

AGENDA

REGULAR WATER COMMISSION MEETING AND STORM WATER CITIZEN ADVISORY BOARD MEETING

Monday, August 19, 2024

4:30 P.M.

Hauser Room – City Hall

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 July 15, 2024 (Attachment)
2. Approve the Invoices for July 2024 (Attachment)
3. Appearances
4. Old Business/New Business
 - A. Storm Water Report (Attachment)
 - B. Financial Report (Attachment)
 - C. Salary Plan Update
 - D. Benchmark Report (Attachment)
 - E. Award Contract 3-24W Removal and Disposal of Lime Sludge (Attachment)
 - F. Director's Report (Attachment)
 - G. Any Other Business That May Legally Come Before the Commission
 - H. Adjournment

*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 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 – July 15, 2024
Hauser Room – City Hall

Present: President Schmeichel; Commissioners: Lang and Bauman; and Director Mach

Excused: Commissioners Steiner and Hemes

Also Present: Alderman Pollnow

President Schmeichel called the meeting to order at 4:34 p.m.

Approve Regular Meeting Minutes for June 17, 2024 – Following discussion, **M.S.C. Schmeichel/Lang to approve the June 7, 2024 Regular Meeting Minutes.** All voting aye.

Approve the Invoices for June 2024 – Director Mach handed out the updated financials and indicated these would be included in the minutes. Commissioners had questions about invoices and charges from Graymont Western Lime, Inc. and Gannett Wisconsin. Director Mach explained that the variance in the invoices from Graymont Western Lime are due to variances in the load size. He noted that the plant is using a bit more lime this year due to higher production and difficulties with treating the water in winter. The invoices from Gannett Wisconsin are for legally required advertising of bid projects.

Following discussion, **M.S.C. Bauman/Lang to approve the June 2024 invoices.** All voting aye.

Appearances – None.

Old Business/New Business

Simplified Rate Case Discussion and Possible Action – Director Mach presented a memo requesting Commission authorization to explore the possibility of requesting a Simplified Rate Case from the PSC. detailing the request to remove the CTH G extension. He wanted to determine whether this was the best path forward for the Utility and would bring information back to the Commission at a future meeting.

Following discussion, **M.S.C. Lang/Schmeichel to approve exploring the options for implementing a Simplified Rate Case.** All voting aye.

Director's Report –

1. Water Loss Report – Water loss continues to fluctuate. Staff are continuing flushing operations.
2. The following items were approved at the July 2, 2024 Board of Public Works meeting:
 - Pay Request No. 6, Contract 2-23W West Side Booster Station Building Construction, to RJM Construction, LLC., in the amount of \$76,939.00.
 - Change Order 1 Contract 2-23W West Side Booster Station Building Construction, to RJM Construction, LLC, in the amount of \$2,739.44.
3. Booster Station update – The first coating has been applied in the interior block.
4. AMI update – Approximately 1,000 endpoints have been successfully installed.

Waterworks Commission and Storm Water Citizens Advisory Board Regular Meeting Minutes
July 15, 2024
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5. Solar installation update – The system continues to function well.
6. The next regular Waterworks Commission meeting is scheduled for Monday, August 19, 2024.

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

Any Other Business That May Legally Come Before the Commission – Director Mach had a few updates for the Commission:

- The vacant Filter Plant Electrical Technician position has been posted.
- Staff are working on plans for riprap along the shoreline. This is an approved CIP item.
- The Utility finished all required paperwork for participation in the PFAS class-action lawsuit.

Adjournment – **M.S.C. Bauman/Lang to adjourn at 5:00 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility

WATER UTILITY CASH ACTIVITY
June 2024

Cash Balance June 1, 2024		\$3,209,859
Cash Receipts		
Water Collection Receipts	684,520	
Other Water Receipts	17,384	
Q2 Interest	38,447	
		740,351
Cash Distributions		
Check Register	495,284	
Debt Service Reserve	143,281	
WE Energies	19,160	
Disbursements to the City	436,973	
		<u>1,094,698</u>
Cash Balance June 30, 2024		<u>2,855,512</u>

JUNE DISBURSEMENTS TO THE CITY

Payroll	103,427
Payroll Benefits	41,689
Vehicle Fuel & Fluids	1,814
Vehicle Maintenance	1,472
IS/GIS Services	3,605
Postage	128
Utility Bills	2,545
CVMIC Liability Insurance	7,812
2nd Qtr Printcare	116
2nd Qtr Rent	3,035
2nd Qtr Payment in Lieu of Taxes	220,036
2nd Qtr Charges for Sending/Collecting Bills-Pmt to City	18,459
2nd Qtr-Finance, Legal, HR Services-Pmt to City	32,835
Total Disbursements to the City	<u>436,973</u>

REPLACEMENT FUND RESERVES AS OF JUNE 2024

Sludge Lagoon	\$1,728,413
Vehicles	194,635
Painting Hydrants	69,000
GAC Media Replacement	530,000
Pump Rehab	136,000
Meters/Endpoints	508,440
Boiler Replacement	<u>12,500</u>
Total Replacement Fund Reserves	<u>\$3,178,988</u>

AP Payment Date	AP Payment Number	AP Vendor Number	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description	Account Number
06/28/2024	1822	9668	06-12-24	12.67	THE UPS STORE 2376	LAB SHIPPING	Water	40004017706420
06/28/2024	1825	9668	06-25-24	5,010.03	HAWKINS INC	SODIUM PERMANGANATE	Water	40004017706410
06/28/2024	1825	9668	06-25-24	840.65	USABLUBOOK	LAB REAGENTS	Water	40004017706420
06/28/2024	1822	9668	06-12-24	275.00	AMERICAN WATER WORKS ASSO	MEMBERSHIP GORGES	Water	40004017706430
06/20/2024	1774	504	CN3-24 PAY #3	225,590.28	MAY CONSTR SERV-QUARRY LN		Water	40004997709999
06/27/2024	1807	38200	468734	208.26	REPLACE HYDRANT		Water	40004997709999
06/06/2024	1734	9285	35222745RI	5,036.02	HYDRATED LIME		Water	40004017706410
06/27/2024	1795	7990	CN1224 FINAL	3,241.03	MAY CONSTR-COMMERCIAL ST	FOR DOUGLAS POND-FINAL	Water	40004997709999
06/28/2024	1822	9668	06-12-24	29.00	WI STATE HYGIENE LAB	LAB TEST	Water	40004017706420
06/28/2024	1822	9668	06-12-24	2.82	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017709030
06/27/2024	58830	4015	000013231	431.61	OVERPD FINAL ACCOUNT	000022218	Water	40000003070000
06/28/2024	1773	9668	06-12-24	1,128.42	ENGINEERING CONSULTING S	CONSTRUCTION SERVICE/DENS	Water	40004997709999
06/13/2024	58765	8180	64725	20.00	ELECTRONIC RECYLING		Water	40004017706430
06/28/2024	1822	9668	06-12-24	570.75	BADGER METER INC	MAY METER READS	Water	40004017709020
06/13/2024	1757	9285	35223054RI	5,052.96	HYDRATED LIME		Water	40004017706410
06/28/2024	1825	9668	06-25-24	20.00	BADGER LABORATORIES INC	LAB TEST	Water	40004017706430
06/28/2024	1822	9668	06-12-24	226.13	NCL OF WISCONSIN INC	LAB REAGENTS/MEDIA	Water	40004017706420
06/13/2024	1759	37420	935078	12,913.25	3/31-4/27 CONSTR SERVICES	BOOSTER STATION	Water	40004997709999
06/20/2024	58802	4015	000000857	288.63	OVERPD FINAL ACCOUNT	000011584	Water	40000003070000
06/28/2024	1822	9668	06-12-24	3.75	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017709210
06/28/2024	1822	9668	06-12-24	506.22	TNEMEC COMPANY INC	EPOXY PAINT	Water	40004027706520
06/28/2024	1773	9668	06-12-24	4.70	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017706650
06/28/2024	1773	9668	06-12-24	3,272.77	TROJAN TECHNOLOGIES	TROJAN UV PARTS, BEARINGS	Water	40004027706520
06/28/2024	1822	9668	06-12-24	78.71	WAL-MART #2986	SUPPLIES	Water	40004027706520
06/28/2024	1823	9668	06-25-24	3.30	TDS METROCOM	6/10-7/09 PHONE FEES	Water	40004017706630
06/27/2024	58836	2028	133147	1,355.56	GIS UPDATES THRU 5/25		Water	40004017709230
06/13/2024	58744	28700	2024000039668	8,359.20	SODIUM HYPOCHLORITE		Water	40004017706410
06/28/2024	1825	9668	06-25-24	8.81	AMAZON MKTPL*W059B3TW3	SWITCH	Water	40004017706430
06/27/2024	1796	7349	413788	20.00	JUN FSA-WATER-5 EES @\$4.0	0 EA	Water	40004017709260
06/28/2024	1822	9668	06-12-24	12.78	HOMEDEPOT COM	FAUCET RISERS	Water	40004997709999
06/13/2024	58762	4015	000025287	152.64	OVERPD FINAL ACCOUNT	0000001054	Water	40000003070000
06/13/2024	58738	8332	6414638	277.56	BOOSTER STATION AD CONTRA	CT 2-24W/	Water	40004997709999
06/28/2024	1773	9668	06-12-24	9.86	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017706430
06/13/2024	1753	7349	412760	76.50	JUN HRA WATER-17 EES @ \$4	.50 EA	Water	40004017709260
06/28/2024	1822	9668	06-12-24	250.00	ELIMINATOR PEST MGT	EXTERIOR INSECT SPRAY	Water	40004027706520
06/28/2024	1825	9668	06-25-24	939.97	HAWKINS INC	AMMONIA HYDROXIDE	Water	40004017706410
06/06/2024	58704	8912	66952	585.00	FLUORIDE ION ELECTRODE		Water	40004027706520
06/06/2024	58720	5852	E43596	929.50	LAB TESTS - LAGOON SLUDGE		Water	40004027706510
06/28/2024	1823	9668	06-25-24	69.23	TDS METROCOM	6/10-7/09 PHONE FEES	Water	40004017706430
06/28/2024	1773	9668	06-12-24	2.18	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017709030
06/28/2024	1822	9668	06-12-24	6.08	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017706650
06/27/2024	1807	38200	468734	286.41	WATER MAIN BREAK		Water	40004027706730
06/28/2024	1822	9668	06-12-24	6,320.16	HAWKINS INC	LPC31	Water	40004017706410
06/28/2024	1822	9668	06-12-24	0.61	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017706630
06/28/2024	1825	9668	06-25-24	-12.78	HOMEDEPOT COM	RETURN FAUCET RISERS	Water	40004997709999
06/28/2024	1825	9668	06-25-24	2,972.00	GRIFFIN FILTER TECHNOLOG	MOTOR/BLOWER ASS/FILTERS	Water	40004027706520
06/28/2024	1825	9668	06-25-24	69.35	CINTAS CORP	MATS MOPS TREATMENT	Water	40004017706430
06/20/2024	1785	32600	158908	16.51	HARDWARE/BRACKETS		Water	40004027706520
06/27/2024	58831	4015	000013233	118.59	OVERPD FINAL ACCOUNT	000024026	Water	40000003070000
06/20/2024	1785	32600	158234	140.35	BALL VALVES		Water	40004027706780
06/28/2024	1825	9668	06-25-24	33.17	AMAZON.COM*TH2M88HM3	BATTERIES	Water	40004017706430
06/28/2024	1823	9668	06-25-24	32.97	TDS METROCOM	6/10-7/09 PHONE FEES	Water	40004017706650
06/20/2024	58778	347	60256	86.96	LANDSCAPE MATERIAL		Water	40004027706750
06/28/2024	1822	9668	06-12-24	450.00	IN *GRAPHIC COMPOSITION L	2023 WOR PRINT/MAILING	Water	40004017709270
06/20/2024	58795	5962	CN2-24 PAY #2	129,708.25	MAY CONSTR SERV-E DOTY	AVE	Water	40004997709999
06/20/2024	1779	9285	35223515RI	5,171.54	HYDRATED LIME		Water	40004017706410
06/28/2024	1822	9668	06-12-24	223.00	AED SUPERSTORE	AED ELECTRODES	Water	40004017706430
06/28/2024	1822	9668	06-12-24	84.00	EBAY O*14-11621-75052	PUMP SEAL	Water	40004027706520
06/06/2024	58707	32700	INV61225	31,185.00	VFDS FOR HS PUMPS		Water	40004997709999
06/28/2024	1822	9668	06-12-24	325.18	IDEXX DISTRIBUTION INC	LAB QC MEDIA	Water	40004017706420
06/28/2024	1822	9668	06-12-24	20.00	HAWKINS INC	ENVIRONMENTAL FEE	Water	40004017706410
06/28/2024	1825	9668	06-25-24	1,557.52	HAWKINS INC	HYDROFULSILICIC ACID	Water	40004017706410
06/28/2024	1822	9668	06-12-24	55.50	4TE*CULLIGAN WATER CONDIT	LAB WATER	Water	40004017706420

06/28/2024	1822	9668	06-12-24	79.99 EBAY O*27-11614-73066	DOOR STRIKE	Water	40004027706510
06/20/2024	58780	5532	90110973	8,823.60 FERRIC SULFATE		Water	40004017706410
06/20/2024	1774	504	CN3-24 PAY #3	2,327.50 MAY CONSTR SERV-BAYVIEW	RD	Water	40004997709999
06/27/2024	1802	9285	35224439RI	5,014.24 HYDRATED LIME		Water	40004017706410
06/28/2024	1773	9668	06-12-24	0.47 TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017706630
06/28/2024	1825	9668	06-25-24	333.59 ZORO TOOLS INC	SAFTEY HARNESS	Water	40004017706430
06/28/2024	1773	9668	06-12-24	2.90 TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017709210
06/28/2024	1825	9668	06-25-24	467.99 AMAZON MKTPL*W059B3TW3	OUTRIGGER PADS AND BATTER	Water	40004017706650
06/28/2024	1822	9668	06-12-24	1,595.53 IDEXX DISTRIBUTION INC	LAB REAGENTS/SUPPLIES	Water	40004017706420
06/20/2024	58810	1691	CN4-24 PAY #1	18,719.75 MAY CONSTR SERV-S PARK	EASEMENT	Water	40004997709999
06/28/2024	1822	9668	06-12-24	12.77 TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017706430
06/20/2024	1785	32600	158240	50.38 ROOT CUTTERS		Water	40004027706750
06/27/2024	58857	8767	S4418P	395.00 ANNUAL CHILLER INSPECTION		Water	40004017706430
06/28/2024	1825	9668	06-25-24	69.35 CINTAS CORP	MATS MOPS DISTRIBUTION	Water	40004017706650
06/28/2024	1822	9668	06-12-24	605.00 CENTRAL TEMPERATURE EQUI	AC/CHILLER INSPECTIONS	Water	40004017706430
06/28/2024	1825	9668	06-25-24	120.18 NORTHERN LAKE SERVICE- IN	LAB TESTS	Water	40004017706420
Overall - Total				495,284.36			

WATER UTILITY CASH ACTIVITY
July 2024

Cash Balance Jul 1, 2024		\$2,855,512
Cash Receipts		
Water Collection Receipts	648,630	
Other Water Receipts	16,363	
		664,993
Cash Distributions		
Check Register	802,727	
WE Energies	21,290	
Disbursements to the City	159,334	
		983,351
Cash Balance Jul 31, 2024		2,537,154

