

# AGENDA

## REGULAR WATER COMMISSION MEETING AND STORM WATER CITIZEN ADVISORY BOARD MEETING

***Monday, March 17, 2024***

***4:30 P.M.***

**Hauser Room – City Hall  
211 Walnut St., Neenah, WI 54956**

***NOTICE IS HEREBY GIVEN***, pursuant to the requirements of Wis. Stats. Sec. 19.84, that 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 over which they have decision making responsibility. This constitutes a meeting of the Neenah Common Council and must be noticed as such. The Council will not take any formal action at this meeting.

1. Approve Regular Meeting Minutes for February 17, 2025 (Attachment)
2. Approve the Invoices for February 2025 (Attachment)
3. Appearances
4. Old Business/New Business
  - A. Storm Water Report (Attachment)
  - B. Request to Reimburse the Developer for the Cost to Oversize Water Mains and Valves in the 2<sup>nd</sup> Addition to Freedom Acres (Attachment)
  - C. Request to Change CIP Water Main Installed Quantity for Elm Street (Division – Wisconsin) (Attachment)
  - D. Director's Report (Attachment)
  - E. Any Other Business That May Legally Come Before the Commission

*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 **Water Utility Administrative Assistant at 920-886-6180** or the **City's ADA Coordinator at (920) 886-6106** or e-mail [attorney@ci.Neenah.wi.us](mailto:attorney@ci.Neenah.wi.us) 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**  
Regular Meeting – February 17, 2025  
Hauser Room – City Hall, 211 Walnut Street, Neenah, WI

**Present:** President Schmeichel; Commissioners: Lang and Steiner (via phone); and Director Mach.

**Also Present:** HR Director Fairchild, Mr. Frank Cuthbert, and Ms. Flo Bruno

President Schmeichel called the meeting to order at 4:33 p.m.

Approve Regular Meeting Minutes for December 16, 2024 – Following discussion, **M.S.C. Schmeichel/Lang to approve the December 16, 2024 Regular Meeting Minutes**. All voting aye.

Approve the Invoices for December 2024 and January 2025 – Commissioners asked about the increased lime usage. Director Mach indicated that the water has been difficult to treat this winter with wide pH fluctuations. Currently, there is open water along the shore and above the intake.

Following discussion, **M.S.C. Lang/Steiner to approve the December 2024 and January 2025 invoices**. All voting aye.

Appearances – None.

Old Business/New Business

Request to Abandon Water Mains on a Portion of Jackson St. and McKinley St. – Director Mach presented a memo explaining the rationale behind abandoning these mains. Currently, the mains are on Galloway Company property and difficult to access if service is required. In addition, their presence may hinder growth and they provide no appreciable value to the utility.

Following discussion, **M.S.C. Schmeichel/Lang to abandon the water main along with related appurtenances on what was formerly known as Jackson Street from Henry Street to S. Commercial Street along with water main and related appurtenances on what was formerly known as McKinley Street from Henry Street east to the terminus**. All voting aye.

Request to Adjust On-Call Stipend Amount – Director Mach presented a memo regarding the on-call stipend. This was created to keep an employee in a readied state during the weekends as it was difficult to get response for emergencies during these times in the past. Director Mach could not find where this value was originally set. He requested the stipend be set to an even amount with Commission action needed to adjust it so that it is easier to manage. The value of the stipend outweighs the cost as it ensures we always have coverage for emergencies.

Following discussion, **M.S.C. Lang/Steiner to set the on-call stipend rate at \$320 for 64 hours**. All voting aye.

Update for the Mentoring Program – Director Mach discussed with the Commission the successes with the Mentoring Program. This program allows us to tailor training to meet the requirements of the job description and internal requirements while rewarding employees who spend their time and energy to mentor new employees.

Following discussion, **No action needed**.

**Waterworks Commission and Storm Water Citizens Advisory Board Regular Meeting Minutes**  
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Review Draft Tuition Reimbursement Program – Director Mach presented the Draft Tuition Reimbursement Program for Commission review. HR Director Fairchild added some valuable information regarding the suggested reimbursement maximums and grade-based reimbursement percentages. She was interested in developing a city-wide program as there currently is no tuition reimbursement available.

