared to the same period last year due to positive economic activity.

H. Industrial revenues remained relatively steady, with a 1.0% decrease.

I. Public sales include schools, parks, and other public buildings.

J. Total Water Operating Revenues is the sum of A thru I. Revenue in the 3rd quarter of 2026 reflects a 0.8% increase compared to the same period of 2025.

K. Forfeited Discounts represents late fee revenue on overdue customer balances.

L. Miscellaneous Service Revenue is received for reading and billing sewer exemption meters; reconnect fees and turning on service lines; hydrant hook-up fees; customer repair charges.

M. Revenue from the City for Sewer and Stormwater billing services. This service started as of 1/1/2026.

N. Revenue received for annual fire hydrant rental to the Town of Neenah and rental fees from cell providers for antenna space. It increases, as contract provisions require.

O. Revenue received for sale of scrap, miscellaneous service fees, returned check fees, private well permitting, billing services and insurance settlements.

P. Total Operating Revenues in the 3rd quarter are up 6.1% compared to the corresponding period of 2025.

Q. Source of Supply Expenses are for supervision of intakes and related structures, including testing, inspections, cleanings, and repairs. Inspections and cleanings are twice a year as needed.

Neenah Water Utility
Notes and Explanations Comparative Income Statement
For the Period Ending September 30, 2026 & 2025

R. Pumping Expenses were up in the 3rd quarter of 2026 as compared to the corresponding period in 2025 due to increased maintenance, fuel, and electrical expenses.

S. Treatment Expenses have dropped due to lagoon dredging cost in 2025.

T. Transmission and Distribution Expenses are down for the 3rd quarter of 2026 to the same period in 2025 due to decreased miscellaneous, meters, mains, and services expenses.

U. The Customer Account Expense increased in the 3rd quarter of 2026 over the corresponding period in 2025 due to the increased expenses associated with the Utility managing the Utility Billing functions.

V. Administrative & General Expenses increased due to property insurance cost increases, hiring of the Business Manager in December of 2025, and outside services utilization.

W. Fringe benefits are affected by health insurance cost increase, staffing levels, overtime or call-in work for water main breaks and plant emergencies, and retirement payouts.

X. GASB 68 requires employers participating in pension plans to recognize their proportionate share of the net pension liability and pension expense in their financial statements. It also mandates the recognition of deferred outflows of resources and deferred inflows of resources related to pensions. These adjustments are made to the net pension liability and recognized in pension expense over time.

Y. Depreciation Expense is dependent upon actual depreciation of the plant in service.

Z. Payment In Lieu of Property Tax (PILOT) reflects the value of the water system.

AA. Payroll Taxes

BB. Other Tax Expense is the DNR lake withdrawal fee.

CC. Interest Income has decreased due to economic factors.

DD. Total Other Revenue is down due to a decrease in capital contributions and interest income.

EE. Net Income in the 3rd quarter of 2026 increased by 26% compared to the same period in 2025.

Neenah Water Utility

2026 Construction Work in Progress

	Budget	3 Months	6 Months	9 Months	12 Months	Totals
Capital Projects:						
Meter/Endpoint Replacement	500,000	493,542	7,540	14,101		515,183
Misc tools and equipment	20,000			8,355		8,355
Technology update	10,000					-
Misc consulting fees	20,000					-
Misc plant contingency	50,000					-
Replace Air Scour or Intermediate VFD	30,000					-
Replace Backwash VFDs (2)	80,000			80,500		80,500
Replace 2016 Pickup Truck	45,000			41,510		41,510
GAC Media Replacement	600,000					-
Platform Lift	30,000	17,582				17,582
Build/Refurbish Plant Office (2025)		3,369	21,530	483		25,382
Rebuild (1) Raw Pump		20,656				20,656
Shoreline (2025)		12,250				12,250
Watermain Addition/Replacement:						
Sterling Ave.	145,000		185,661	26,476		212,137
Greenfield St.	68,000		55,543	1,840		57,383
Elm St.	539,000		429,504	147,198		576,702
Reed St.	454,000		96,399	437,294		533,693
Henry St.	347,000		74,542	226,170		300,712
N. Water St. Railroad Crossings	300,000					-
Fox River Crossing (2025)		5,200	3,900	2,087		11,187
Misc Hydrants				49,461		49,461
Misc Services		1,349	2,644	2,401		6,394
Totals	**3,238,000**	**553,948**	**877,263**	**1,037,876**	**-**	**2,469,087**