JULY DISBURSEMENTS TO THE CITY

Payroll	108,964
Payroll Benefits	42,602
Vehicle Fuel & Fluids	1,642
Vehicle Maintenance	2,075
Postage	446
IS Services	3,458
GIS Services	147
Total Disbursements to the City	159,334

REPLACEMENT FUND RESERVES AS OF JULY 2024

Sludge Lagoon	\$1,728,413
Vehicles	197,635
Painting Hydrants	69,500
GAC Media Replacement	530,000
Pump Rehab	140,000
Meters/Endpoints	533,440
Boiler Replacement	15,000
Total Replacement Fund Reserves	\$3,213,988

AP Payment Date	AP Payment Number	AP Vendor Number	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description	Account Number
07/31/2024	1895	9668	07-14-24	231.00	EMS INC	ANNUAL HOIST INSPECTIONS	Water	40004017706430
07/31/2024	1916	9668	07-25-24	69.35	CINTAS CORP	MATS MOPS TREATMENT	Water	40004017706430
07/01/2024	1820	9640	CN1-24 PAY #3	204,174.71	MAY CONSTR SERV-CEDAR ST		Water	40004997709999
07/31/2024	1855	9668	07-14-24	101.04	U.S. CELLULAR	AIRTIME 4/22-5/21	Water	40004017706650
07/01/2024	1820	9640	CN1-24 PAY #3	11,897.04	MAY CONSTR SERV-STEVENSON	ST	Water	40004997709999
07/18/2024	1862	9285	35224444RI	4,864.20	HYDRATED LIME		Water	40004017706410
07/01/2024	1820	9640	CN1-24 PAY #3	29,285.65	MAY CONSTR SERV-BELMONT	CT	Water	40004997709999
07/11/2024	58878	9642	1174406	152.90	DENSITY TESTING		Water	40004997709999
07/18/2024	1859	504	CN3-24 PAY #4	71,518.84	PAY REQUEST #4		Water	40004997709999
07/18/2024	58926	5962	CN2-24 PAY #3	52,267.10	PAY REQUEST #3		Water	40004997709999
07/11/2024	1829	17717	240525801	210.00	MAY LOCATES		Water	40004017706620
07/31/2024	1895	9668	07-14-24	571.10	BADGER METER INC	JUNE METER READS	Water	40004017709020
07/31/2024	1855	9668	07-14-24	68.98	TDS METROCOM	7/10-8/9 PHONE FEES	Water	40004017706430
07/18/2024	1858	9640	CN1-24 PAY #4	257,526.05	PAY REQUEST #4		Water	40004997709999
07/01/2024	1820	9640	CN1-24 PAY #3	5,195.83	MAY CONSTR SERV-BELMONT	AVE	Water	40004997709999
07/31/2024	1916	9668	07-25-24	112.50	ASC EMPL SOLTN PRTL ECOM	2ND QTR EAP FEES	Water	40004017709260
07/31/2024	1916	9668	07-25-24	278.53	THE HOME DEPOT PRO	WIPES/TOWELS/RAGS	Water	40004027706520
07/31/2024	1895	9668	07-14-24	29.00	WI STATE HYGIENE LAB	LAB TESTS	Water	40004017706420
07/31/2024	1916	9668	07-25-24	69.35	CINTAS CORP	MATS MOPS DISTRIBUTION	Water	40004017706650
07/31/2024	1916	9668	07-25-24	6,320.16	HAWKINS INC	LPC-31	Water	40004017706410
07/31/2024	1855	9668	07-14-24	33.67	U.S. CELLULAR	AIRTIME 4/22-5/21	Water	40004017706630
07/31/2024	1895	9668	07-14-24	405.00	PACKER CITY SOFT WATER LL	SOFTENER SALT	Water	40004027706520
07/31/2024	1855	9668	07-14-24	10.60	TDS METROCOM	6/22-7/21 PHONE FEES	Water	40004017706650

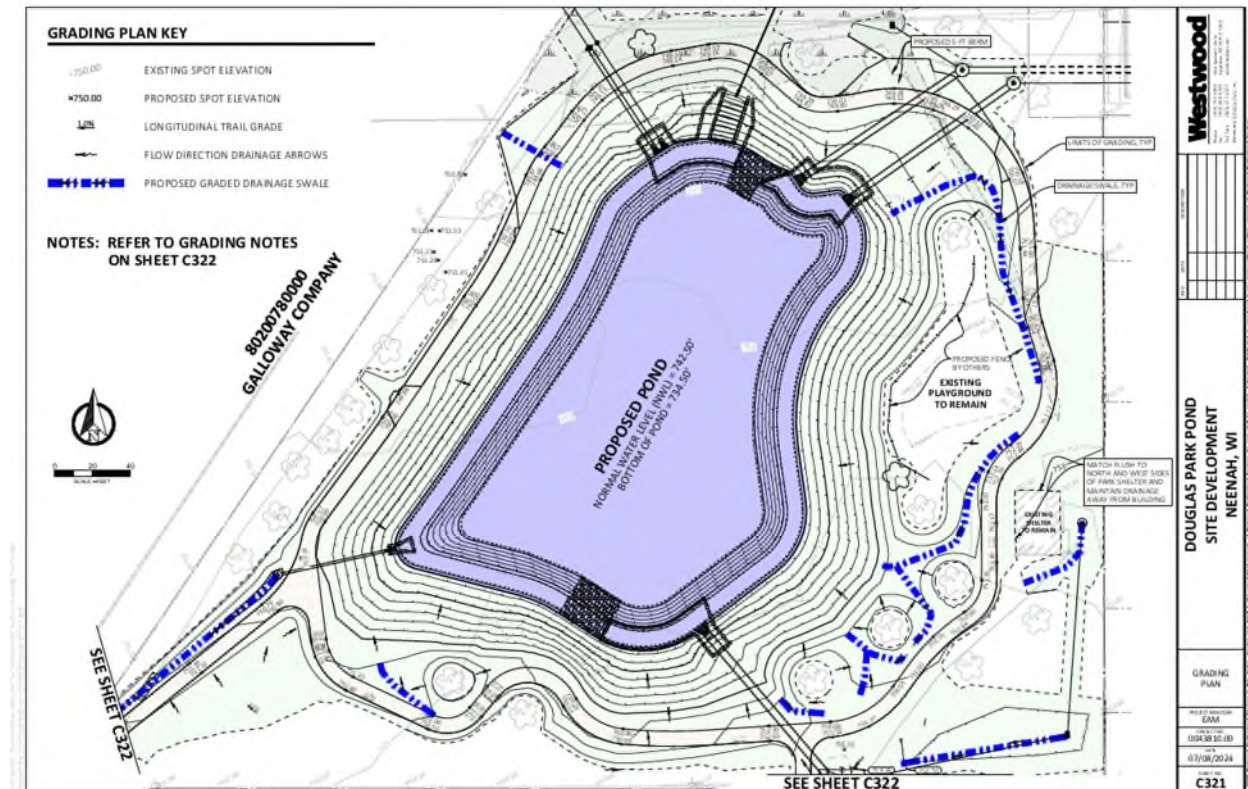
AP Payment Date	AP Payment Number	AP Vendor Number	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description	Account Number
07/31/2024	1855	9668	07-14-24	3.29	TDS METROCOM	7/10-8/9 PHONE FEES	Water	40004017706630
07/31/2024	1895	9668	07-14-24	349.95	AMZN MKTP US*R78MP9E21	PLANT PA SYSTEM AMP	Water	40004027706510
07/31/2024	1895	9668	07-14-24	173.02	MARKS PLUMBING PARTS	2159314/MILWAUKEE BATTERI	Water	40004017706650
07/31/2024	1895	9668	07-14-24	78.75	IN *LARSEN MATERIALS L.L.	BLACK SOIL MAINS	Water	40004027706730
07/31/2024	1895	9668	07-14-24	-56.78	EBAY O*25-11760-14061	REUND CHEMICAL PUMPS	Water	40004027706520
07/25/2024	1881	9285	35225267RI	4,738.36	HYDRATED LIME		Water	40004017706410
07/18/2024	1865	32600	159015	8.35	NUTS, BOLTS		Water	40004027706520
07/18/2024	58918	5532	90119863	8,823.60	FERRIC SULFATE		Water	40004017706410
07/31/2024	1895	9668	07-14-24	175.00	CORE & MAIN - WI005	VALVE WRENCH	Water	40004027706730
07/25/2024	1877	17717	240625801	179.50	JUN LOCATES		Water	40004017706620
07/11/2024	58913	79240	05-18-24	200.00	710 CEDAR ST PLUMBING REP	AIR	Water	40004017706650
07/31/2024	1895	9668	07-14-24	1,010.80	USABBLUEBOOK	LAB REAGENTS	Water	40004017706420
07/31/2024	1916	9668	07-25-24	141.98	WAL-MART #2986	BUILDING SUPPLIES	Water	40004027706520
07/11/2024	1834	9285	35224574RI	5,285.28	HYDRATED LIME		Water	40004017706410
07/31/2024	1916	9668	07-25-24	120.18	NORTHERN LAKE SERVICE-IN	LAB TESTS	Water	40004017706420
07/31/2024	1895	9668	07-14-24	191.93	MARKS PLUMBING PARTS	2157105/MILWAUKEE BATTERY	Water	40004017706650
07/31/2024	1916	9668	07-25-24	3,122.76	GRIFFIN FILTER TECHNOLOG	LIME SYS FILTERS/MOTOR/B	Water	40004027706520
07/31/2024	1895	9668	07-14-24	3,360.00	MIDWEST METER - JACKSON	1 1/2 IN METER	Water	40004997709999
07/31/2024	1855	9668	07-14-24	21.80	U.S. CELLULAR	AIRTIME 4/22-5/21	Water	40004017706430
07/31/2024	1855	9668	07-14-24	32.85	TDS METROCOM	7/10-8/9 PHONE FEES	Water	40004017706650
07/31/2024	1855	9668	07-14-24	4.91	TDS METROCOM	6/22-7/21 PHONE FEES	Water	40004017709030
07/18/2024	1862	9285	35224805RI	4,866.62	HYDRATED LIME		Water	40004017706410
07/31/2024	1855	9668	07-14-24	1.06	TDS METROCOM	6/22-7/21 PHONE FEES	Water	40004017706630
07/31/2024	1895	9668	07-14-24	1,022.44	EBAY O*25-11760-14061	CHEMICAL PUMPS	Water	40004027706520

AP Payment Date	AP Payment Number	AP Vendor Number	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description	Account Number
07/31/2024	1895	9668	07-14-24	460.33	KUNDINGER INC	SUCTION DISCHRG HOSES/ADA	Water	40004027706520
07/31/2024	1895	9668	07-14-24	3,096.00	AIRGAS - NORTH	CARBON DIOXIDE	Water	40004017706410
07/31/2024	1895	9668	07-14-24	8,505.00	FERGUSON ENT	METER HORNS	Water	40004027706760
07/31/2024	1916	9668	07-25-24	20.00	HAWKINS INC	ENVIRONMENTAL FEE	Water	40004017706410
07/18/2024	58916	347	60499	18.99	HACK SAW		Water	40004027706750
07/31/2024	1916	9668	07-25-24	939.97	HAWKINS INC	AMMONIA HYDROXIDE	Water	40004017706410
07/31/2024	1855	9668	07-14-24	6.54	TDS METROCOM	6/22-7/21 PHONE FEES	Water	40004017709210
07/31/2024	1895	9668	07-14-24	432.00	4TE*MARTIN SYSTEMS	SECUR SYSTM SOFTW LICENSE	Water	40004017706430
07/31/2024	1855	9668	07-14-24	21.81	U.S. CELLULAR	AIRTIME 4/22-5/21	Water	40004017706260
07/11/2024	58878	9642	1174407	315.68	DENSITY TESTING		Water	40004997709999
07/31/2024	1895	9668	07-14-24	427.20	USABBLUEBOOK	PUMP TUBES	Water	40004027706520
07/11/2024	1840	38200	469639	163.58	BACKFILL		Water	40004027706730
07/31/2024	1895	9668	07-14-24	106.18	MARCOS PIZZA - 3607	TEAM BUILDING LUNCH	Water	40004017706430
07/11/2024	1830	7349	415076	76.50	JUL HRA WATER-17 EES @ \$4	.50 EA	Water	40004017709260
07/31/2024	1855	9668	07-14-24	16.84	U.S. CELLULAR	AIRTIME 4/22-5/21	Water	40004017709020
07/18/2024	58942	10518	PAY #6	76,939.00	PAY REQUEST #6 CONT 2-23W		Water	40004997709999
07/31/2024	1895	9668	07-14-24	1,153.60	USABBLUEBOOK	DECHLORINATION TABLETS	Water	40004017706620
07/18/2024	1865	32600	159041	22.99	WEED KILLER		Water	40004027706520
07/31/2024	1895	9668	07-14-24	37.80	MIDWEST METER - JACKSON	RUBBER GASKET	Water	40004997709999
07/31/2024	1855	9668	07-14-24	22.25	TDS METROCOM	6/22-7/21 PHONE FEES	Water	40004017706430
07/11/2024	1837	37420	935324	11,340.69	BOOSTER STATION CONST SER	V 4/28-6/1	Water	40004997709999
07/11/2024	58878	9642	1174405	405.55	DENSITY TESTING		Water	40004997709999
07/18/2024	1865	32600	159123	41.37	SHOP SUPPLIES		Water	40004027706780
07/31/2024	1855	9668	07-14-24	84.20	U.S. CELLULAR	AIRTIME 4/22-5/21	Water	40004017706620

AP Payment Date	AP Payment Number	AP Vendor Number	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description	Account Number
07/18/2024	1865	32600	159149	8.99	ADHESIVE SEALANT		Water	40004027706520
07/31/2024	1895	9668	07-14-24	16.44	WM SUPERCENTER #2986	CUST RUST REMOVER PRODUCT	Water	40004017706650
07/31/2024	1916	9668	07-25-24	5,010.03	HAWKINS INC	SODIUM PERMANGANATE	Water	40004017706410
07/31/2024	1895	9668	07-14-24	78.75	IN *LARSEN MATERIALS L.L.	BLACK SOIL SERVICES	Water	40004027706750
07/25/2024	1881	9285	35225229RI	4,973.10	HYDRATED LIME		Water	40004017706410
07/11/2024	58908	10254	1ST ADD FA/REIM	5,078.65	REIMB OVERSIZING WATER MA	IN	Water	40004997709999
07/31/2024	1895	9668	07-14-24	25.00	FERRELL*GAS LP	PROPANE SERVICE	Water	40004017706430
07/31/2024	1895	9668	07-14-24	64.25	4TE*CULLIGAN WATER CONDIT	LAB WATER	Water	40004017706420
07/18/2024	1868	38200	470078	884.15	BACKFILL		Water	40004027706730
07/31/2024	1895	9668	07-14-24	12.67	THE UPS STORE 2376	LAB SHIPPING	Water	40004017706420
07/31/2024	1916	9668	07-25-24	772.99	SENSOREX	PH PROBES	Water	40004027706520
07/31/2024	1895	9668	07-14-24	1,900.00	CORE & MAIN - WI005	VACUUM BREAKERS	Water	40004017706640
Overall - Total				802,727.34				

**Storm Water Citizen's Advisory Board
Monthly Report
August 2024**

1. Douglas Park Pond: The piping connecting Commercial Street to the pond site has been completed. Staff is working through wetlands permitting requirements with WDNR. Plans for the pond are in final review and will be advertised for bid shortly.