Following discussion, **No action requested.**

Director's Report –

1. Water Plant Operator Troy Biese has announced his retirement in March of 2025. Troy has been with us for nearly 23 years and we wish him a very happy and healthy retirement!
2. Water Loss Report – Water loss has been trending downward lately. This has been a difficult year for main breaks so far.
3. The following items were approved at the January 21, 2025 Board of Public Works Meeting:
  - Change Order No. 1, Contract 2-24, Sanitary Sewer & Laterals, Storm Water, Water Main & Services and Street Construction on E. Doty Avenue, to Kruczek Construction, Inc., for extra work done on the project, in the amount of \$5,745.21 for Water.
  - Pay Request No. 2, Contract 1-24W Removal and Replacement of Carbon Dioxide Tank and Related Appurtenances, to Rohde Brothers, Inc. in the amount of \$38,000.00.
  - Pay Request No. 3, Contract 2-24W Booster Station Contract B - Process, Mechanical, Electrical and Plumbing Construction, to Sabel Mechanical LLC., in the amount of \$190,689.19.
  - Change Order No. 1, Contract 2-24W Booster Station Contract B - Process, Mechanical, Electrical and Plumbing Construction, to Sabel Mechanical LLC., in the amount of (\$4,625.00) and to extend the completion date to January 24, 2025.
4. The following items were approved at the February 5, 2025 Board of Public Works meeting:
  - Pay Request No. 3, Contract 4-24, Sanitary Sewer and Laterals, Storm Sewer, Water Main, S. Park Easement, Scott Lamers Construction, in the amount of \$ 162,037.70 for Water.
  - Final Pay Request, Contract 2-24, Sanitary Sewer and Laterals, Storm Sewer, Water Main and Street Construction, Kruczek Construction, Inc., in the amount of \$40,682.50 for Water.
  - Final Pay Request, Contract 8-24, HMA Repairs, MCC Inc., in the amount of \$18,868.51 for Water.
5. The following items were approved at the February 11, 2025 Board of Public Works meeting:
  - ~~Pay Request No. 3, Contract 4-24, Sanitary Sewer and Laterals, Storm Sewer, Water Main, S. Park Easement, Scott Lamers Construction, in the amount of \$ 162,037.70 for Water.~~
  - Pay Request No. 3, Contract 1-24W Removal and Replacement of Carbon Dioxide Tank and Related Appurtenances, to Rohde Brothers, Inc. in the amount of \$142,500.00.
6. Booster Station update – The station is currently running well.
7. AMI update – There are a few issues with the system and staff are working with staff at Landis+Gyr to work through solutions.

**Waterworks Commission and Storm Water Citizens Advisory Board Regular Meeting Minutes**  
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8. Solar installation update – The array is working well, but was covered with snow and ice last week. Hoping the sun will melt it all off soon.
9. The next regular Waterworks Commission meeting is scheduled for Monday, March 17, 2025.

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

There being no further business, the meeting was adjourned by President Schmeichel at 5:44 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Anthony L. Mach', with a stylized flourish at the end.

Anthony L. Mach  
Director, Neenah Water Utility

**WATER UTILITY CASH ACTIVITY**  
**February 2025**  
**Estimate (Pre-Audit 2024)**

Cash Balance Feb 1, 2025		\$2,965,020
Cash Receipts		
Water Collection Receipts	611,346	
Transfer in from LGIP	700,000	
S/A-Freedom Meadows 4th add.	35,229	
Other Water Receipts	<u>32,596</u>	
		<u>1,379,171</u>
Cash Distributions		
Check Register	519,317	
Loan Pmt to City	305,331	
WE Energies	34,503	
Disbursements to the City	<u>157,603</u>	
		<u>1,016,754</u>
<b>Cash Balance Feb 28, 2025</b>		<b><u><u>3,327,438</u></u></b>

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**FEB DISBURSEMENTS TO THE CITY**

Payroll	105,287
Payroll Benefits	45,937
Vehicle Fuel & Fluids	1,339
Vehicle Maintenance	891
Postage	505
IS Services	3,492
GIS Services	<u>152</u>
<b>Total Disbursements to the City</b>	<b><u><u>157,603</u></u></b>

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**REPLACEMENT FUND RESERVES AS OF FEB 2025**

Sludge Lagoon	\$1,728,413
Vehicles	218,635
Painting Hydrants	73,000
GAC Media Replacement	530,000
Pump Rehab	168,000
Meters/Endpoints	708,440
Boiler Replacement	<u>32,500</u>
<b>Total Replacement Fund Reserves</b>	<b><u><u>\$3,458,988</u></u></b>