2026 Temporary Investments
September 30, 2026

Replacement Reserves	
Sludge Lagoon Reserve	1,332,039
Vehicle Replacement Reserve	206,199
Painting Hydrants Reserve	57,375
GAC Media Replacement	530,000
Pump Rehab	207,254
Meters/Endpoints	225,000
Boiler Replacement	80,000
	$2,637,867

Neenah Water Utility
211 Walnut St. PO Box 426 Neenah, WI 54957-0426
Office: (920) 886-6182 Cell: (920) 858-6300
Email: amach@neenahwi.gov
Anthony L. Mach
Director of Neenah Water Utility

MEMORANDUM

DATE: November 4, 2026
TO: Waterworks Commission
FROM: Anthony L. Mach
RE: Request to Approve Modified 2027-2031 CIP

The Water Utility 2027-2031 CIP was reviewed and approved by the Common Council on August 24, 2026.

Staff determined that there were three additional CIP items that were critical for the 2027 CIP:

Insertion Flow Meters (3) for UV Reactors	13,000
Replace Plant Uninterruptible Power Supply (UPS)	35,000
Purchase New Pipe Locators (2)	10,000

There are no additional requests for the 2027-2031 CIP at this time beyond what is presented here.

Staff recommend approving the Modified Water Utility 2027-2031 CIP as presented.

City of Neenah

2027 - 2031 Capital Improvement Plan

Summary Project Schedule - Water Utility

	Project Description and Plan Comments	Total Project Cost	Mayor Proposed 2027	2028	2029	2030	2031
	WATER UTILITY						
	Distribution system - Replacements						
1	Edgewood Drive (Maple - Whittier)	$ 404,000	$ 404,000				
2	Langley Boulevard (Marathon - S. Commercial)	237,000	237,000				
3	Hazel Street (Henry - S. Commercial) service leaks.	135,000	135,000				
4	Whittier Drive (Emergson - Hawthorne)	121,000	121,000				
5	Cambridge Court (Edgewood - Terminus)	58,000	58,000				
6	Hawthorne Street (Congress - Yorkshire)	236,000	236,000				
7	Curtis Avenue (Marathon - S. Commercial)	-	-				
8	Wright Avenue (Marathon - S. Commercial)	-	-				
9	Jane Court (Marathon - Terminus)	45,000	45,000				
10	Loper Court (Marathon - Terminus)	45,000	45,000				
11	Hickory Lane (W. Cecil - Terminus)	50,000	50,000				
12	Bridgewood Drive (W. Cecil - Terminus)	74,000	74,000				
13	Linden Court (E. Doty - Terminus)	120,000	120,000				
14	Higgins Avenue (E. Peckham - Haylett)	236,000		$ 236,000			
15	Higgins Avenue (E. Cecil - Laudan)	240,000		240,000			
16	Collins Street (Bell - Stanley)	290,000		290,000			
17	Henry Street (Bell - Stanley)	290,000		290,000			
18	Henry Street (Byrd - Wright)	388,000		388,000			
19	Congress Street (Laudan - Doty)	388,000			$ 388,000		
20	E. Wisconsin Avenue (Oak - Lakeshore)	154,000			154,000		
21	W. Peckham Street (Marathon - S. Commercial)	250,000			250,000		
22	E. Peckham Street (S. Commercial - Congress)	397,000			397,000		
23	Campbell Street (Crescent - Horace Mann)	293,000			293,000		
24	E. Forest Avenue (Grant - Park)	368,000			368,000		
25	W. Forest Avenue (River - Commercial)	165,000			165,000		
26	E. Forest Avenue (Commercial - Third)	422,000			422,000		
27	Bruce Street (Bell - Stanley)	290,000			290,000		
28	Ames Street (Bell - Stanley)	290,000			290,000		
29	Birch Street (Cecil - Terminus)	72,000			72,000		
30	S. Park Avenue (Hansen - E. Wisconsin)	1,370,000				$ 1,370,000	
31	S. Park Avenue (Plant - Fox River)	859,000				859,000	
32	Bergstrom Road (CTH G - Breezewood)	152,000				152,000	
33	E. North Water Street (S. Commercial - First)	138,000				138,000	
34	W. North Water Street (Center - Abby)	300,000				300,000	
35	Surrey Court (Surrey - Terminus)	50,000				50,000	
36	Fox Point Square (S. Green Bay - Terminus)	79,000				79,000	
37	Oak Street (E. Cecil - E. Franklin)	850,000					$ 850,000
38	Lowell Place (Edgewood - Whittier)	270,000					270,000
39	W. Cecil Street (Tullar - S. Green Bay)	486,000					486,000
40	Industrial Drive (Bell - Enterprise)	440,000					440,000
41	Enterprise Drive (Schlutz - Industrial)	580,000					580,000
42	Commerce Court (Industrial - Terminus)	481,000					481,000
43	Bergstrom Road (CTH G - Breezewood)	152,000					152,000
	Total Distribution System - Replacements	$ 12,265,000	$ 1,525,000	$ 1,444,000	$ 3,089,000	$ 2,948,000	$ 3,259,000
	Distribution System - New Mainline Extensions	-	-	-	-	-	-
	Total Distribution System - New Mainline Extensions	***$ -***	***$ -***	***$ -***	***$ -***	***$ -***	***$ -***
	TOTALS DISTRIBUTION SYSTEMS	***$ 12,265,000***	***$ 1,525,000***	***$ 1,444,000***	***$ 3,089,000***	***$ 2,948,000***	***$ 3,259,000***