2. Harrison Pond: Troubleshooting is being done on the pump installation to address run errors that have occurred. Trees have been planted along the storage building and several tree replacements have been planted. City staff are mowing the turf grass area around the pond and a landscaping service has been hired to oversee the planter beds.
3. Several of the rainstorms caused street flooding. In several of the areas that flooded, the cause was inlet protection that had been placed for street or utility projects.

NEENAH WATER UTILITY

6 MONTH FINANCIAL REPORT

January 1 through June 30, 2024

Neenah Water Utility					
Comparative Balance Sheet					
as of June 30, 2024 & 2023					
Assets	2024		Assets	2023	
Current Assets			Current Assets		
Cash & Cash Equivalents			Cash & Cash Equivalents		
Cash on Hand	\$ 2,855,512		Cash on Hand	\$ 4,171,865	
Working Funds - Petty Cash	200		Working Funds - Petty Cash	200	
Prepays	1,360		Prepays	2,227	
Total Cash & Cash Equivalents		\$ 2,857,072	Total Cash & Cash Equivalents		\$ 4,174,292 A)
Temporary Investments			Temporary Investments		
Unrestricted	16,669		Unrestricted	\$ 22,594	
Restricted for Debt Service	299,450		Restricted for Debt Service	444,149	B)
Replacement Reserves	3,178,988		Replacement Reserves	3,531,958	
Total Temporary Investments		\$ 3,495,107	Total Temporary Investments		\$ 3,998,701
Receivables			Receivables		
Customer Account	\$ 1,901,152		Customer Account	\$ 1,884,265	C)
Other	2,348		Other	2,728	D)
Investment Interest	13,412		Investment Interest	13,385	
Total Receivables		\$ 1,916,912	Total Receivables		\$ 1,900,378
Inventory			Inventory		
Chemical	\$ 101,666		Chemical	\$ 92,086	
Meter & Hydrant Supplies	24,916		Meter & Hydrant Supplies	24,916	
Total Inventory		\$ 126,582	Total Inventory		\$ 117,002 E)
Total Current Assets		\$ 8,395,673	Total Current Assets		\$ 10,190,373
NonCurrent Assets			NonCurrent Assets		
Long Term Investments		2,123,145	Long Term Investments		2,066,673
Revenue Bond Reserve Investments		319,000	Revenue Bond Reserve Investments		319,000
Unamortized Premiums on Borrowing/Refunding		(3,571)	Unamortized Premiums on Borrowing/Refunding		(6,092)
Cell Tower Lease Rec		8,169,370	Cell Tower Lease Rec		8,206,477
Deferred Outflows Related to Pension		2,284,356	Deferred Outflows Related to Pension		1,322,071
Fixed Assets			Fixed Assets		
Utility Plant in Service	\$ 73,916,048		Utility Plant in Service	\$ 71,019,424	
Less: Accumulated Depreciation	(28,091,180)		Less: Accumulated Depreciation	(26,658,377)	
Net Utility Plant in Service		\$ 45,824,868	Net Utility Plant in Service		\$ 44,361,047
Construction Work in Process		2,455,512	Construction Work in Process		1,243,951
Deferred Special Assessments		404,154	Deferred Special Assessments		404,154
Net Pension Asset		-	Net Pension Asset		562,869 F)
Total NonCurrent Assets		61,576,834	Total NonCurrent Assets		58,480,150
Total Assets		\$69,972,507	Total Assets		\$68,670,523
Liabilities & Capital			Liabilities & Capital		
Current Liabilities			Current Liabilities		
Accruals			Accruals		
Due to Vendors/Contractors	\$131,892		Due to Vendors/Contractors	\$70,372	
Payrolls	13,497		Payrolls	11,154	
In Lieu of Property Taxes	1,019,146		In Lieu of Property Taxes	988,412	G)
Interest	25,818		Interest	9,809	
Total Accruals		\$ 1,190,353	Total Accruals		\$ 1,079,746
Deferred Revenue			Deferred Revenue		
Total Current Liabilities		\$1,190,353	Total Current Liabilities		\$1,079,746
NonCurrent Liabilities			NonCurrent Liabilities		
Revenue/Refunding Bonds/Notes		\$ 305,000	Revenue/Refunding Bonds/Notes		\$ 400,000 H)
Safe Drinking Loan		593,139	Safe Drinking Loan		2,254,940 I)
City Loan		2,726,020	City Loan		3,000,000 J)
Employee Vacation & Sick Leave Reserve		98,092	Employee Vacation & Sick Leave Reserve		105,242
Allowance of Uncollectable A/R		16,700	Allowance of Uncollectable A/R		16,700
Deferred Inflow Cell Tower Lease		8,169,370	Deferred Inflow Cell Tower Lease		8,206,477
Deferred Special Assessments		404,154	Deferred Special Assessments		404,154
Net Pension Liability		329,322	Net Pension Liability		-
Total NonCurrent Liabilities		\$ 12,641,797	Total NonCurrent Liabilities		\$ 14,387,513
Total Liabilities		\$ 13,832,150	Total Liabilities		\$ 15,467,259
Deferred Inflows Related to Pension		\$ 1,756,487	Deferred Inflows Related to Pension		\$ 1,534,443
Capital & Retained Earnings			Capital & Retained Earnings		
City Paid in Capital		\$ 2,661,887	City Paid in Capital		\$ 2,661,887 K)
Beginning Retained Earnings	\$ 50,369,463		Beginning Retained Earnings	\$ 47,518,706	
Net Income (Loss)	1,352,520		Net Income (Loss)	1,488,228	L)
Ending Retained Earnings		\$ 51,721,983	Ending Retained Earnings		\$ 49,006,934
Total Capital & Retained Earnings		54,383,870	Total Capital & Retained Earnings		51,668,821
Total Liabilities & Capital		\$ 69,972,507	Total Liabilities & Capital		\$ 68,670,523

**Neenah Water Utility
Notes and Explanations
Comparative Balance Sheet
For the Period Ending June 30, 2023 & 2024**

Liquidity (Current assets/current liabilities) ratio = 7.05 for the 2nd Quarter of 2024. Above 1 is the goal. 2nd Quarter of 2023 = 9.44

- A) Total Cash Equivalents have decreased for the 2nd Quarter 2024 over the corresponding period in 2023 due to payments for the booster station and retirement of long-term debt.
- 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.
- C) Customer Account includes bills sent out at the end of June to residential, commercial, multifamily, industrial, and public accounts.
- D) Includes other billings not yet paid.
- E) Total Inventory is the value of treatment chemicals and distribution materials held in inventory.
- F) Net Pension Liability and Net Pension Asset are based on WRS investment performance.
- G) PILOT based on Utility Plant in Service.
- H) Includes revenue bonds with maturity date 12/1/2026.
- I) Safe Drinking Water Loan used for plant construction, issued 2005 and 2006 with maturity dates 5/1/2024 and 5/1/2025.
- J) Loan from the City for CIP Projects.
- K) Includes City projects paid by TIF.
- L) Net income

Neenah Water Utility					
Comparative Income Statement					
Six Months Ending - June 30, 2024 & 2023					
	2024	2023	Percent Change		
Water Operating Revenue					
Unmetered					
Sales to General Customers (WFC)	1,497	1,544	-3.0%	(A)	(47)
Private Fire Protection (Firelines)	68,667	68,795	-0.2%	(B)	(128)
Public Fire Protection - All Customers	877,216	860,128	2.0%	(C)	17,088
Total Unmetered Revenue	\$947,380	\$930,467	1.8%		16,913
Metered					
Bulk Water - All Customer Types		0	0.0%	(D)	-
Residential Customers	1,539,542	1,554,156	-0.9%	(E)	(14,614)
Multi Residential Customers	76,118	78,925	-3.6%	(F)	(2,807)
Commercial Customers	436,596	443,201	-1.5%	(G)	(6,605)
Industrial Customers	917,313	913,597	0.4%	(H)	3,716
Municipal/Other Public Customers	46,724	55,933	-16.5%	(I)	(9,209)
Total Metered Revenue	\$3,016,293	\$3,045,812	-1.0%		(29,519)
Total Water Operating Revenue	\$ 3,963,673	\$ 3,976,279	-0.3%	(J)	(12,606)
Other Operating Revenue					
Forfeited Discounts (Late Fees)	18,829	19,985	-5.8%	(K)	(1,156)
Miscellaneous Service Revenues	6,682	7,601	-12.1%	(L)	(919)
Water Property Rental Revenue	72,143	107,856	-33.1%	(M)	(35,713)
Other Revenues	13,276	12,532	5.9%	(N)	744
Total Other Operating Revenue	\$110,930	\$147,974	-25.0%		(37,044)
Total Operating Revenue	\$ 4,074,603	\$ 4,124,253	-1.2%	(O)	(49,650)
Operating Expenses					
Source of Supply Expenses	7,187	15,456	-53.5%	(P)	(8,269)
Pumping Expenses	129,509	122,491	5.7%	(Q)	7,018
Water Treatment Expenses	650,467	608,590	6.9%	(R)	41,877
Transmission & Distribution Expenses	202,173	208,980	-3.3%	(S)	(6,807)
Customer Account Expenses	86,856	79,034	9.9%	(T)	7,822
Administrative & General Expenses	245,566	218,194	12.5%	(U)	27,372
Employee Fringe Benefit Expense	189,050	184,040	2.7%	(V)	5,010
Depreciation Expense	841,805	825,300	2.0%	(W)	16,505
Property Tax Expense	579,075	509,151	13.7%	(X)	69,924
Payroll Tax Expense	42,422	40,323	5.2%	(Y)	2,099
Total Operating Expenses	\$ 2,974,110	\$ 2,811,558	5.8%		162,552
Net Operating Income (Loss)	\$ 1,100,493	\$ 1,312,695	-16.2%		(212,202)
Other Revenue					
Interest Income	235,206	218,270	7.8%	(Z)	16,936
Amortization of Debt Premium	1,260	1,260	0.0%		(0)
Capital Contributions	67,741	989	6749.8%		66,752
Total Other Revenue	\$ 304,207	\$ 220,519	38.0%	(AA)	83,688
Other Expenses					
Interest Expense on Long-Term Debt	52,180	44,986	16.0%		7,194
Total Other Expenses	\$ 52,180	\$ 44,986	16.0%		7,194
Net Income (Loss)	\$ 1,352,520	\$ 1,488,228	-9.1%	(BB)	(135,708)

**Neenah Water Utility
Notes and Explanations
Comparative Income Statement
For the Period Ending June 30, 2023 & 2024**

- 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.
- E. Residential number shown reflects revenues slightly decreasing.
- F. Multi-Family Residential reflects a decrease from last year.
- G. Commercial revenues reflect a decrease.
- H. Industrial revenues reflect a slight increase.
- 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 2nd quarter of 2024 is slightly lower than to the corresponding period of 2023.
- K. Late bill payment revenue (late fees).
- L. Revenue received for reading and billing sewer exemption meters; reconnect fees and turning on service lines; hydrant hook-up fees; customer repair charges.
- M. 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. We received a large payment in March 2023 from Verizon.
- N. Revenue received for sale of scrap, miscellaneous service fees, and returned check fees.
- O. Total Operating Revenues in 2nd quarter are 1.2% less than in the corresponding period of 2023.
- P. 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.

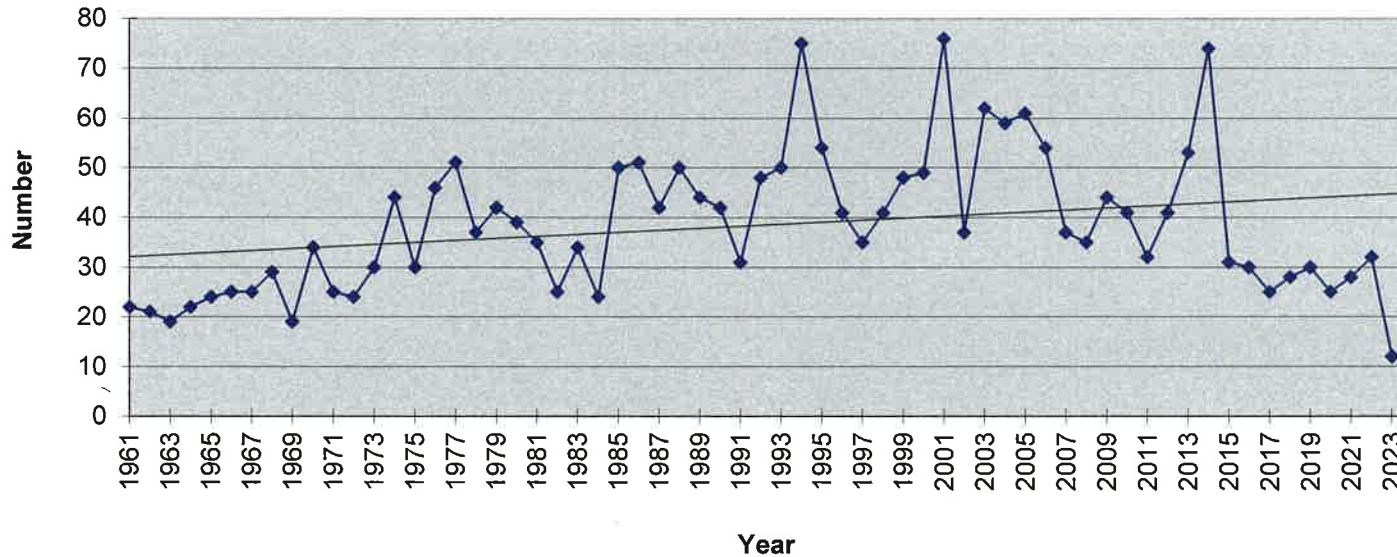
Neenah Water Utility
Notes and Explanations Comparative Income Statement
For the Period Ending June 30, 2023 & 2024
Page 2 of 2

- Q. Pumping Expenses were up in the 2nd quarter of 2024 as compared to the corresponding period in 2023, due to increased maintenance and fuel expenses.
- R. Treatment Expenses are up for the time period due to increased chemical prices, chemical purchase timing, maintenance, and the repair and upgrade of plant equipment.
- S. Transmission and Distribution Expenses are down for the 2nd quarter of 2024 to the same period in 2023, due to decreased main repair expenses and miscellaneous expenses related to distribution operations.
- T. The Customer Account Expense increased in the 2nd quarter 2024 than in 2023 due to the increased amount of supervision, records, and collection required, uncollectable accounts, transmission and miscellaneous expenses.
- U. This account reflects an increase due to increased transportation and insurance expenses.
- V. Fringe benefits are affected by staffing levels, overtime or call-in work for water main breaks and plant emergencies, and retirement payouts.
- W. Depreciation Expense is dependent upon actual depreciation of the plant in service.
- X. Payment In Lieu of Property Tax (PILOT) reflects the value of the water system.
- Y. Payroll Taxes
- Z. Interest Income has increased due to economic factors.
- AA. Miscellaneous non-operating income, including the P-card Rebate.
- BB. Net Income in the 2nd quarter of 2024 decreased compared to the same period in 2023.