AP Payment Date	AP Payment Number	AP Vendor Name	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description
02/06/2025	59841	BRAZEE'S ACE HARDWARE	62351	41.94	TOOLS AND SUPPLIES		Water
02/20/2025	2489	DIVERSIFIED BENEFIT SERVICES INC	434006	59.15	JAN HRA WATER 13 @ 4.55 E	A	Water
02/28/2025	2555	U S BANK	02-25-25	370.00	FERGUSON ENT	438281/TURBO METER TESTIN	Water
02/28/2025	2555	U S BANK	02-25-25	2,202.48	FERGUSON ENT	438151/SERVICE CORP STOPS	Water
02/13/2025	59881	DURABLE CONTROLS INC	71016	5,629.80	EDC CONTROLLERS / PH PROB	ES	Water
02/28/2025	2527	U S BANK	02-25-25	127.50	ASC EMPL SOLTN PRTL ECOM	3RD QTR 2024 EAP FEES / 4	Water
02/13/2025	2478	GRAYMONT WESTERN LIME INC	35235245RI	5,779.93	HYDRATED LIME		Water
02/28/2025	2511	U S BANK	02-12-25	792.00	VORPAHL FIRE & SAFETY	215392978/GLOVES	Water
02/20/2025	2488	DIGGERS HOTLINE INC	250125801	32.50	JAN LOCATES		Water
02/28/2025	2511	U S BANK	02-12-25	247.58	AMAZON MKTPL *Z75AX5SA2	BOOSTER STATION CAMERAS	Water
02/13/2025	59890	KUFNER, JARED	000037835	10.00	OVERPD FINAL ACCOUNT	000014144	Water
02/28/2025	2511	U S BANK	02-12-25	443.25	BADGER METER INC	JAN 2025 READS/80185673	Water
02/20/2025	59916	INSIGHT PUBLIC SECTOR	1101234669	352.90	2025 NINJAONE LICENSING		Water
02/28/2025	2511	U S BANK	02-12-25	10.00	IN *ENABLING ELEMENTS, IN	BOOSTER STATION TELEMETRY	Water
02/28/2025	2511	U S BANK	02-12-25	44.97	THE HOME DEPOT #4903	CONDUIT	Water
02/20/2025	2496	KRUEGER TRUE VALUE	163673	83.62	ACID / PENETRATING OIL		Water
02/28/2025	2555	U S BANK	02-25-25	79.74	CINTAS CORP	MATS MOPS TREATMENT	Water
02/20/2025	59920	LAI LLC	2561847	2,683.96	W-M PUMPHEADS / TUBE ELEM	ENTS	Water
02/06/2025	2458	MICHELS	479928	279.45	BACKFILL - 3RD ST LEAK		Water
02/28/2025	2555	U S BANK	02-25-25	44.97	AMAZON MKTPL *F097R1T43	OFFICE SUPPLIES	Water
02/28/2025	2555	U S BANK	02-25-25	79.75	CINTAS CORP	MATS MOPS DISTRIBUTION	Water
02/06/2025	2461	N & M AUTO SUPPLY	831275	10.44	BULBS FOR TRUCKS		Water
02/28/2025	2555	U S BANK	02-25-25	288.00	AMERICAN WATER WORKS ASSO	MEMBERSHIP MACH	Water
02/28/2025	2511	U S BANK	02-12-25	80.00	VORPAHL FIRE & SAFETY	215392976/HAND WARMERS	Water

AP Payment Date	AP Payment Number	AP Vendor Name	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description
02/28/2025	2511	U S BANK	02-12-25	50.48	MARCOS PIZZA - 3607	TEAM BUILDING LUNCH	Water
02/28/2025	2511	U S BANK	02-12-25	106.36	WAL-MART #2986	CLEANING SUPPLIES/BROOM/T	Water
02/28/2025	2555	U S BANK	02-25-25	175.57	THE HOME DEPOT #4903	JUNCTION BOXES/LADDER	Water
02/28/2025	2511	U S BANK	02-12-25	5,806.50	MIDWEST METER - JACKSON	METER REPAIR PARTS	Water
02/20/2025	2496	KRUEGER TRUE VALUE	163945	6.26	NUTS AND BOLTS		Water
02/28/2025	2555	U S BANK	02-25-25	106.06	MARCOS PIZZA - 3607	TEAM BUILDING LUNCH	Water
02/28/2025	2555	U S BANK	02-25-25	43.45	HOMEDEPOT.COM	JUNCTION BOX	Water
02/27/2025	59937	BRAZEE'S ACE HARDWARE	62419	10.99	HAMMER		Water
02/28/2025	2511	U S BANK	02-12-25	5.50	SVDP NEENAH	RAGS	Water
02/20/2025	2496	KRUEGER TRUE VALUE	163826	9.99	LUMBER		Water
02/20/2025	59924	NWPA	02-26-25	120.00	NWPA CLASS		Water
02/28/2025	2511	U S BANK	02-12-25	53.85	AMAZON MKTPL*Z72DL0TA0	LENS WIPES	Water
02/28/2025	2511	U S BANK	02-12-25	1,319.60	LEVENHAGEN OIL CORPORATI	GENERATOR FUEL BOOSTER ST	Water
02/13/2025	59902	WOLFF, RANDALL G	000037169	5.75	OVERPD FINAL ACCOUNT	000018730	Water
02/06/2025	59841	BRAZEE'S ACE HARDWARE	62366	39.99	3# HAMMER		Water
02/06/2025	59848	JOHNSON CONTROLS FIRE PROTECTION LP	24495619	576.06	FIRE ALARM MONITORING		Water
02/28/2025	2511	U S BANK	02-12-25	200.79	TDS METROCOM	1/22-2/21 PHONE FEES	Water
02/13/2025	59901	WISCONSIN PUBLIC SERVICE	5352479793	7.48	PUMPING ELECTRIC-FEB 25		Water
02/28/2025	2555	U S BANK	02-25-25	140.71	AMAZON MKTPL*F097R1T43	TOOLS/FLASHLIGHTS	Water
02/28/2025	2511	U S BANK	02-12-25	113.69	MORTON SAFETY, LLC	FIRST AID KIT	Water
02/28/2025	2511	U S BANK	02-12-25	271.25	U.S. CELLULAR	AIRTIME 12/22-01/21	Water
02/28/2025	2555	U S BANK	02-25-25	742.06	AMAZON MKTPL*A153U7KA3	REPLACEMENT DESKTOP GARY	Water
02/06/2025	2455	MCC INC	CN8-24 FINAL	18,868.51	PAY REQUEST_FINAL_CONTRAC	T 8-24	Water
02/20/2025	2489	DIVERSIFIED BENEFIT SERVICES INC	434006	59.15	FEB HRA WATER 13 @ 4.55 E	A	Water