City of Neenah

2027 - 2031 Capital Improvement Plan

Summary Project Schedule - Water Utility

	Project Description and Plan Comments	Total Project Cost	Mayor Proposed				
			2027	2028	2029	2030	2031
	Plant, Metering and Equipment						
1	Meter and Endpoint Replacement Program	$ 900,000	$ 500,000	$ 100,000	$ 100,000	$ 100,000	$ 100,000
2	Miscellaneous tools and equipment	100,000	20,000	20,000	20,000	20,000	20,000
3	Technology upgrade	50,000	10,000	10,000	10,000	10,000	10,000
4	Miscellaneous consulting fees	100,000	20,000	20,000	20,000	20,000	20,000
5	Miscellaneous plant contingency	250,000	50,000	50,000	50,000	50,000	50,000
6	Replace 2017 Pickup Truck	45,000	45,000				
7	Rebuild High Service Pump	40,000	40,000				
8	Replace Raw Water and Finished Water Flow Meters	120,000	120,000				
9	Replace Raw Water and Intermediate VFDs	120,000	120,000				
10	Replace Old Plant Boilers (4)	80,000	80,000				
11	Refurbish Offices	70,000	70,000				
12	Insertion Flow Meters (3) for UV Reactors	13,000	13,000				
13	Replace Plant Uninterruptible Power Supply (UPS)	35,000	35,000				
14	Purchase New Pipe Locators (2)	10,000	10,000				
15	Replace Plant Process Mag Meters	120,000		120,000			
16	Replace 2018 Pickup Truck	50,000		50,000			
	TOTAL PLANT, METERING AND EQUIPMENT	***$ 2,103,000***	***$ 1,133,000***	***$ 370,000***	***$ 200,000***	***$ 200,000***	***$ 200,000***
	TOTAL WATER UTILITY	***$ 14,368,000***	***$ 2,658,000***	***$ 1,814,000***	***$ 3,289,000***	***$ 3,148,000***	***$ 3,459,000***

City of Neenah
2028 - 2031 Capital Improvement Plan
Detail Project Schedule - Water Utility