Neenah Water Utility						
2024 Construction Work in Progress						
	Budget	3 Months	6 Months	9 Months	12 Months	Totals
Capital Projects:						
Meter/Endpoint Replacement	500,000	23,814	456,694			480,508
Hydrants	-	8,600	1,659			10,259
Misc tools and equipment	20,000					-
Technology update	10,000					-
Misc consulting fees	20,000					-
Misc plant contingency	50,000					-
Rebuild (1) finished water pump	25,000					-
Rebuild (1) intermediate pump	25,000					-
Rebuild (1) raw water pump	12,000					-
Replace 2014 Pickup Truck	35,000					-
Update Leak Detection Equipment	60,000	20,929				20,929
Upgrade Water Meter Testing System	60,000					-
Rip-rap Shoreline	90,000					-
Replace Shoreline Fence	25,000					-
Repave North Driveway	15,000					-
Booster Station	-	322,034	201,032			523,066
VFD Drives - (3) High Service	-		31,185			31,185
Replace Carbon Dioxide Tank	-	126				126
Watermain Addition/Replacement:						
Misc Services	-					-
Quarry Lane	315,000		274,476			274,476
E. Doty Ave.	494,000		395,411			395,411
Stevens St.	238,000		11,420			11,420
Cedar St.	473,000	513	332,438			332,951
Belmont Ave.	59,000		1,796			1,796
Belmont Ct.	95,000		77,843			77,843
S. Commercial St. Sludge Line	63,000		66,592			66,592
S. Commercial St. Corridor Stubs	63,000					-
Bayview Rd.	205,000	9,307	177,254			186,561
S. Park Ave.	347,000		19,301			19,301
Freedom Acres-1st Addition	-		2,086			2,086
Freedom Meadows-2nd Addition	-	20,049	953			21,002
Totals	3,299,000	405,372	2,050,140	-	-	2,455,512
2024 Temporary Investments						
June 30, 2024						
Safe Drinking Water Loan Payment			101,195			
2017 Refunding Debt Service Payment			59,096			
City Loan			139,159			
			\$299,450			
Replacement Reserves						
Sludge Lagoon Reserve			1,728,413			
Vehicle Replacement Reserve			194,635			
Painting Hydrants Reserve			69,000			
GAC Media Replacement			530,000			
Pump Rehab			136,000			
Meters/Endpoints			508,440			
Boiler Replacement			12,500			
			\$3,178,988			

NEENAH WATER UTILITY

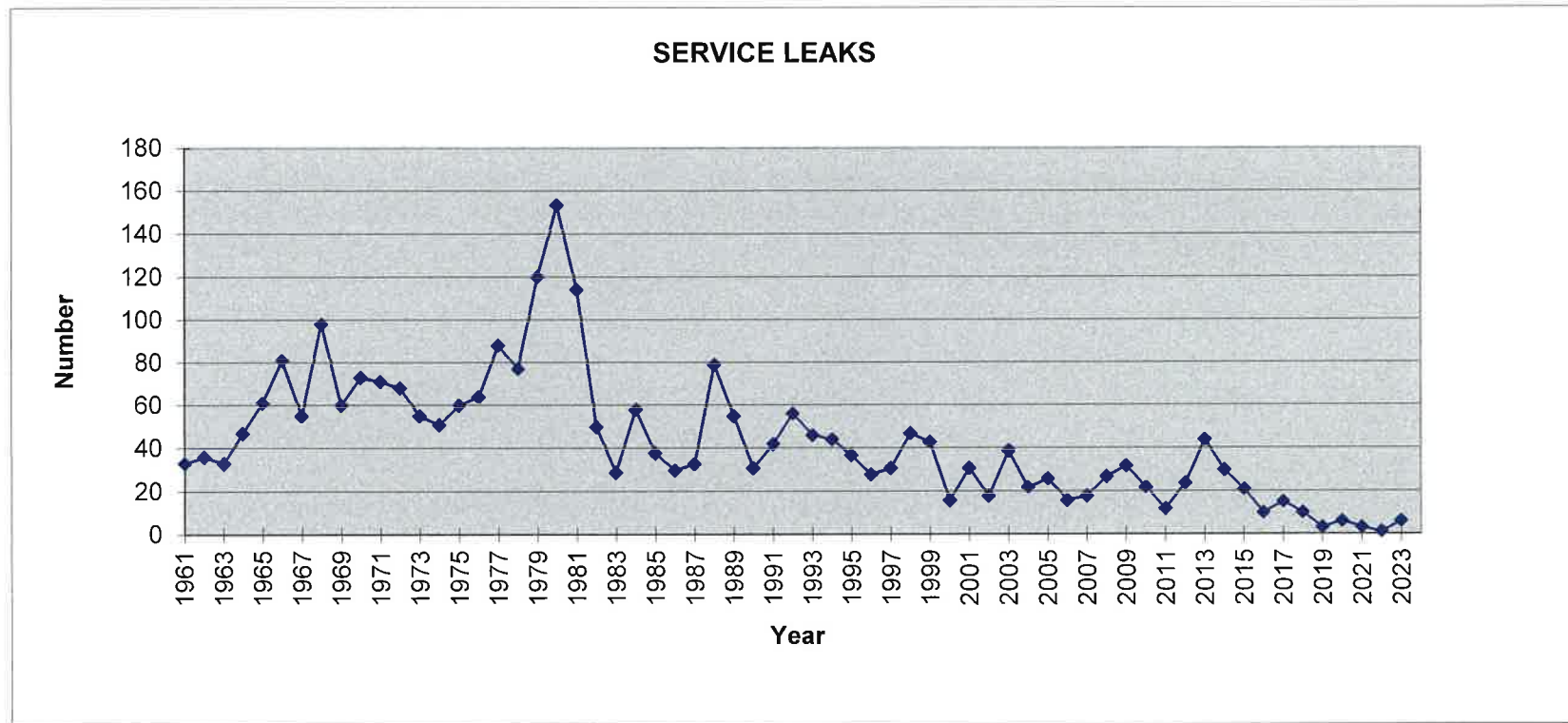
WATER MAIN BREAKS



WATER MAIN BREAKS

This traces the history of water main breaks in the Neenah distribution system. Breaks are related to many factors including surface loading, soils, backfill, pump operation, pipe quality, and pipe age. With an aggressive pipe replacement program, the overall direction for water main breaks is predicted to trend lower year over year. There were 12 water main leaks repaired in 2023.

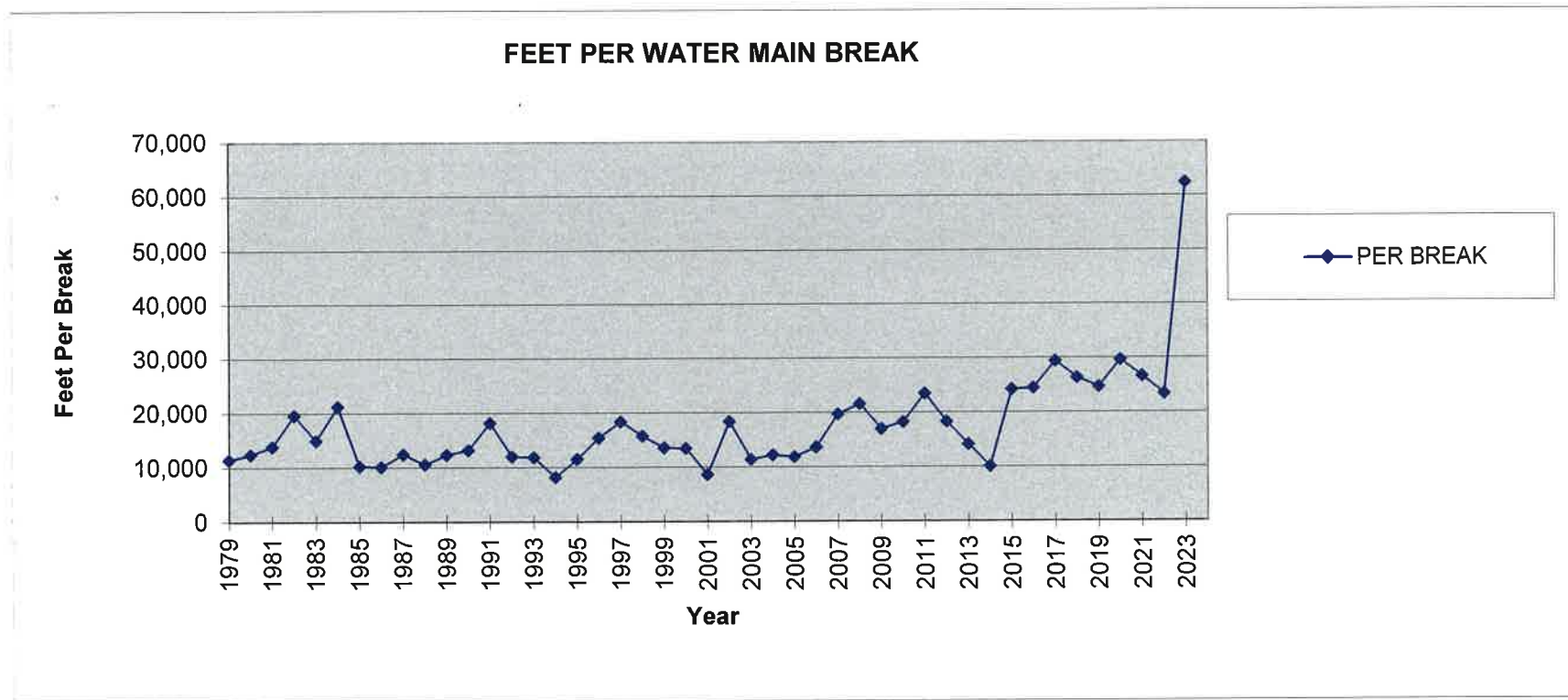
NEENAH WATER UTILITY



SERVICE LEAKS

We are responsible for repairing leaks on the water service into a property from the water main to and including the curb stop. There has been a significant decline in the number of service leaks since the 1970's, and the long-term trend indicates that there will be only a few leaks per year in the future. As part of the recent aggressive water main replacement program, we have replaced many old lead services connected to the main. In addition, copper pipe has been used since the 1960's and polyethylene since the 2010's. Both of these materials are more reliable than lead. There were 6 service leak repaired in 2023.

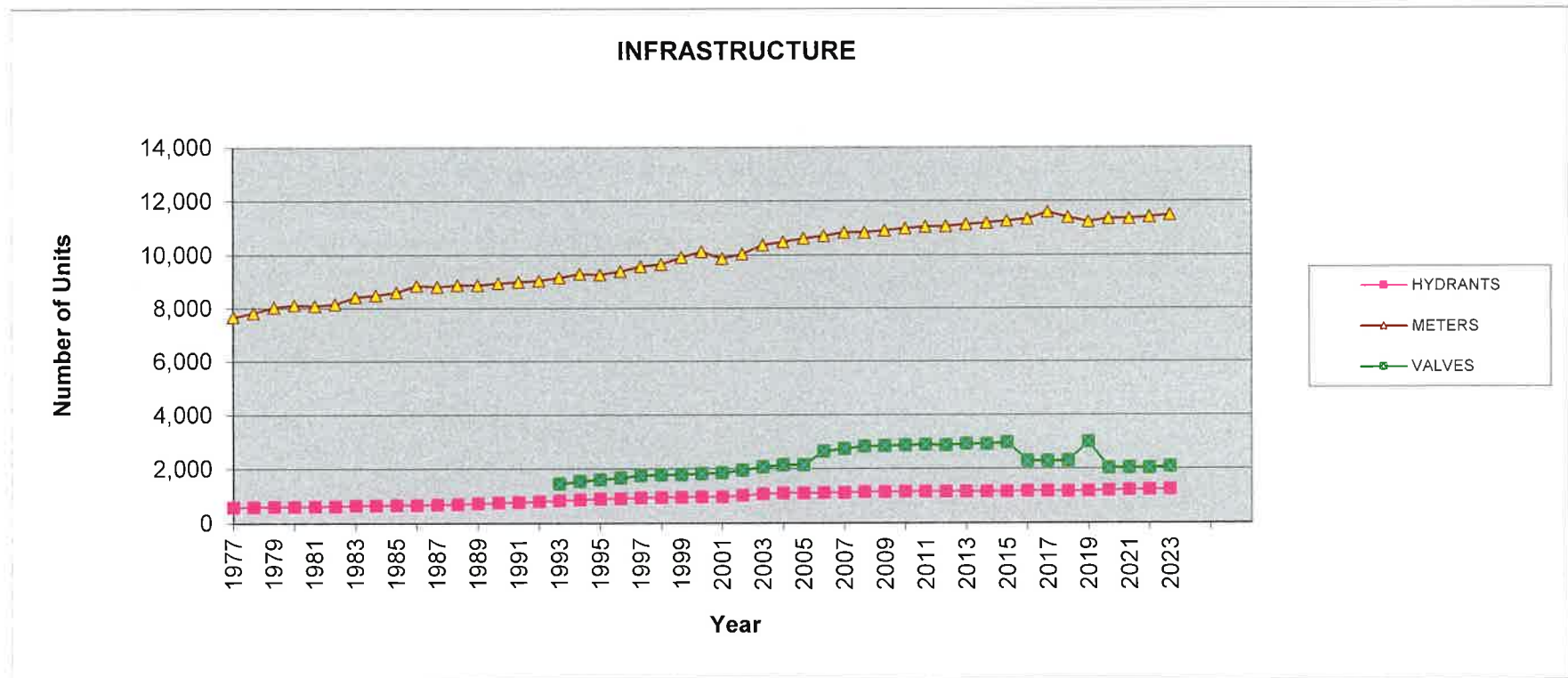
NEENAH WATER UTILITY



FEET PER BREAKS AND LEAKS

This chart indicates the number feet of water main in the distribution system per main breaks. There is nearly 748,588 feet of water main in the distribution system. As a metric, there is approximately 62,382 ft. of water main per water main break in 2023.