AP Payment Date	AP Payment Number	AP Vendor Name	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description
02/13/2025	2483	ROHDE BROTHERS INC	56719	142,500.00	PAY REQUEST #3 CONT 1-24W		Water
02/28/2025	2555	U S BANK	02-25-25	4.05	DSPS E SERVICE FEE COM	PROCESS FEE X-CONTROL DEV	Water
02/28/2025	2555	U S BANK	02-25-25	126.36	BTS*WERNERELECTRICSSUPPLY	S7659046.001/BUSHINGS/ CON	Water
02/20/2025	2493	GRAYMONT WESTERN LIME INC	35235510RI	5,021.78	HYDRATED LIME		Water
02/28/2025	2511	U S BANK	02-12-25	553.33	USABLUBOOK	LAB REAGENTS	Water
02/20/2025	2496	KRUEGER TRUE VALUE	164025	32.37	HOSE NOZZLES		Water
02/28/2025	2511	U S BANK	02-12-25	110.00	GAUGETEC LLC	BACKFLOW TESTER CALIBRATO	Water
02/06/2025	59852	MIDWEST METER INC	174278IN	46,228.00	METERS		Water
02/28/2025	2511	U S BANK	02-12-25	464.41	BTS*WERNERELECTRICSSUPPLY	S7648753.001/CONDUIT CLAM	Water
02/28/2025	2555	U S BANK	02-25-25	742.06	AMAZON MKTPL*A153U7KA3	REPLACEMENT DESKTOP TIM (	Water
02/20/2025	2500	MICHELS	480183	154.83	BACKFILL		Water
02/28/2025	2555	U S BANK	02-25-25	626.50	WATT'S REGULATOR CO INC	FLOW ASSEM/HF TURBIDMETER	Water
02/28/2025	2511	U S BANK	02-12-25	448.40	BADGER METER INC	DEC 2024 READS/80182695/	Water
02/06/2025	59860	RETZLAFF, CRAIG	000025801	411.02	OVERPD FINAL ACCOUNT	000001186	Water
02/28/2025	2511	U S BANK	02-12-25	18.86	UNITED STATES PLASTIC COR	LAB SYRINGES	Water
02/28/2025	2511	U S BANK	02-12-25	762.00	NORTHERN LAKE SERVICE- IN	LAB TESTS	Water
02/20/2025	2496	KRUEGER TRUE VALUE	163904	35.07	HOSE NOZZLES		Water
02/20/2025	2496	KRUEGER TRUE VALUE	163649	23.81	HAND SPRAYERS / PLUMBING	SUPPLIES	Water
02/13/2025	59901	WISCONSIN PUBLIC SERVICE	5352479793	109.34	PUMPING ELECTRIC-JAN 25		Water
02/28/2025	2527	U S BANK	02-25-25	127.50	ASC EMPL SOLTN PRTL ECOM	4TH QTR 2024 EAP FEES / 4	Water
02/13/2025	59901	WISCONSIN PUBLIC SERVICE	5352479793	108.28	PUMPING HEAT-JAN 25		Water
02/27/2025	2514	GRAYMONT WESTERN LIME INC	35235897RI	5,114.30	HYDRATED LIME		Water
02/28/2025	2511	U S BANK	02-12-25	375.59	AMAZON MKTPL*Z72DL0TA0	BOOSTER STATION	Water