	Project Description and Plan Comments	Adopted 2026 - 2030 CIP	Department Request
	2028 WATER UTILITY		
	Distribution System-Replacements		
	All items are funded through Utility revenues unless otherwise noted.		
	Distribution system - Replacements		
1	Higgins Avenue (E. Peckham - Haylett) 1,320' of 8" at $170/ft., 21 Utility lead services, 16 private lead services, 3 main leaks.	$ 236,000	236,000
2	Higgins Avenue (E. Cecil - Laudan) 1,340' of 8" at $170/ft., 32 lead services, 29 private lead services, 7 main leaks, 3 service leaks.	240,000	240,000
3	Collins Street (Bell - Stanley) 1,320' of 8" at $140/ft., 24 main leaks, 5 service leaks. Includes patching.		290,000
4	Henry Street (Bell - Stanley) 1,320' of 8" at $140/ft., 15 main leaks, 5 service leaks. Includes patching.		290,000
5	Henry Street (Byrd - Wright) 1,750' of 8" at $170/ft., 20 Utility lead services, 20 private lead services, 19 main leaks, 16 service leaks.		388,000
6	Laudan Boulevard (S. Commercial - Higgins) 650' of 12" at $190/ft., 2 lead services.	130,000	-
7	Joseph Street (Brooks - Marathon) 950' of 8" at $170/ft., 1 main leak.	170,000	-
8	Joseph Street Sludge Line (Brooks - Marathon) 980' of 10" at $180/ft.	186,000	-
9	Joseph Court (Marathon - Terminus) 170' of 8" at $160/ft.	29,000	-
10	E. Wisconsin Avenue (Oak - Lakeshore) 600' of 8" at $160/ft., abandon 730' of 6" 1910 cast iron, relay 12 long side lead services at $2,500 each, 2 main leaks.	154,000	
11	W. Peckham Street (Marathon - S. Commercial) 1,320' of 12" at $180/ft., 18 lead services, 9 main leaks, 10 service leaks.	250,000	

City of Neenah
2028 - 2031 Capital Improvement Plan
Detail Project Schedule - Water Utility

	Project Description and Plan Comments	Adopted 2026 - 2030 CIP	Department Request
12	E. Peckham Street (S. Commercial - Congress) 2,100' of 12" at $180/ft., 33 lead services.	397,000	
	Total 2028 Distribution system - Replacements	***$ 1,792,000***	***$ 1,444,000***
	Distribution system - New Mainline Extensions		
	None	$ -	$ -
	Total 2028 Distribution system - New Mainline Extensions	***$ -***	***$ -***
	TOTAL 2028 DISTRIBUTION SYSTEMS	***$ 1,792,000***	***$ 1,444,000***
	Plant, Metering and Equipment		
1	Meter and Endpoint Replacement Program	$ 100,000	$ 100,000
2	Miscellaneous tools and equipment	20,000	20,000
3	Technology upgrade	10,000	10,000
4	Miscellaneous consulting fees	20,000	20,000
5	Miscellaneous plant contingency	50,000	50,000
6	Replace Plant Process Mag Meters		120,000
7	Replace Mag Meters for Raw Water and Finished Water	120,000	-
8	Replace 2018 Pickup Truck. Vehicles are on a 10-year replacement cycle	50,000	50,000
	TOTAL 2028 PLANT, METERING AND EQUIPMENT	***$ 370,000***	***$ 370,000***
	TOTAL 2028 WATER UTILITY	***$ 2,162,000***	***$ 1,814,000***

City of Neenah
2028 - 2031 Capital Improvement Plan
Detail Project Schedule - Water Utility

	Project Description and Plan Comments	Adopted 2026 - 2030 CIP	Department Request
	2029 WATER UTILITY		
	Distribution System-Replacements		
	All items are funded through Utility revenues unless otherwise noted.		
	Distribution system - Replacements		
1	Oak Street (E. Cecil - E. Franklin) 4,250' of 8" at $170/ft., 220' of 12" at $190/ft., 250' of 10" Sludge Line at $180/ft., 95 lead services, 16 main leaks, 41 service leaks. Undersized water main.	$ 850,000	$ -
2	Congress Street (Laudan - Doty) 2,460' of 8" at $150/ft., 49 Utility lead services, 31 private lead services, 5 main leaks, 24 service leaks.		$ 388,000
3	E. Wisconsin Avenue (Oak - Lakeshore) 600' of 8" at $160/ft., abandon 730' of 6" 1910 cast iron, relay 12 long side lead services at $2,500 each, 2 main leaks.	-	154,000
4	W. Peckham Street (Marathon - S. Commercial) 1,320' of 12" at $180/ft., 18 lead services, 9 main leaks, 10 service leaks.	-	250,000
5	E. Peckham Street (S. Commercial - Congress) 2,100' of 12" at $180/ft., 33 lead services.	-	397,000
6	Campbell Street (Crescent - Horace Mann) 1,640' of 8" at $170/ft., 26 lead services, 3 main leaks.	293,000	293,000
7	E. Forest Avenue (Grant - Park) 1,270' of 8" at $170/ft and 670' of 12" at $200/ft., 18 lead services.	368,000	368,000
8	W. Forest Avenue (River - Commercial) 920' of 8" at $170/ft., 15 lead services, 5 main leaks, 8 service leaks.	-	165,000
9	E. Forest Avenue (Commercial - Third) 1,480' of 8" at $170/ft., 11 lead services, 1 main leak. New railroad crossing.	-	422,000
10	Bruce Street (Bell - Stanley) 1,320' of 8" at $140/ft., 7 main leaks, 3 service leaks.	195,000	290,000
11	Ames Street (Bell - Stanley) 1,320' of 8" at $140/ft., 6 main leaks, 3 service leaks.	195,000	290,000