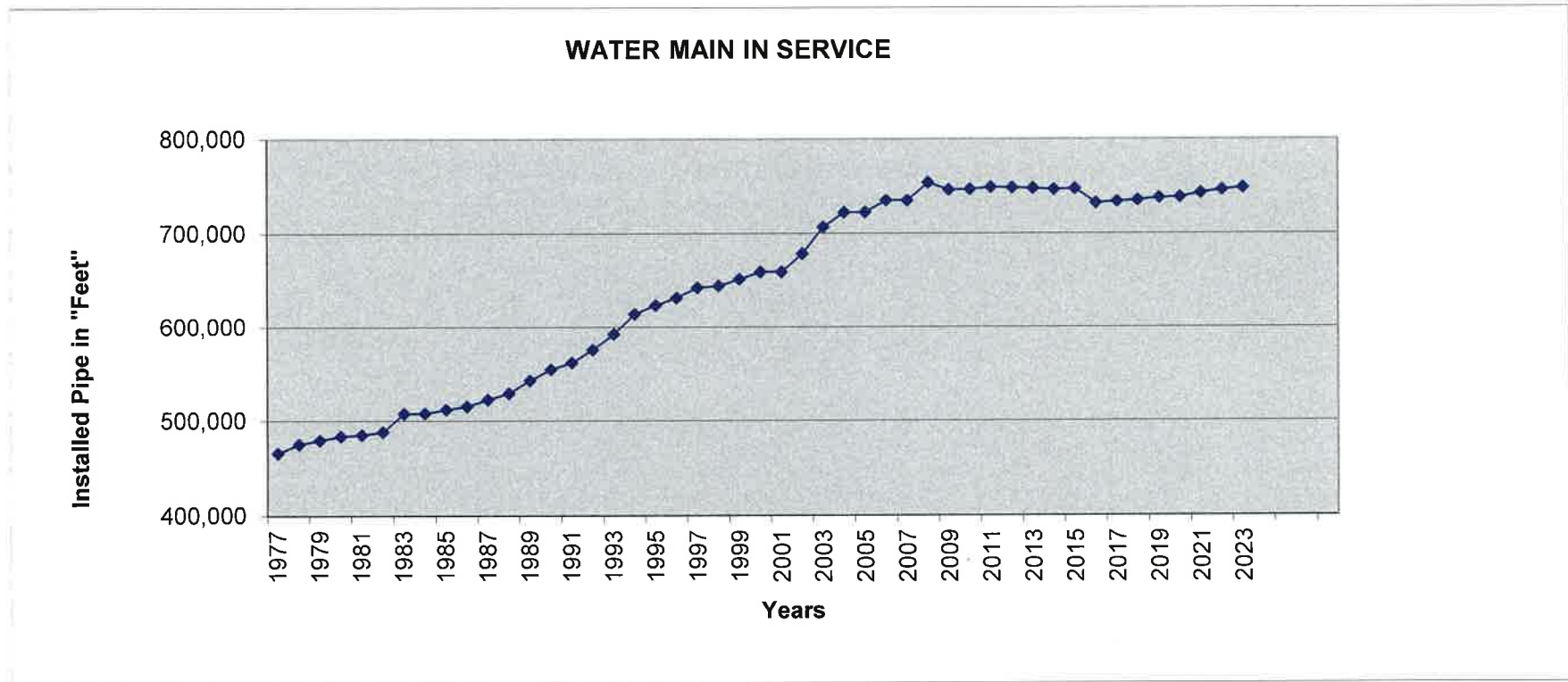
NEENAH WATER UTILITY



INFRASTRUCTURE

This graph reflects infrastructure as it is related to the growth of the City and manpower needs. Hydrants, meters and valves all require a fixed amount of annual maintenance. As the number of units increase the size of the staff should increase. The DNR and the PSC dictate the frequency of maintenance on these items. (i.e., all valves must be operated every 2 to 5 years, all hydrants exercised every 2 years, and residential meters shall be tested and exchanged every 10 years.) The valve total for 2023 reflects only main valves (not hydrant valves or service valves as previously reported). In 2023 there were 1,241 Hydrants, 11,481 Meters, and 2,079 Valves.

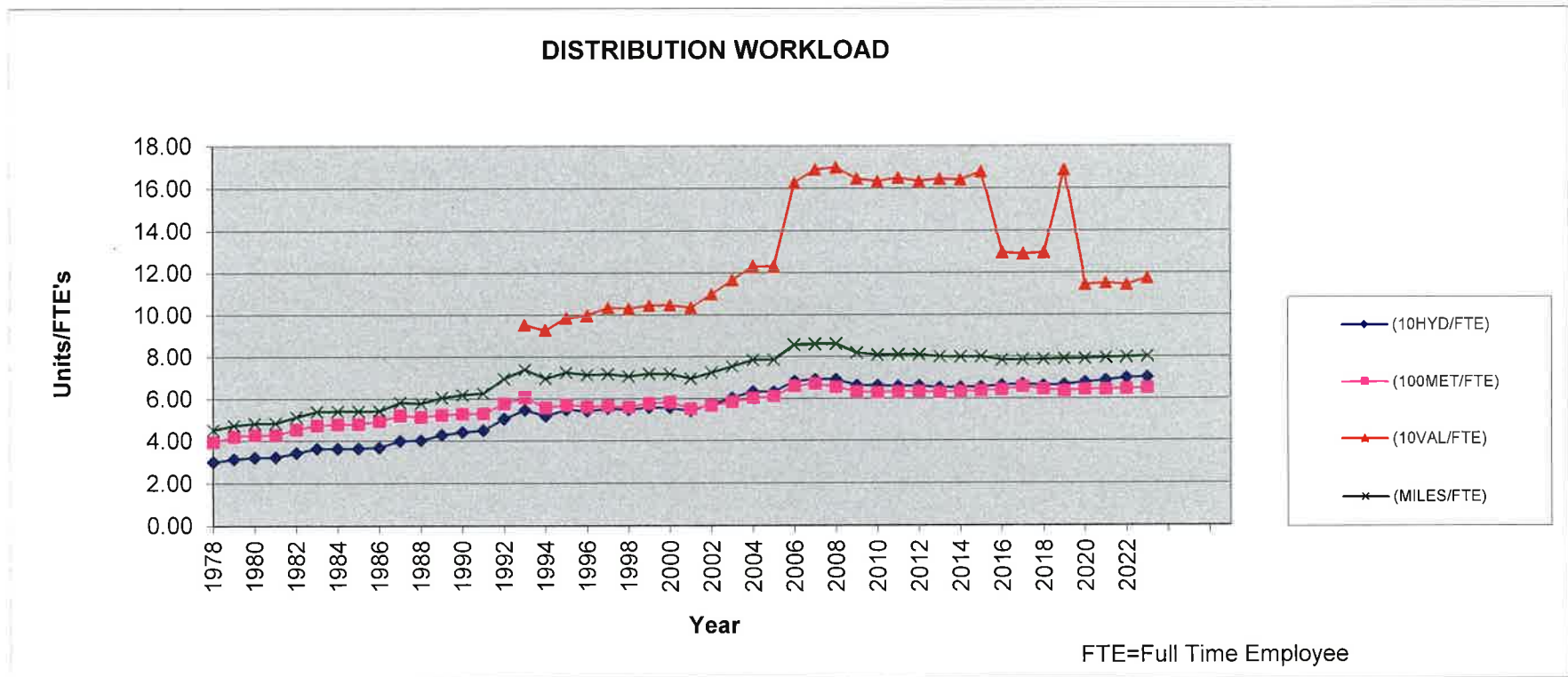
NEENAH WATER UTILITY



WATER MAIN IN SERVICE

This graph reflects infrastructure as it is related to the growth of the City and manpower needed to maintain the system. Even though water consumption has fluctuated over the years, the newly installed water main has steadily increased in Neenah. This does not reflect replaced water main. Total water main was recalculated in 2016 via the GIS transition. The City has 748,588 feet of water main as of 2023. The steady increase in water mains is due to City expansion.

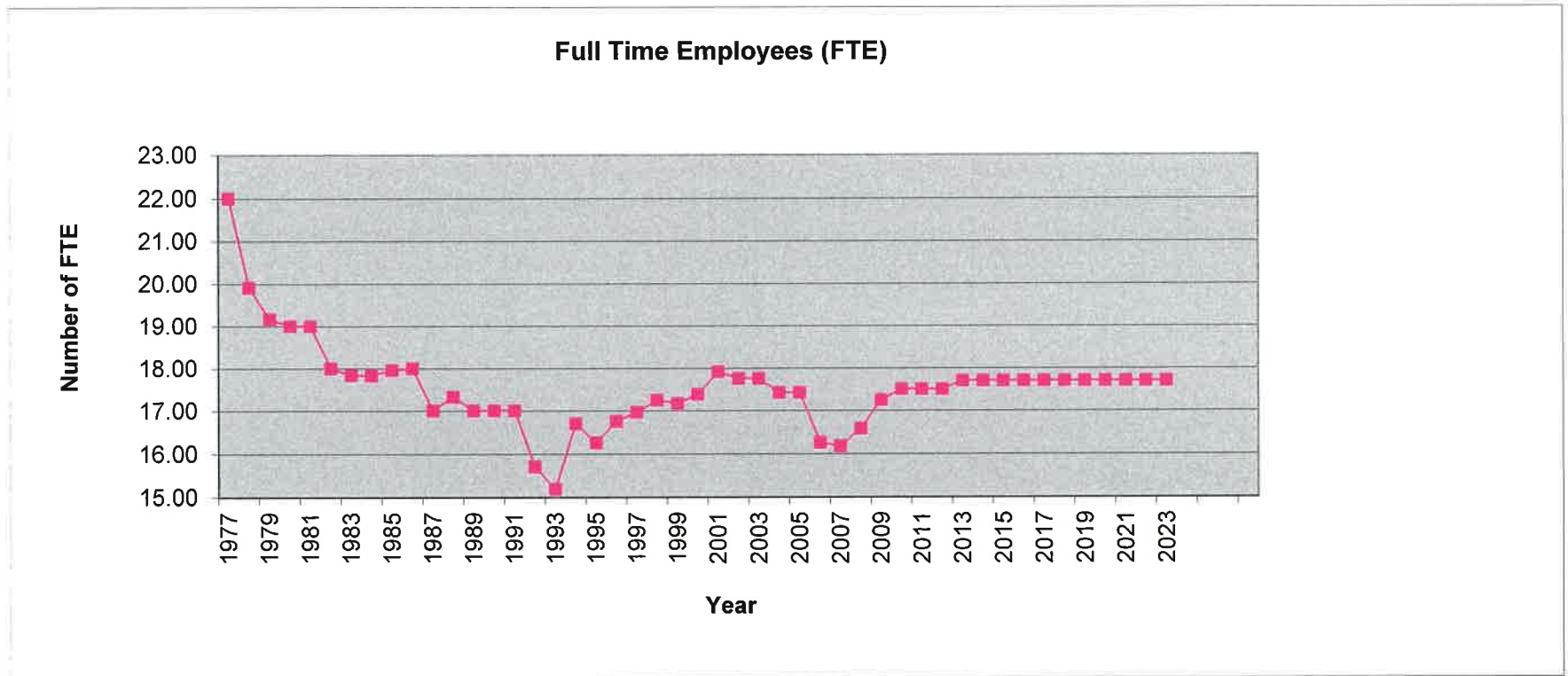
NEENAH WATER UTILITY



DISTRIBUTION WORKLOAD

This shows the relationship between the number of full time employees (FTE's) and the number of hydrants (HYD), meters (MET), valves (VAL) and miles of pipe (MILES). As these curves continue to rise, we will eventually need additional labor to maintain the infrastructure. The large jump in valves per FTE in 2006 reflects the increase in valves carried on the books. In 2016, adjustments were made to water main and valve totals. In 2020, an adjustment was made to include only main valves (not hydrant or other valves). In 2023 there were 17.70 Full time employees, 1,241 Hydrants, 11,481 Meters, and 2,079 Valves.

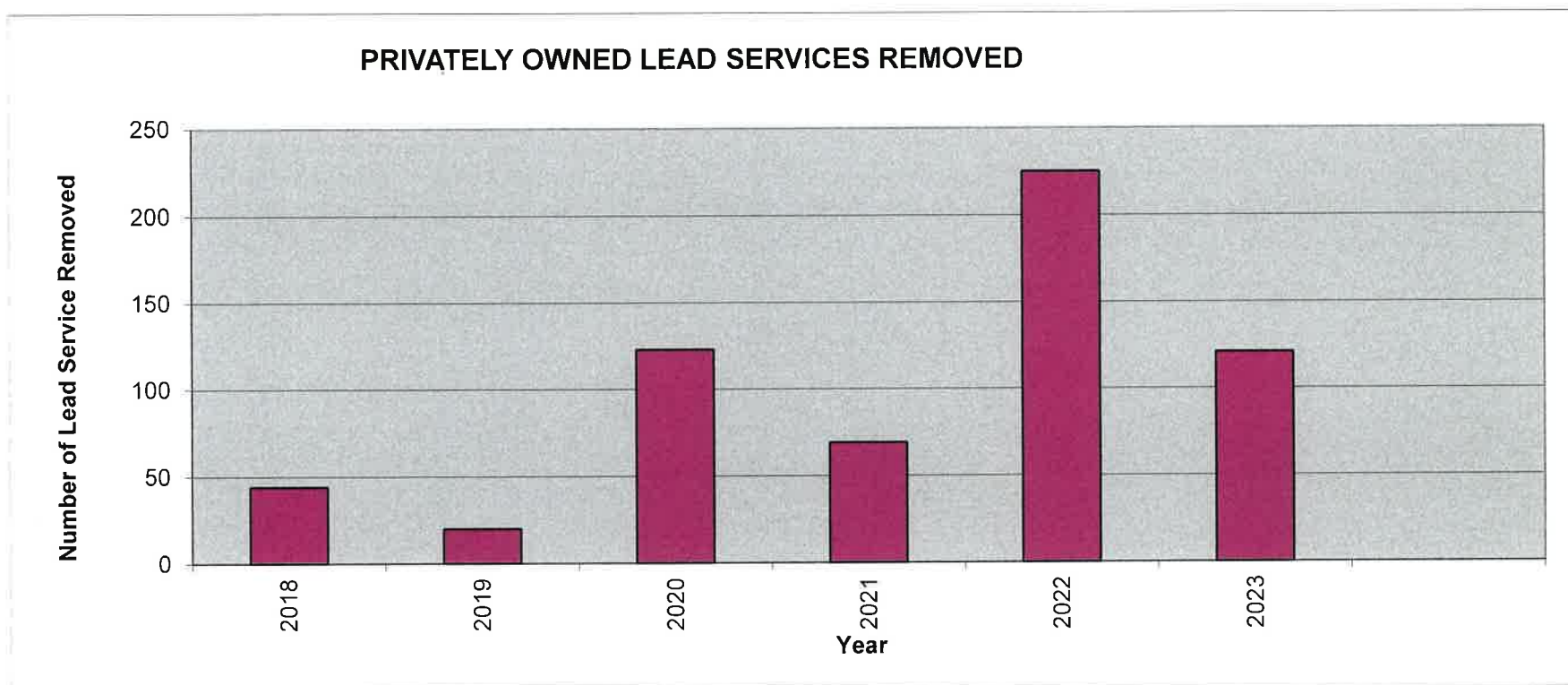
NEENAH WATER UTILITY



FULL TIME EMPLOYEES (FTE)

This shows the number of full time employees working at the Utility since 1978. It accounts for resignations, retirements, injuries and partial year work. It does not account for vacation and sick leave. Vacation time off increases as employee longevity increases. FTE's would be reduced if vacation and sick leave were factored in. Workload per unit would then increase. In 2023, at full employment with no partial year work, we have 17.7 FTE's.