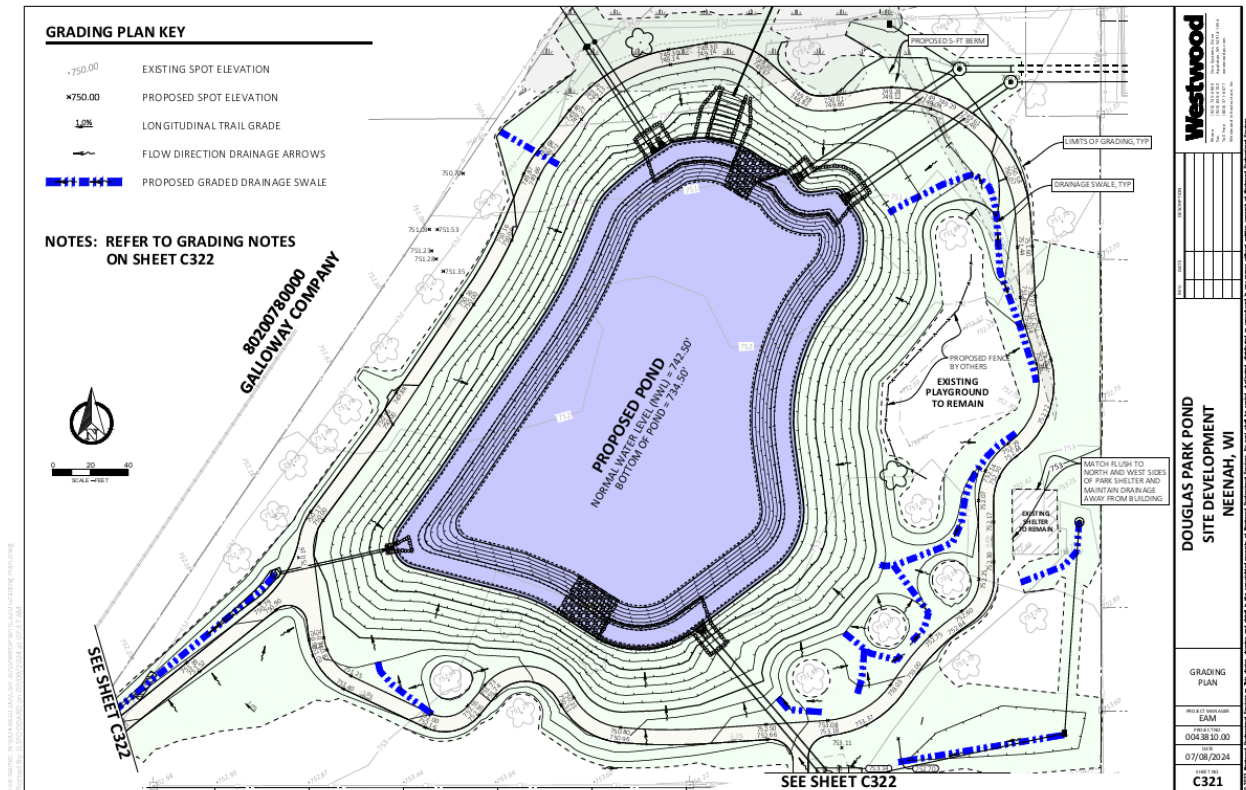


AP Payment Date	AP Payment Number	AP Vendor Name	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description
02/28/2025	2511	U S BANK	02-12-25	61.78	FASTENAL COMPANY 01WIAPP	CAMERA SY	Water
02/28/2025	2555	U S BANK	02-25-25	29.45	UNITED STATES PLASTIC COR	NUTS/BOLTS	Water
02/28/2025	2555	U S BANK	02-25-25	180.00	DSPS EPAY ISE	BUSHINGS/ELBOW FITTINGS	Water
02/28/2025	2511	U S BANK	02-12-25	5,010.03	HAWKINS INC	REGISTR X-CONTROL DEVICES	Water
02/20/2025	2489	DIVERSIFIED BENEFIT SERVICES INC	434006	31.20	HRA 2025 RENEWAL WATER 13 @ 2.40 EA	SODIUM PERMANGANATE	Water
02/06/2025	2449	DIVERSIFIED BENEFIT SERVICES INC	432141	16.00	JAN FSA-WATER- 4 EES @\$4.	00 EACH	Water
02/28/2025	2555	U S BANK	02-25-25	915.11	AMAZON MKTPL*ED7JV6QH3	SCADA LAPTOP (1)	Water
02/28/2025	2511	U S BANK	02-12-25	31.00	WI STATE HYGIENE LAB	LAB TEST	Water
02/28/2025	2555	U S BANK	02-25-25	1,538.76	HAWKINS INC	HYDROFLUOSILIC ACID	Water
02/06/2025	2456	MCMAHON	937965	4,667.10	DEC PROFESSIONAL SERVICES	CONTRACT A	Water
02/20/2025	2496	KRUEGER TRUE VALUE	163930	12.59	DIESEL TREATMENT		Water
02/28/2025	2555	U S BANK	02-25-25	6,320.16	HAWKINS INC	LPC-31	Water
02/28/2025	2555	U S BANK	02-25-25	1,612.14	AMAZON MKTPL*GQ5GW5363	LAB REPLACEMENT DESKTOPS	Water
02/06/2025	2452	GRAYMONT WESTERN LIME INC	35234846RI	5,417.56	HYDRATED LIME		Water
02/27/2025	59951	SES GROUP INC	S4566P	820.00	2024 ANNUAL BOILER INSPEC	TIONS	Water
02/06/2025	59862	SERVICE OIL COMPANY INC	214118	10,844.95	V-PLOW/FORD TRUCK		Water
02/27/2025	59937	BRAZEE'S ACE HARDWARE	62520	7.99	BOOT REPAIR GLUE		Water
02/28/2025	2511	U S BANK	02-12-25	319.92	COMPLETE OFFICE OF W	2025 PAPER ORDER	Water
02/28/2025	2527	U S BANK	02-25-25	600.00	CIS BENCHMARK	CIS ESS 2/15/25-2/14/26	Water
02/20/2025	2500	MICHEL'S	480261	593.11	BACKFILL		Water
02/28/2025	2511	U S BANK	02-12-25	27.94	HOMEDPOT.COM	CLOCKS	Water
02/27/2025	2512	CHEMTRADE CHEMICALS US LLC	90200254	8,010.90	FERRIC SULFATE		Water
02/06/2025	59841	BRAZEE'S ACE HARDWARE	62303	68.98	CHARGING EQUIPMENT FOR VA	C TRAILER	Water
02/28/2025	2511	U S BANK	02-12-25	801.20	HAWKINS INC	AMMONIA HYDROXIDE	Water