City of Neenah
2028 - 2031 Capital Improvement Plan
Detail Project Schedule - Water Utility

	Project Description and Plan Comments	Adopted 2026 - 2030 CIP	Department Request
12	Linden Court (E. Doty - Terminus) 400' of 8" at $180/ft., 5 lead services. Abandon extension to Congress Pl.	87,000	-
13	Collins Street (Bell - Stanley) 1,320' of 8" at $160/ft., 24 main leaks, 5 service leaks.	222,000	-
14	Henry Street (Bell - Stanley) 1,320' of 8" at $160/ft., 15 main leaks, 5 service leaks.	222,000	-
15	Bruce Street (Bell - Stanley) 1,320' of 8" at $160/ft., 7 main leaks, 3 service leaks.	222,000	-
16	Ames Street (Bell - Stanley) 1,320' of 8" at $160/ft., 6 main leaks, 3 service leaks.	222,000	-
17	Birch Street (Cecil - Terminus) 400' of 8" at $170/ft. 4 lead services.	72,000	72,000
	Total 2029 Distribution system - Replacements	***$ 2,948,000***	***$ 3,089,000***
	Distribution system - New Mainline Extensions		
	None	$ -	$ -
	Total 2029 Distribution system - New Mainline Extensions	***$ -***	***$ -***
	TOTAL 2029 DISTRIBUTION SYSTEMS	***$ 2,948,000***	***$ 3,089,000***
	Plant, Metering and Equipment		
1	Meter and Endpoint Replacement Program	$ 100,000	$ 100,000
2	Miscellaneous tools and equipment.	20,000	20,000
3	Technology upgrade.	10,000	10,000
4	Miscellaneous consulting fees.	20,000	20,000
5	Miscellaneous Plant contingency.	50,000	50,000
	TOTAL 2029 PLANT, METERING AND EQUIPMENT	***$ 200,000***	***$ 200,000***
	TOTAL 2029 WATER UTILITY	***$ 3,148,000***	***$ 3,289,000***

City of Neenah
2028 - 2031 Capital Improvement Plan
Detail Project Schedule - Water Utility

	Project Description and Plan Comments	Adopted 2026 - 2030 CIP	Department Request
	2030 WATER UTILITY		
	Distribution System-Replacements		
	All items are funded through Utility revenues unless otherwise noted.		
	Distribution system - Replacements		
1	S. Park Avenue (Hansen - E. Wisconsin) 3,020' of 16" at $230/ft. and 3,020' of 12" at $200/ft., 29 lead services, 1 main leak.	$ 1,370,000	$ 1,370,000
2	S. Park Avenue (Plant - Fox River) 2,090' of 24" at $300/ft. including replacement intake structure.	859,000	859,000
3	Bergstrom Road (CTH G - Breezewood) Replace 12 valves at $12,000 each.	152,000	152,000
4	W. Cecil Street (Tullar - S. Green Bay) 2,200' of 12" at $200/ft.	462,000	-
5	E. North Water Street (S. Commercial - First) 770' of 8" at $170/ft., 1 lead service, 3 main leaks.	138,000	138,000
6	W. North Water Street (Center - Abby) 1,680' of 8" at $170/ft., 21 lead services, 4 main leaks, 7 service leaks.	300,000	300,000
7	W. Forest Avenue (River - Commercial) 920' of 8" at $170/ft., 15 lead services, 5 main leaks, 8 service leaks.	165,000	-
8	E. Forest Avenue (Commercial - Third) 1,480' of 8" at $170/ft., 11 lead services, 1 main leak. New railroad crossing.	422,000	-
9	Surrey Court (Surrey - Terminus) 190' of 8" at $160/ft plus required patching; 6 Utility lead services, 3 private lead services.	-	50,000
10	Fox Point Square (S. Green Bay - Terminus) 440' of 8" at $170/ft.	79,000	79,000
	Total 2030 Distribution system - Replacements	***$ 3,947,000***	***$ 2,948,000***