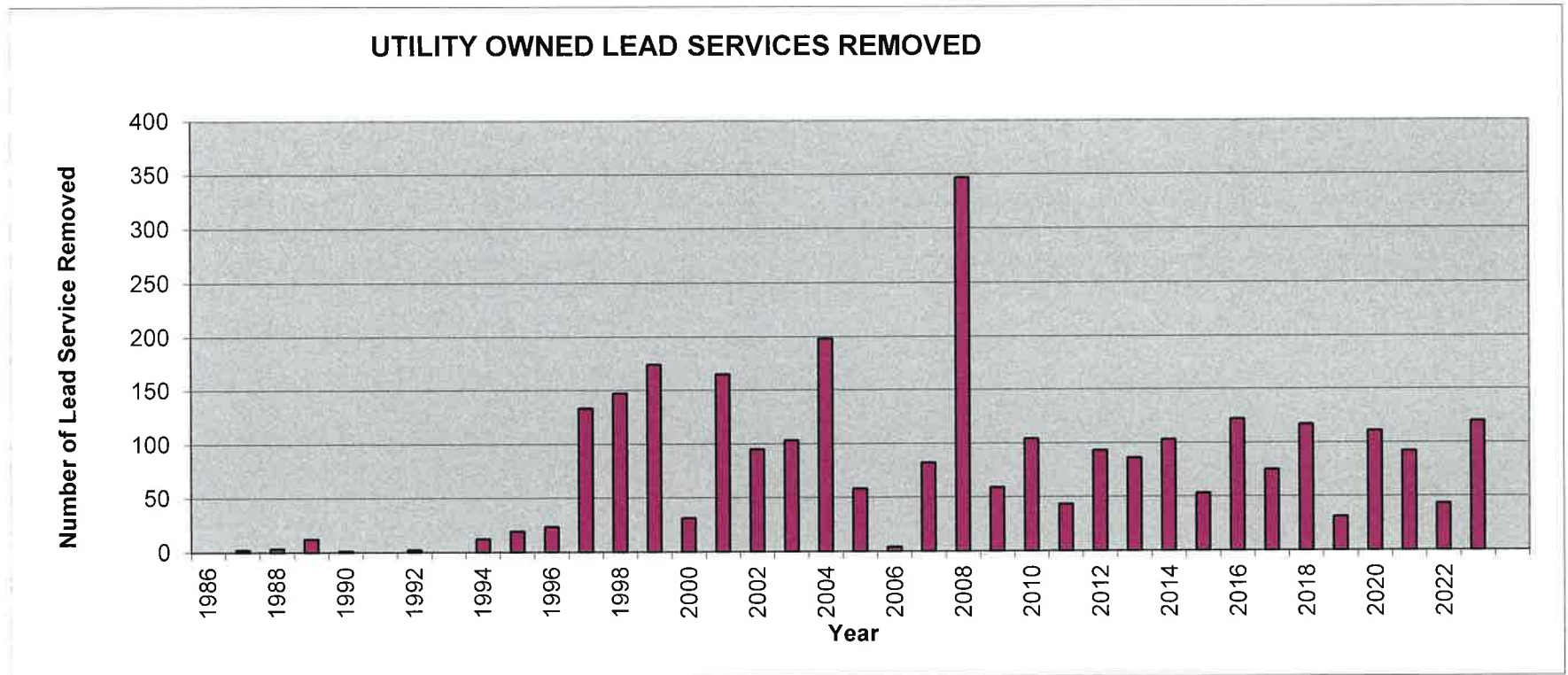
NEENAH WATER UTILITY



PRIVATELY OWNED LEAD SERVICES REMOVED

This graph shows the progress in removing privately owned lead services that were completed each year. The replacement is from the curb stop to the house. In 2023, 121 private lead service lines were removed.

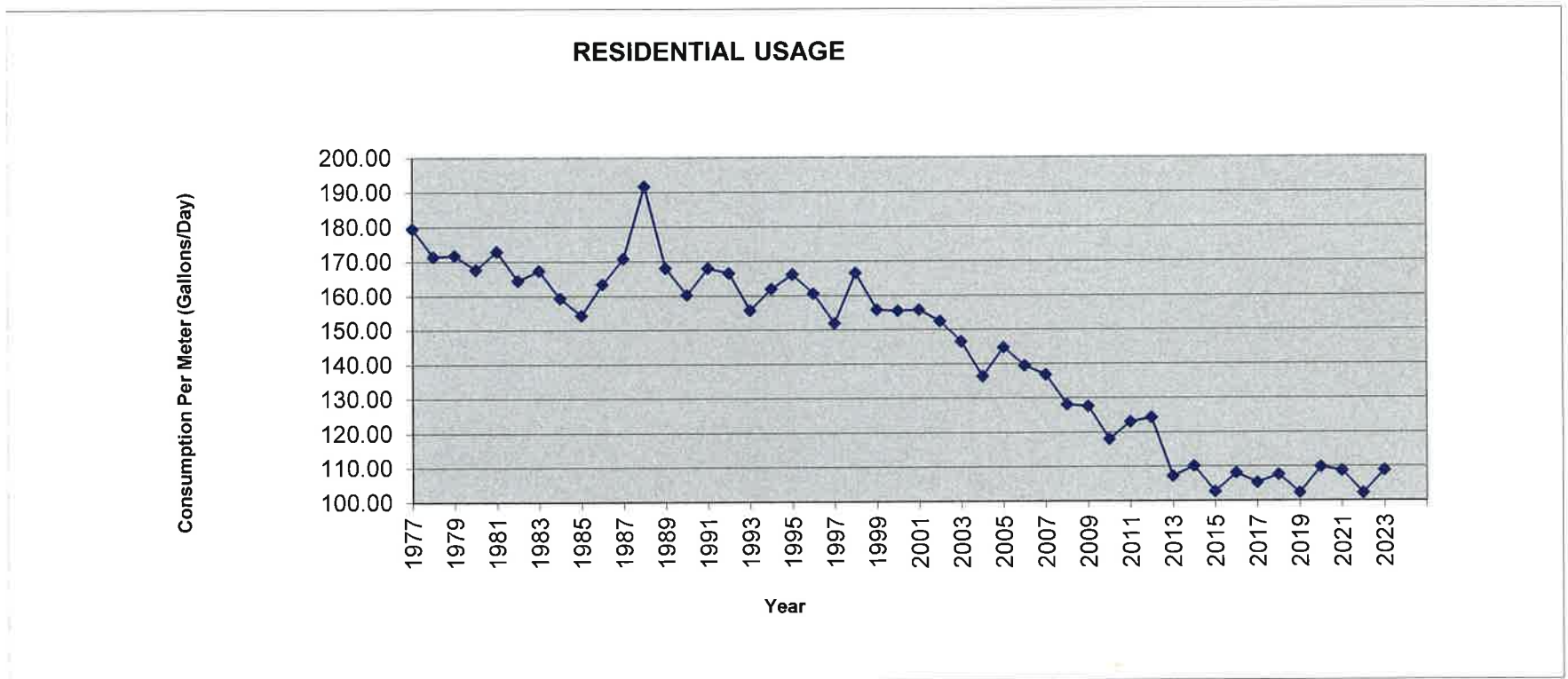
NEENAH WATER UTILITY



LEAD SERVICES REMOVED

This graph shows the progress in removing lead services from the distribution system. We started with approximately 5,000 lead services and we have approximately 2,140 remaining as of 12/31/2023. Our replacement is from the water main to and including the curb stop. The homeowner is responsible for replacement from the curb stop to the house and inside the house. Recent tests have shown that lead is at an acceptable level. In 2023, 120 Utility-owned lead service lines were removed.

NEENAH WATER UTILITY

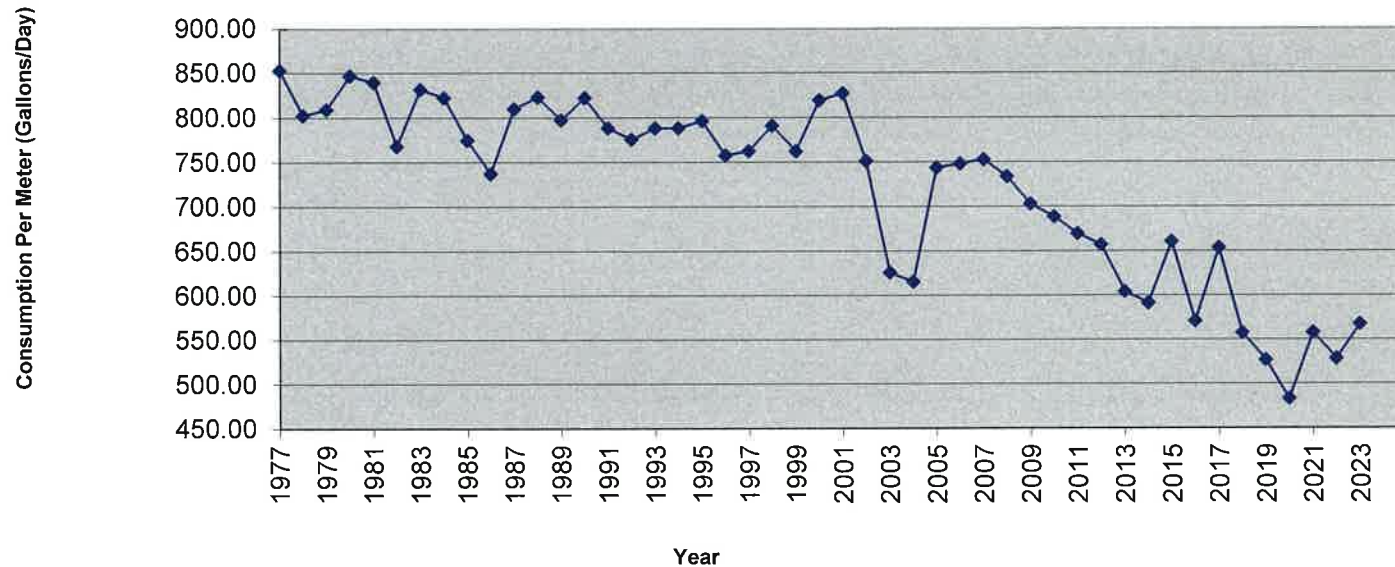


RESIDENTIAL USAGE

This shows the Residential consumption per metered account in gallons per day. The curve shows a decreasing trend, with a recent uptick due to new construction, indicating average Residential consumption is declining. This may be due to conservation related to rate increases, the general economy or environmental issues. In 2011, residential consumption inexplicably began to increase despite the rate increase. 1988 and 2012 were "drought" years. 2013, 2014 and 2015 had higher than normal precipitation during the early summer months. Work from home and other COVID-19 related influences likely impacted the per meter 7.5% increase in water usage from 2019 to 2020. In 2023 Residential Customers used approximately 416M gallons of water.

NEENAH WATER UTILITY

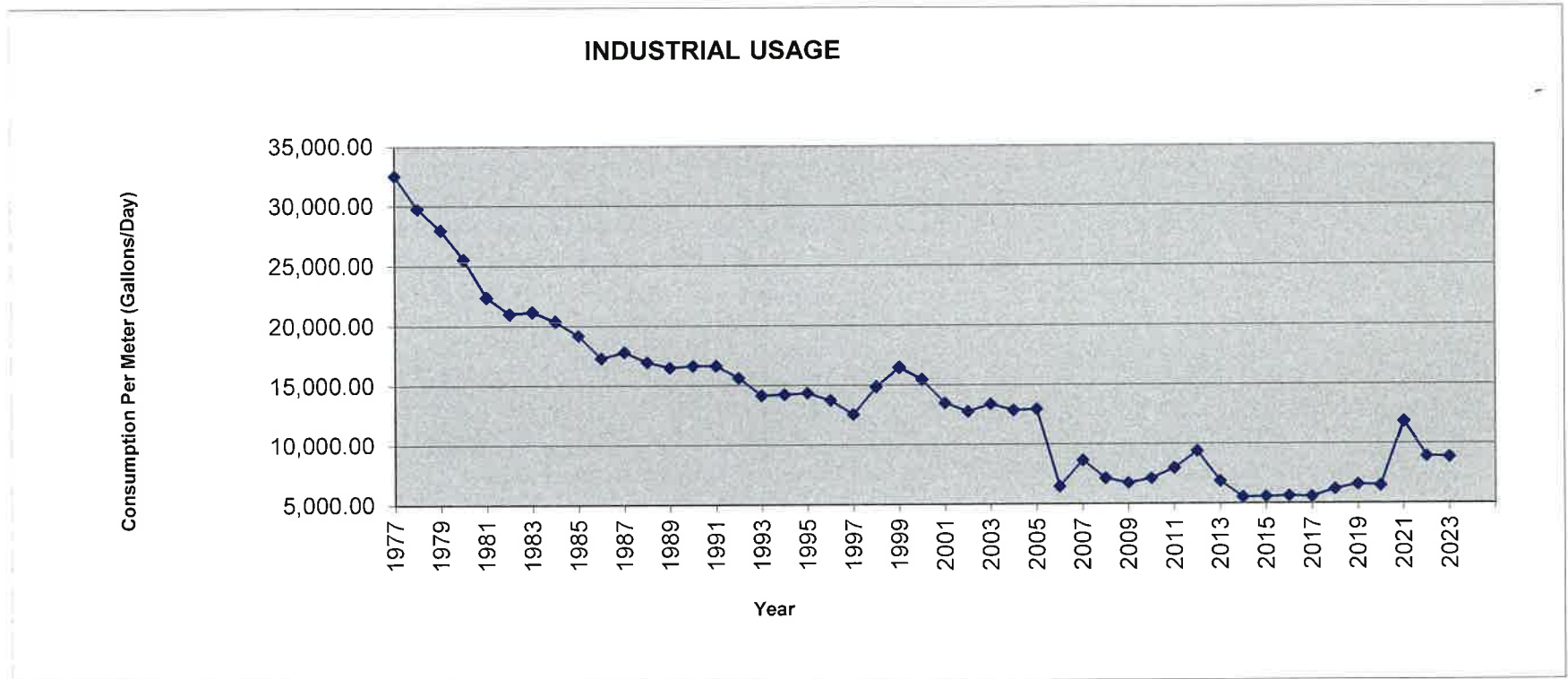
COMMERCIAL USAGE



COMMERCIAL USAGE

This shows the Commercial consumption per metered account in gallons per day. It has varied but the trend is generally downward since 1977. The dramatic increase in 2002 through 2004 is a result of the large number of multi-unit apartments being built, which were classified as Commercial, not Residential. Commercial closures and other COVID-19 related influences likely impacted the nearly 8.3% decrease in water usage from 2019 to 2020. In 2023 Commercial Customers used approximately 153M gallons of water.

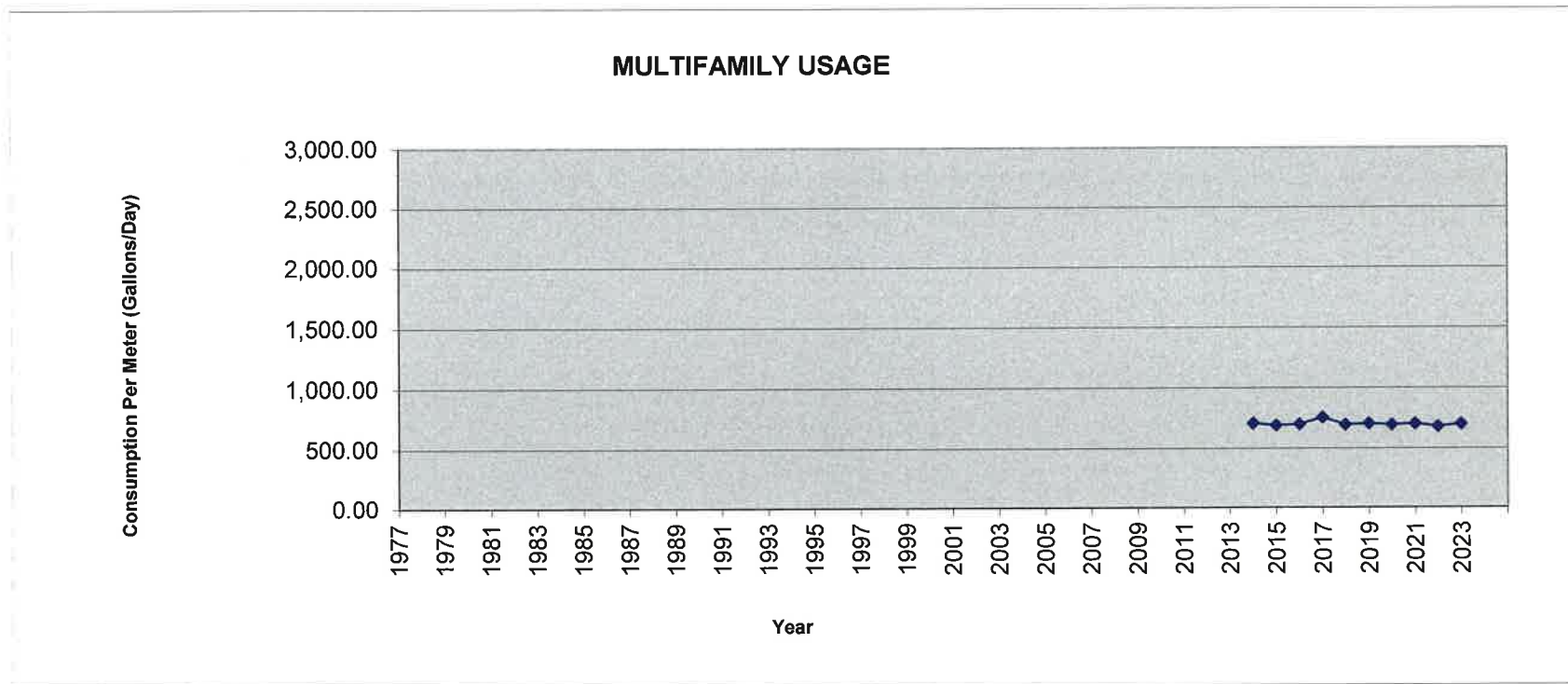
NEENAH WATER UTILITY



INDUSTRIAL USAGE

This shows the Industrial consumption per metered account in gallons per day. It has declined steadily as the nature of industry and their consumption patterns have changed. The sharp decline in 2006 reflects Fox Valley Energy's purchase of water from Glatfelter. The trend reversed in 2007, when Glatfelter shut down and Fox Valley Energy returned to City water. However, beginning in 2010, consumption began to increase. In 2011 consumption increased by 12.1% and in 2012, it increased by 13.8%. In 2013 the Utility's largest industrial customer went out of business, which accounted for 26% of the industrial base. Despite COVID-19, industrial water usage was down only about 1.5% from 2019 to 2020. In 2023 Industrial Customers used approximately 365M gallons of water.