AP Payment Date	AP Payment Number	AP Vendor Name	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description
02/28/2025	2555	U S BANK	02-25-25	7.03	BTS*WERNERELECTRICSSUPPLY	S7659046.002/GROUND BLOCK	Water
02/28/2025	2511	U S BANK	02-12-25	13.39	THE UPS STORE 2376	LAB SHIPPING	Water
02/28/2025	2555	U S BANK	02-25-25	30.00	WISCONSIN WASTEWATER OPER	MEMBERSHIP MACH	Water
02/28/2025	2511	U S BANK	02-12-25	33.02	BTS*WERNERELECTRICSSUPPLY	S7648753.002/CONDUIT BUSH	Water
02/28/2025	2527	U S BANK	02-25-25	201.16	TDS METROCOM	2/22-3/21 PHONE FEES	Water
02/28/2025	2511	U S BANK	02-12-25	35.45	UNITED STATES PLASTIC COR	PIPE FITTINGS	Water
02/06/2025	2461	N & M AUTO SUPPLY	832739	30.67	WIPER BLADES - TRUCK 85		Water
02/06/2025	2449	DIVERSIFIED BENEFIT SERVICES INC	432141	12.00	2025 WATER FSA SET UP SER	VICES	Water
02/28/2025	2511	U S BANK	02-12-25	150.00	FLEET FARM 100	ANNIVERSARY PROGRAM	Water
02/28/2025	2511	U S BANK	02-12-25	92.00	4TE*CULLIGAN WATER CONDIT	LAB WATER	Water
02/28/2025	2511	U S BANK	02-12-25	43.98	THE HOME DEPOT #4903	DOOR MAT	Water
02/28/2025	2555	U S BANK	02-25-25	3,468.21	AIRGAS - NORTH	CARBON DIOXIDE	Water
02/28/2025	2555	U S BANK	02-25-25	20.00	HAWKINS INC	ENVIRONMENTAL FEE	Water
02/28/2025	2511	U S BANK	02-12-25	362.28	USABLUEBOOK	TUBE ELEMENTS	Water
02/28/2025	2511	U S BANK	02-12-25	216.00	GUENTHER SUPPLY	PIPE FITTINGS	Water
02/06/2025	59853	MORaine PARK TECHNICAL COLLEGE	S0097865	369.33	MPTC COURSEWORK - M. JOHN	SON	Water
02/06/2025	59861	SCOTT LAMERS CONSTRUCTION LLC	CN4-24 PAY #3	162,037.70	PAY REQUEST NO.3 CONTRACT	4-24	Water
02/20/2025	2493	GRAYMONT WESTERN LIME INC	35235722RI	5,116.87	HYDRATED LIME		Water
02/06/2025	59849	KRUCZEK CONSTRUCTION INC	CN2-24 FINAL	46,427.71	CN2-24 FINAL		Water
Overall - Total				519,316.51			

# **Storm Water Citizen's Advisory Board Monthly Report March 2025**

1. Douglas Park Pond: Pond excavation and piping is complete. In spring, restoration and planting will be done along with gravel trail prep and preparing the pond edge for prairie planting. Staff is meeting with the Parks & Recreation Commission on 3/20 to review the project.



2. Harrison Pond: Topsoiling and seeding will be completed in spring.
3. S. Commercial Street: Storm sewer replacement is being done on S. Commercial Street from Stanley to Tyler as the first phase of that reconstruction project. Most of the existing storm sewer is being replaced and upsized. New catch basins are also being installed. Much of the storm water flow on the north end of the project is being directed to the Douglas Pond.
4. Storm Water Management Plan update: The 2025 capital budget includes a line item for preparing an update to the 2013 storm water management plan. Staff is looking at the possibility of a WDNR grant to assist with the cost of the plan.



## 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:** March 11, 2025  
**TO:** Waterworks Commission  
**FROM:** Anthony L. Mach  
**RE:** Request to Reimburse the Developer for the Cost to Oversize Water Mains and Valves in the 2<sup>nd</sup> Addition to Freedom Acres

Van Sistine Homes, LLC (Developer) has installed public utilities at several points in the development to serve future phases in Freedom Acres and The Homes at Freedom Meadows.