City of Neenah
2028 - 2031 Capital Improvement Plan
Detail Project Schedule - Water Utility

	Project Description and Plan Comments	Adopted 2026 - 2030 CIP	Department Request
	Distribution system - New Mainline Extensions		
	None	$ -	
	Total 2030 Distribution system - New Mainline Extensions	***$ -***	***$ -***
	TOTAL 2030 DISTRIBUTION SYSTEMS	***$ 3,947,000***	***$ 2,948,000***
	Plant, Metering and Equipment		
1	Meter and Endpoint Replacement Program	$ 100,000	$ 100,000
2	Miscellaneous tools and equipment.	20,000	20,000
3	Technology upgrade.	10,000	10,000
4	Miscellaneous consulting fees.	20,000	20,000
5	Miscellaneous Plant contingency.	50,000	50,000
	TOTAL 2030 PLANT, METERING AND EQUIPMENT	***$ 200,000***	***$ 200,000***
	TOTAL 2030 WATER UTILITY	***$ 4,147,000***	***$ 3,148,000***

City of Neenah
2028 - 2031 Capital Improvement Plan
Detail Project Schedule - Water Utility

	Project Description and Plan Comments	Adopted 2026 - 2030 CIP	Department Request
	2031 WATER UTILITY		
	Distribution System-Replacements		
	All items are funded through Utility revenues unless otherwise noted.		
	Distribution system - Replacements		
1	Oak Street (E. Cecil - E. Franklin) 4,250' of 8" at $170/ft., 220' of 12" at $190/ft., 250' of 10" Sludge Line at $180/ft., 95 Utility lead services, 54 private lead services,16 main leaks, 41 service leaks. Undersized water main.		$ 850,000
2	Lowell Place (Edgewood - Whittier) 1,120' of 8" at $160/ft plus required patching; 20 Utility lead services; 2 main leaks.		270,000
3	W. Cecil Street (Tullar - S. Green Bay) 2,200' of 12" at $210/ft.	-	486,000
4	Industrial Drive (Bell - Enterprise) 1,820' of 16" at $230/ft.	-	440,000
5	Enterprise Drive (Schlutz - Industrial) 2,400' of 16" at $230/ft.	-	580,000
6	Commerce Court (Industrial - Terminus) 1,990' of 16" at $230/ft.	-	481,000
7	Bergstrom Road (CTH G - Breezewood) Replace 12 valves at $12,000 each.	-	152,000
	Total 2031 Distribution system - Replacements	***$ -***	***$ 3,259,000***
	Distribution system - New Mainline Extensions		
	None	$ -	$ -
	Total 2031 Distribution system - New Mainline Extensions	***$ -***	***$ -***
	TOTAL 2031 DISTRIBUTION SYSTEMS	***$ -***	***$ 3,259,000***

City of Neenah
2028 - 2031 Capital Improvement Plan
Detail Project Schedule - Water Utility

	Project Description and Plan Comments	Adopted 2026 - 2030 CIP	Department Request
	Plant, Metering and Equipment		
1	Meter and Endpoint Replacement Program	$ -	$ 100,000
2	Miscellaneous tools and equipment.	-	20,000
3	Technology upgrade.	-	10,000
4	Miscellaneous consulting fees.	-	20,000
5	Miscellaneous Plant contingency.	-	50,000
	TOTAL 2031 PLANT, METERING AND EQUIPMENT	***$ -***	***$ 200,000***
	TOTAL 2031 WATER UTILITY	***$ -***	***$ 3,459,000***

Neenah Water Utility
211 Walnut St. PO Box 426 Neenah, WI 54957-0426
Office: (920) 886-6182 Cell: (920) 858-6300
Email: amach@neenahwi.gov
Anthony L. Mach
Director of Neenah Water Utility

MEMORANDUM

DATE: November 4, 2025

TO: Waterworks Commission

FROM: Anthony L. Mach

RE: Approve Purchase of Sewerin SePem 155 Leak Detection System

At the July 21, 2026 WWC meeting, staff presented the Sewerin SePem 352 leak detection system for informational purposes. The cost of this system was estimated to be more than $16,000.00.

Water Distribution Manager Jens explored other systems and found one which will work perfectly but has a lower cost. This system is a fully functioning Sewerin SePem 155 demo unit from Leak Locators of Montana (our Sewerin distributor). Total cost for this unit is $9,204.00. Leak Locators does not have a warranty on this unit, but they will provide support and training for us at no extra cost.