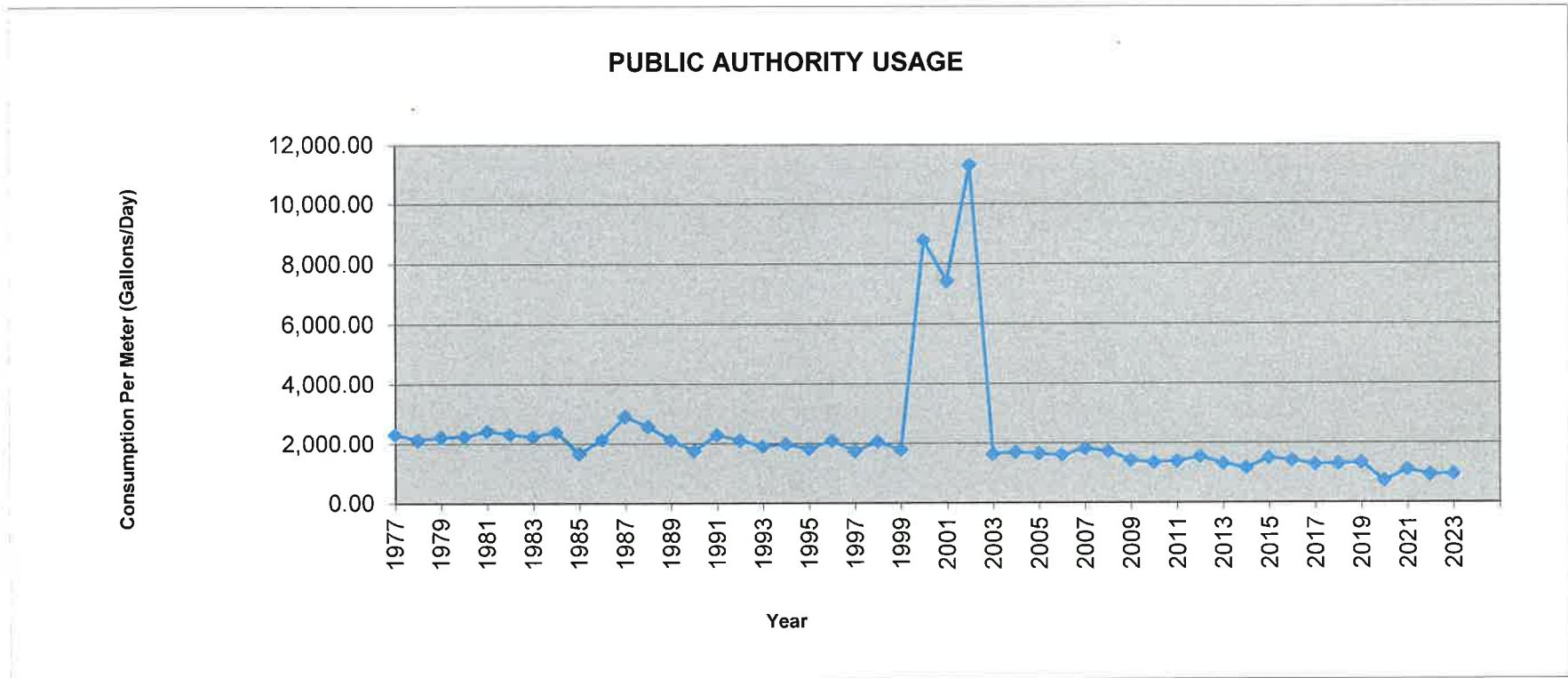
NEENAH WATER UTILITY



MULTIFAMILY USAGE

This shows the Multi-Family consumption per metered account in gallons per day. The first year that the multi-family customer category was in effect was 2014. Previously, the Multi-Family was included in the Commercial account. Usage was up approximately 1.5% from 2019 to 2020, likely due to COVID-19 and work from home influences. In 2023 the Multi-Family Customers used approximately 24M gallons of water.

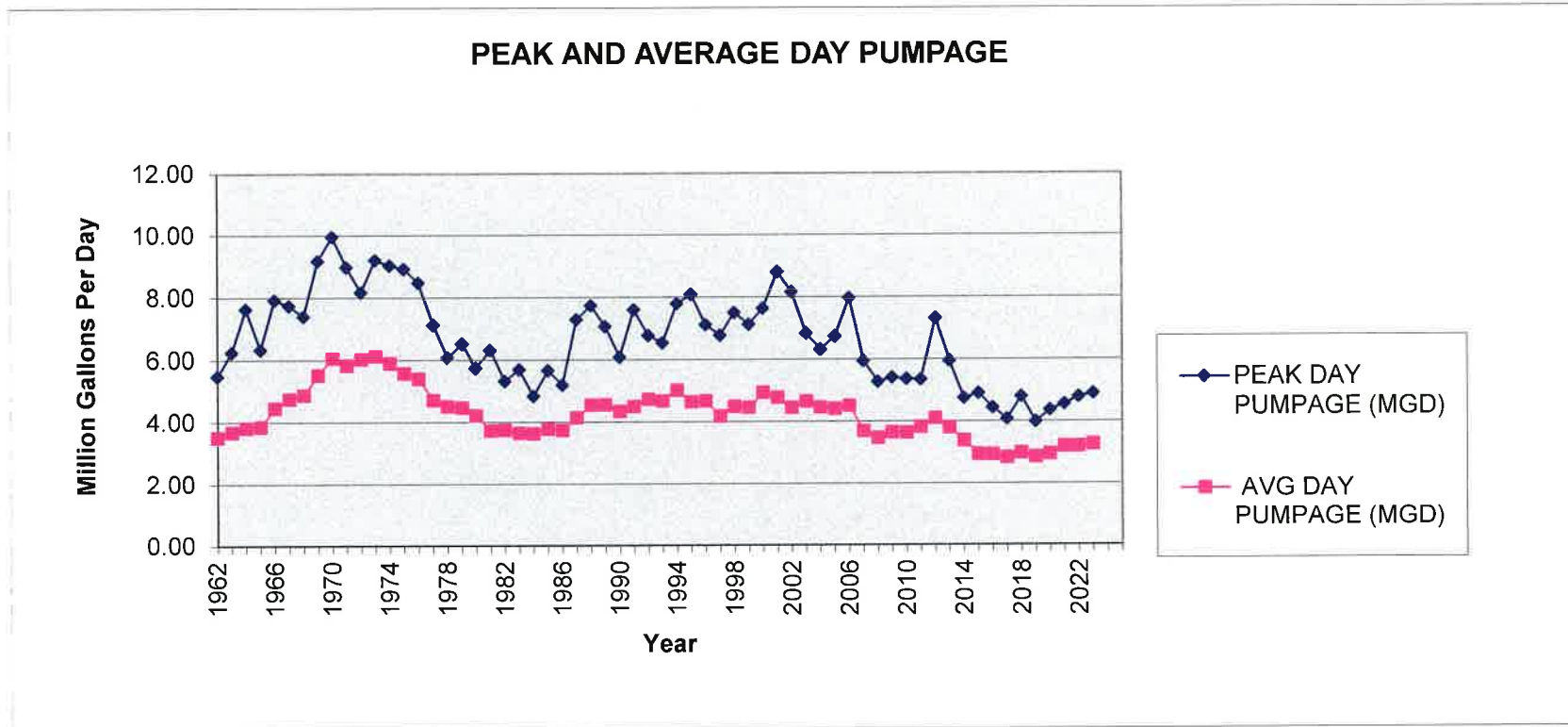
Public Authority



PUBLIC AUTHORITY USAGE

This shows the Public Authority consumption per metered account in gallons per day. Usage was down from 2019 to 2020, likely due to COVID-19 and work from home influences. In 2023 Public Authority Customers used approximately 22M gallons of water.

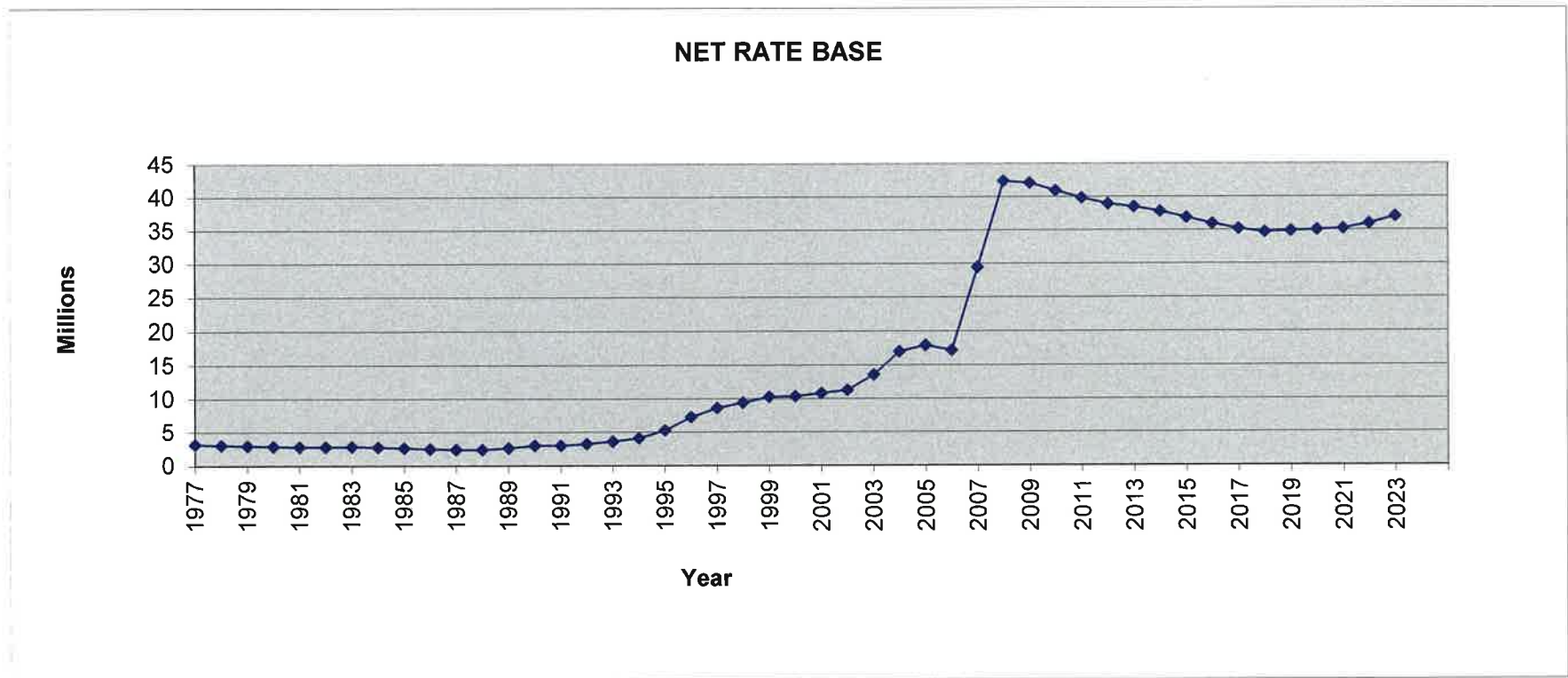
NEENAH WATER UTILITY



PEAK AND AVERAGE DAY PUMPAGE

This tracks the peak day pumpage plus lost water (the sum of the two equals pumpage) throughout the City, and the peak day pumpage each year. This is a basic planning tool. Projections of these curves can be used to determine the adequacy of water treatment plant capacity. The peak day pumpage depends upon weather and related residential use. In 2023 the Peak Day Pumpage was 4.9M gallons per day and the Average Daily Pumpage was 3.25M gallons per day.

NEENAH WATER UTILITY

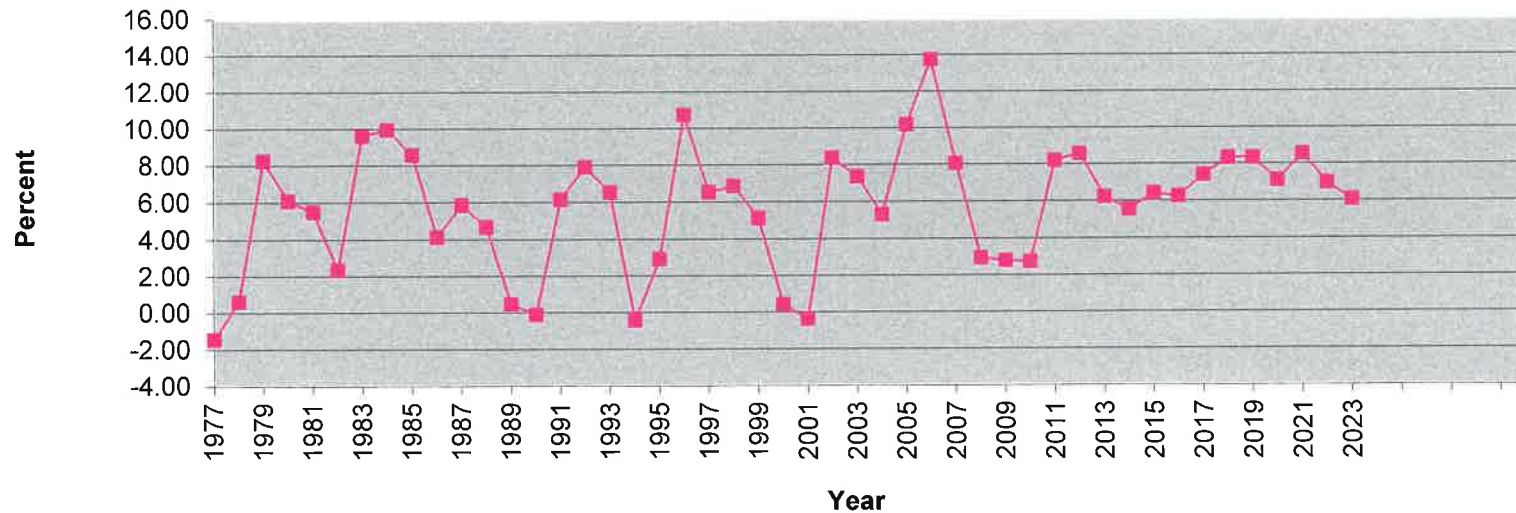


NET RATE BASE

The net rate base is defined as gross utility financed plant less accumulated depreciation, less the regulatory liability for pre-2003 depreciation on contributed plant, plus utility materials and supplies. As assets grow and debt is paid, the rate base increases. The dip in 2006 reflects asset retirements at the old plant, while the increase in 2007 and 2008 reflects the net increase in assets due to the implementation of the new plant. The rate base at the end of 2023 is just under \$37M.