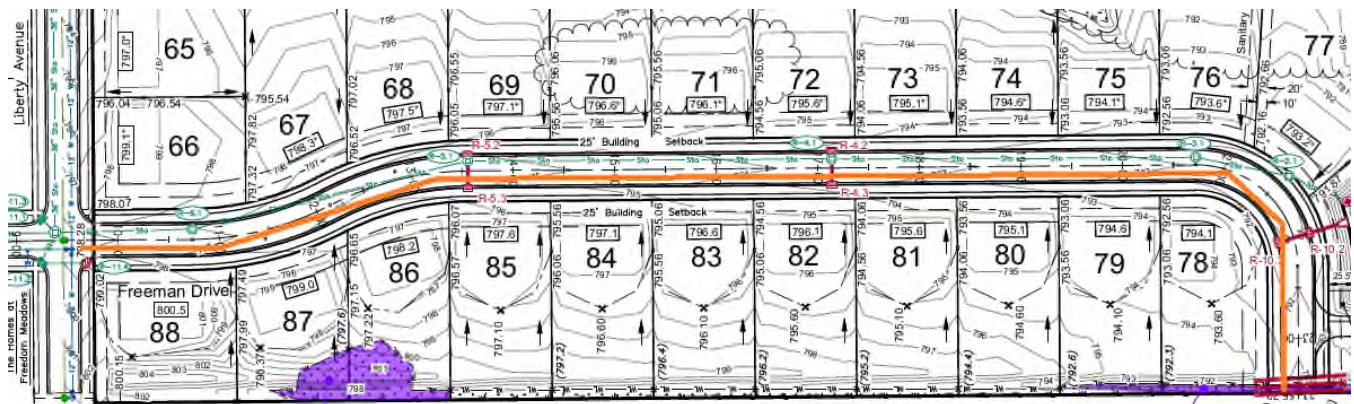
The Developer will be responsible for all costs associated with the installation of the water main, related appurtenances, and inspection fees associated with the project.

The Utility has requested water mains extending along Freeman Drive south from the existing stub be oversized from 10" to 12".

Water Main Oversizing - Estimated	Quantity	Unit	Cost	Total
Water Main Oversizing From 10" to 12"	1360	LF	\$15.00	\$20,400.00
Valve Oversizing from 10" to 12"	3	EA	\$700.00	\$2,100.00
<b>Total Water Main Oversizing - Estimated</b>				<b>\$22,500.00</b>

The location of the proposed 12" (orange) water main extension is indicated in the drawing.

This is an important development corridor within the City and the water main oversizing will allow expansion to the north and west.



The actual reimbursement will be less any applicable inspection fees due the Water Utility. There will be an oversizing assessment due for each building permit in this development which will be used to offset some of the cost of oversizing this water main.

**Staff recommends reimbursing the Developer the costs to oversize the water main in the 2nd Addition to Freedom Acres at a cost not to exceed \$23,000.00.**



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**Anthony L. Mach**

*Director of Neenah Water Utility*

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# MEMORANDUM

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**DATE:** March 11, 2025  
**TO:** Waterworks Commission  
**FROM:** Anthony L. Mach  
**RE:** Request to Change CIP Water Main Installed Quantity for Elm Street (Division – Wisconsin)

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In developing the CIP for 2025, I did not include the correct total water main needed for Elm Street (Division – Wisconsin). Thus, I am requesting that the CIP be revised to include the correct amount.

Elm Street (Division - Wisconsin) 800' of 8" at \$160/ft., 26 lead services, 5 main breaks, 14 service leaks.	\$135,000
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Elm Street (Division - Wisconsin) 1,520' of 8" at \$160/ft., 26 lead services, 5 main breaks, 14 service leaks.	\$256,000
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**Staff recommends changing the CIP quantity for Elm Street (Division – Wisconsin) from 800' of 8" to 1,520' of 8" water main.**

**Director's Report**  
**March 17, 2025**

1. Distribution Tech I Aaron Goldschmidt has been hired as a Plant Operator. We all welcome him to his new role and wish him the best. The opening in Distribution will be advertised and filled.
2. Water Loss Report.
3. The following applicable items were approved at the March 4, 2025 Board of Public Works meeting:
  - Award Contract 1-25, Utility and Street Construction, on Alexander Drive, Bruce Street, Forest Manor Court, Lexington Court, and Southfield Court, to Donald Hietpas & Sons Construction, Inc., Little Chute, in an amount of \$1,235,111.18. The total amount for Water is \$461,200.00.
  - Award Contract 2-25, Utility and Street Construction, on Elm Street and Douglas Street, to Feaker & Sons Co., Inc., De Pere, in an amount of \$1,482,526.65. The total amount for Water is \$336,794.75.
  - Final Pay Request, Contract 3-24, Utility and Street Construction, on Bayview Road, Quarry Lane, and Reed Street, to Donald Hietpas & Sons Co., Inc., Little Chute, in the amount of \$33,733.02 for Water.
  - Pay Request No. 6, Contract 7-24, Concrete Pavement, Sidewalk Repair and New Sidewalk (Baldwin St & Plummer Ct), to Jim Fischer Inc., in the amount of \$19,331.53 for Water.
4. Booster Station Update.
5. Carbon Dioxide Tank Project Update.
6. Solar installation Update.
7. The next regular Waterworks Commission Meeting is scheduled for Monday, April 21, 2025.