Staff request approval to purchase the Sewerin SePem 155 Demo Unit for $9,204.00.

Director's Report
November 16, 2026

1. Water Loss Report.

2. Solar Installation Update.

3. The Water Utility has passed the 2026 Lead and Copper testing round.

4. The Water Utility is participating in the Chemical Bidding Consortium with Appleton Water, Appleton Wastewater, and Neenah-Menasha Sewerage Commission. Bids will be ready for Commission consideration in late November.

5. Customer Portal / Payment Processor Research Update.

6. Director Mach completed the transition of the SCADA system to new computers. Doing this work in-house saved the Water Utility $28,800.00 in expenses.

7. The EPA and DNR annually mandated service line inventory is complete, and required notices will be sent out to properties with lead service lines.

8. Neenah received 1.9 million dollars in private lead service line funding. Staff are working on requirements of the program.

9. The next Waterworks Commission meeting is planned for early December. Water Utility Administrative Assistant Frazier will send out invitations.

NEENAH WATER UTILITY
PRODUCTION/UNBILLED WATER REPORT

THREE MONTH TOTALS
(1000 GALLONS)

USAGE PERIOD	*RAW WATER*	*FINISHED WATER*	*BILLED WATER*	*WHOLESALE WATER*	*WATER LOSS ACCOUNTED*	*WATER LOSS UNACCOUNTED*	*% WATER LOSS UNACCOUNTED*
CURRENT THREE MONTHS (July, August, September)	520,300	503,090	271,836	113,283	54,070	63,901	12.70%
MOST RECENT THREE MONTHS (June, July, August)	485,470	467,520	251,027	62,554	70,251	83,688	17.90%
1 YEAR AGO (July, August, September)	378,830	360,470	284,830	0	43,049	32,591	9.04%

NOTES:
Raw water is the total amount of raw water withdrawn from Lake Winnebago / Fox River during the indicated period.
Finished water is the total amount of water entering the distribution system during the indicated period
Billed water is the total usage during the indicated period.
Water loss accounted includes internal plant usage, estimated loss from known main breaks and service leaks, and hydrant flushing.
Water loss unaccounted is calculated by subtracting the billed water and water loss accounted from the finished water.

DAILY AVERAGE
(MGD)

USAGE PERIOD	*RAW WATER*	*FINISHED WATER*
Sep, 2026	5.73	5.56
Aug, 2026	6.22	6.03
Sep, 2025	3.94	3.75

Neenah Water Utility - Industrial Tower Solar Array

Months in Operation	Dates			Usage (kWh)			Solar Array Output (kWh)			Generation (kWh) [$0.15376/kWh Usage + $0.0462/kWh Excess Gen. - Meter Fees]	
	From	To	Days	In Reading	Out Reading	Usage	In Reading	Out Reading	Generation	Net Usage (Generation)	Estimated Net Savings + Surplus
50	1/26/2026	2/23/2026	28	29976	31797	1821	47850	48755	905	916	$ 160.03
51	2/23/2026	3/24/2026	29	31797	33540	1743	48755	49655	900	843	$ 159.08
52	3/24/2026	4/24/2026	31	33540	35178	1638	49655	50781	1126	512	$ 199.34
53	4/24/2026	5/22/2026	28	35178	36416	1238	50781	51914	1133	105	$ 200.77
54	5/22/2026	6/23/2026	32	36416	37221	805	51914	53423	1509	(704)	$ 164.29
55	6/23/2026	7/23/2026	30	37221	37281	60	53423	54765	1342	(1282)	$ 49.66
56	7/23/2026	8/21/2026	29	37281	37342	61	54765	55932	1167	(1106)	$ 44.31
57	8/21/2026	9/22/2026	32	37342	37420	78	55932	57040	1108	(1030)	$ 44.76
58	9/22/2026	10/22/2026	30	New	Meter	97	57040	58248	1208	(1111)	$ 50.84
										13559	**$ 6,639.31**

Number of Full Months in Operation		**58**
Cost of System (Less Incentives)	**$**	**10,183.00**
Projected Payback (Years)		**7.41**
Total Cost of System	**$**	**22,886.00**
Incentives	**$**	**12,703.00**
Net Cost of System	**$**	**10,183.00**