**NEENAH WATER UTILITY  
PRODUCTION/UNBILLED WATER REPORT**

**THREE MONTH TOTALS  
(1000 GALLONS)**

<b>USAGE PERIOD</b>	<b>RAW WATER</b>	<b>FINISHED WATER</b>	<b>BILLED WATER</b>	<b>WATER LOSS ACCOUNTED</b>	<b>WATER LOSS UNACCOUNTED</b>	<b>% WATER LOSS UNACCOUNTED</b>
CURRENT THREE MONTHS (November, December, January)	327,590	312,990	239,137	15,437	58,416	18.66%
MOST RECENT THREE MONTHS (October, November, December)	326,780	310,110	243,071	30,499	36,540	11.78%
1 YEAR AGO (November, December, January)	299,010	290,720	207,429	5,254	78,037	26.84%

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)**

<b>USAGE PERIOD</b>	<b>RAW WATER</b>	<b>FINISHED WATER</b>
Jan, 2025	3.72	3.58
Dec, 2024	3.54	3.40
Jan, 2024	3.46	3.35



## 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
	12/13/2021	12/22/2021	8	65710	66027	317	0	111	111	206	\$ 14.19
1	12/22/2021	1/24/2022	33	66027	67607	1580	111	730	619	961	\$ 79.83
2	1/24/2022	2/23/2022	30	67607	69322	1715	730	1427	697	1018	\$ 90.32
3	2/23/2022	3/24/2022	29	69322	70886	1564	1427	2424	997	567	\$ 130.02
4	3/24/2022	4/23/2022	30	70886	72295	1409	2424	3328	904	505	\$ 117.67
5	4/23/2022	5/24/2022	31	72295	73281	986	3328	4576	1248	(262)	\$ 139.57
6	5/24/2022	6/24/2022	31	73281	73902	621	4576	5941	1365	(744)	\$ 111.80
7	6/24/2022	7/23/2022	29	73902	74477	575	5941	7226	1285	(710)	\$ 104.39
8	7/23/2022	8/23/2022	31	74477	75079	602	7226	8545	1319	(717)	\$ 108.14
9	8/23/2022	9/22/2022	30	75079	75663	584	8545	9704	1159	(575)	\$ 99.79
10	9/22/2022	10/22/2022	30	75663	75869	206	9704	10689	985	(779)	\$ 58.50
11	10/22/2022	11/23/2022	32	75869	76854	985	10689	11506	817	168	\$ 106.05
12	11/23/2022	12/23/2022	30	76854	78267	1413	11506	11877	371	1042	\$ 47.24
13	12/23/2022	1/25/2023	33	78267	79918	1651	11877	12203	326	1325	\$ 48.16
14	1/25/2023	2/22/2023	28	79918	81361	1443	12203	12924	721	722	\$ 109.19
15	2/22/2023	3/23/2023	29	81361	82835	1474	12924	13752	828	646	\$ 125.59
16	3/23/2023	4/22/2023	30	82835	84109	1274	13752	14960	1208	66	\$ 183.96
17	4/22/2023	5/24/2023	32	84109	85162	1053	14960	16144	1184	(131)	\$ 166.09
18	5/24/2023	6/23/2023	30	85162	85772	610	16144	17584	1440	(830)	\$ 130.54
19	6/23/2023	7/22/2023	29	85772	86338	566	17584	18908	1324	(758)	\$ 120.49
20	7/22/2023	8/24/2023	33	86338	86982	644	18908	20427	1519	(875)	\$ 137.68
21	8/24/2023	9/22/2023	29	86982	87559	577	20427	21529	1102	(525)	\$ 111.36
22	9/22/2023	10/20/2023	28	87559	88145	586	21529	22275	746	(160)	\$ 95.86
23	10/20/2023	11/21/2023	32	88145	88900	755	22275	23003	728	27	\$ 110.03
24	11/21/2023	12/22/2023	31	88900	91178	2278	23003	23506	503	1775	\$ 75.50
25	12/22/2023	1/24/2024	33	91178	95362	4184	23506	23743	237	3947	\$ 35.39
26	1/24/2024	2/21/2024	28	95362	97057	1695	23743	24370	627	1068	\$ 97.14
27	2/21/2024	3/23/2024	31	97057	98313	1256	24370	25582	1212	44	\$ 189.15
28	3/23/2024	4/24/2024	32	98313	99494	1181	25582	26760	1178	3	\$ 183.74
29	4/24/2024	5/23/2024	29	99494	212	718	26760	28043	1283	(565)	\$ 132.55
30	5/23/2024	6/25/2024	33	212	885	673	28043	29357	1314	(641)	\$ 128.06
31	6/25/2024	7/25/2024	30	885	1482	597	29357	30682	1325	(728)	\$ 119.52
32	7/25/2024	8/26/2024	32	1482	2121	639	30682	32109	1427	(788)	\$ 128.26
33	8/26/2024	9/25/2024	30	2121	2718	597	32109	33358	1249	(652)	\$ 116.67
34	9/25/2024	10/24/2024	29	2718	3353	635	33358	34588	1230	(595)	\$ 120.59
35	10/24/2024	11/22/2024	29	3353	4038	685	34588	35205	617	68	\$ 95.91
36	11/22/2024	12/24/2024	32	4038	5832	1794	35205	35662	457	1337	\$ 70.35
37	12/24/2024	1/24/2025	31	5832	10100	4268	35662	36265	603	3665	\$ 93.50
38	1/24/2025	2/22/2025	29	10100	14082	3982	36265	36693	428	3554	\$ 69.80
						48372			36693	11679	\$ 4,202.55

Number of Full Months in Operation		38
Cost of System (Less Incentives)	\$	10,183.00
Projected Payback (Years)		7.67
 Total Cost of System	 \$	 22,886.00
Incentives	\$	12,703.00
Net Cost of System	\$	10,183.00