NEENAH WATER UTILITY

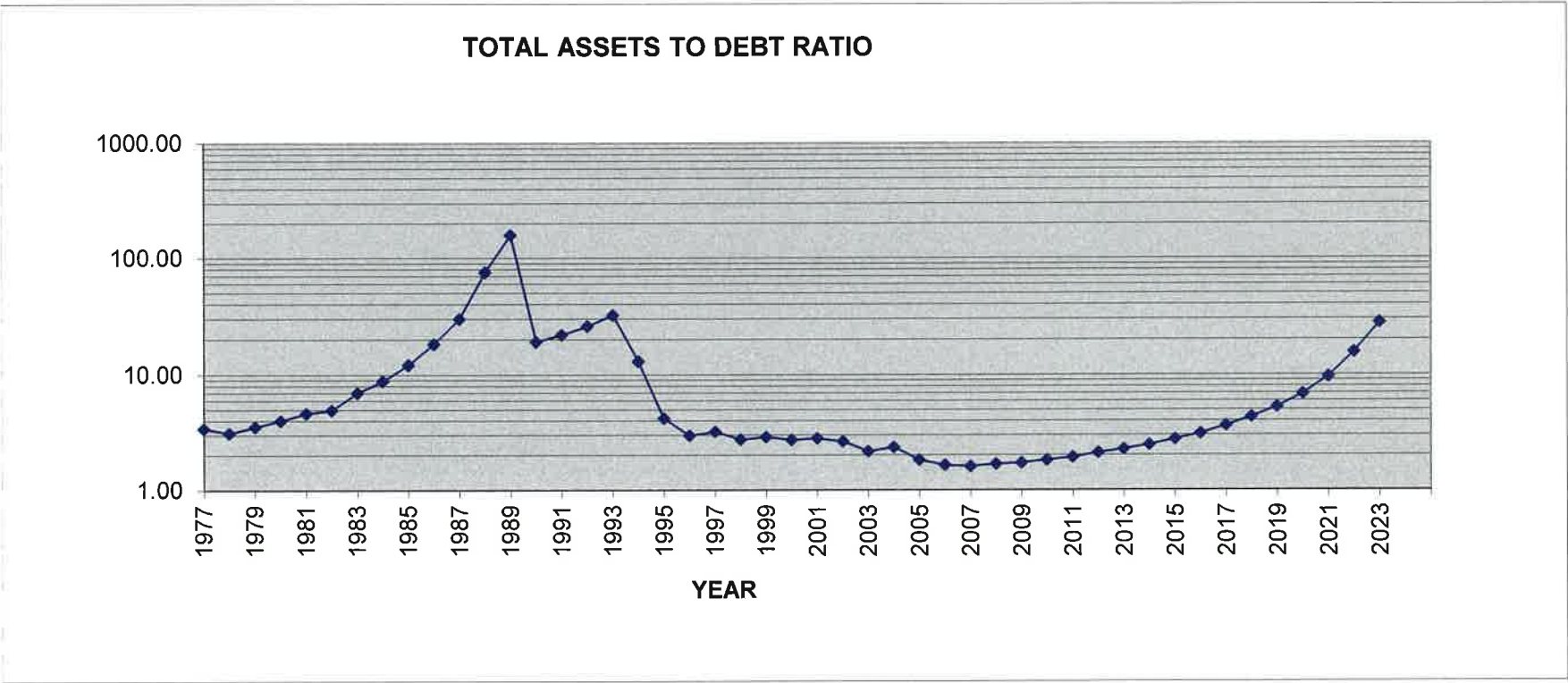
RATE OF RETURN



RATE OF RETURN

The rate of return is the net operating income divided by the net rate base. This graph shows our rate of return since 1977. The bottom of the valleys are generally the years rate increases were implemented. The peaks are the immediate result of those increases. Intermediate slope changes usually reflect large expenses or consumption pattern changes. The PSC generally allows a rate of return between 5.5% and 8.0%. However, with the latest filter plant construction project there was a rate increase at the beginning of 2006 that caused the rate of return to temporarily exceed the allowable range. The rate increase in 2011 caused the rate of return to jump to 8.18%. It rose again in 2012 because the rate increase in 2011 was prorated for the first three months. The rate of return in 2023 was 6.06%.

NEENAH WATER UTILITY

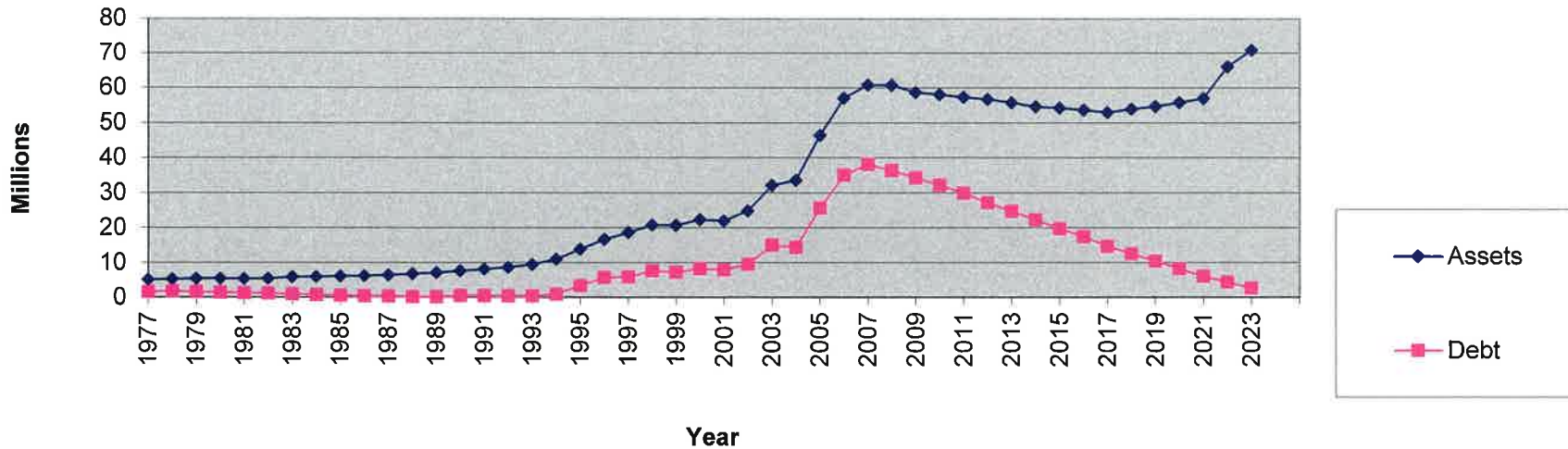


TOTAL ASSETS TO DEBT RATIO

This shows the ratio of total assets to debt. The spike shows a period where the Water Utility was almost debt free. A semi-log scale was used to flatten the curve and make it easier to read. At the end of 2023, the assets to debt ratio was 27.68, which includes a loan from the City of \$3M.

NEENAH WATER UTILITY

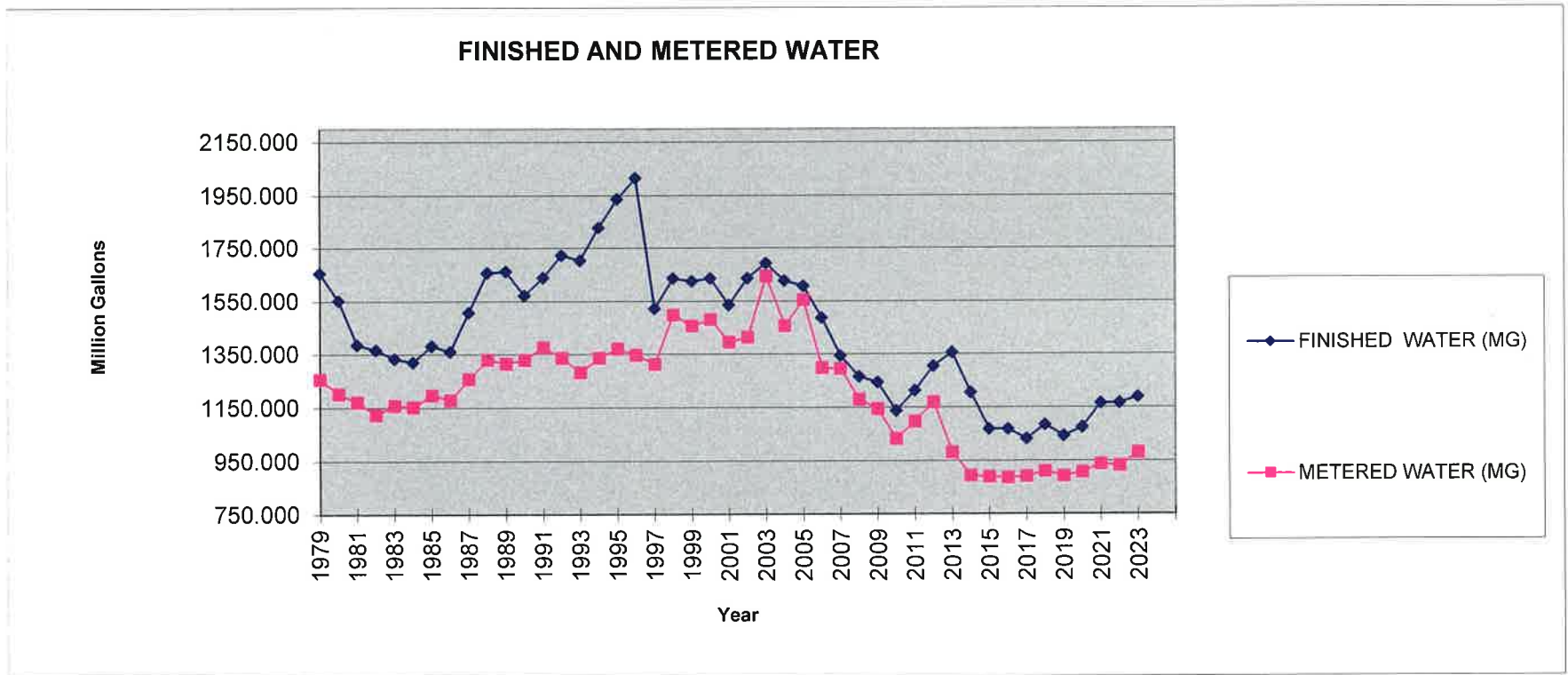
TOTAL ASSETS AND DEBT



TOTAL ASSETS AND DEBT

This is a summary of total assets and debt since 1977. In recent years we have put effort into upgrading the plant and the distribution system, so both have grown. Total debt at the end of 2023 is just over \$2.5M, which does not include the loan from the City of \$3M.

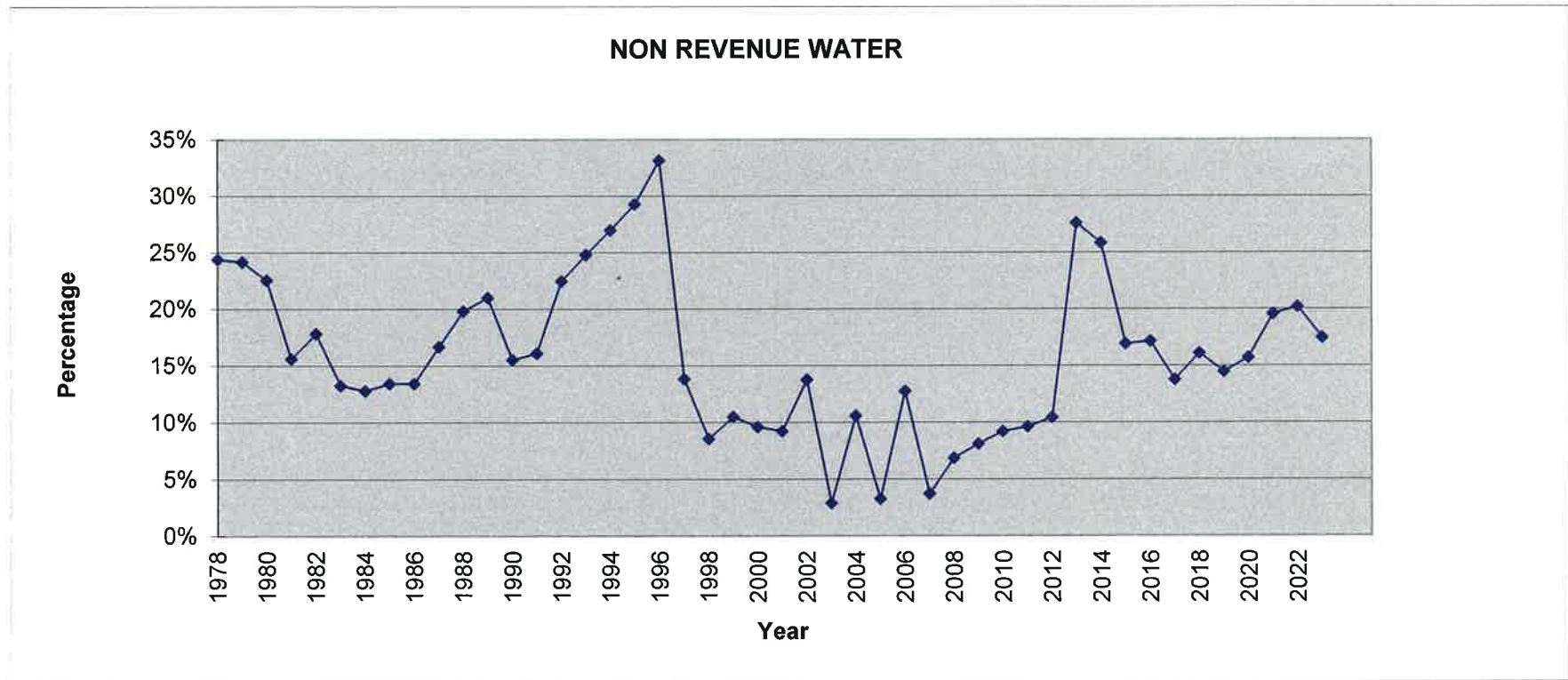
NEENAH WATER UTILITY



FINISHED AND METERED WATER

The finished water is the amount of water that is pumped from the plant. The gap between finished and metered water is considered non-revenue water. To be efficient, this difference must be as low as possible. Non-revenue water is predominantly from water main and service leaks, fire fighting, in-plant usage, and unauthorized use. The trend of recent years indicates a slight uptick in both finished and metered water due to City expansion. In 2023 the plant produced approximately 1,188M gallons of finished water and 980M gallons was metered water.

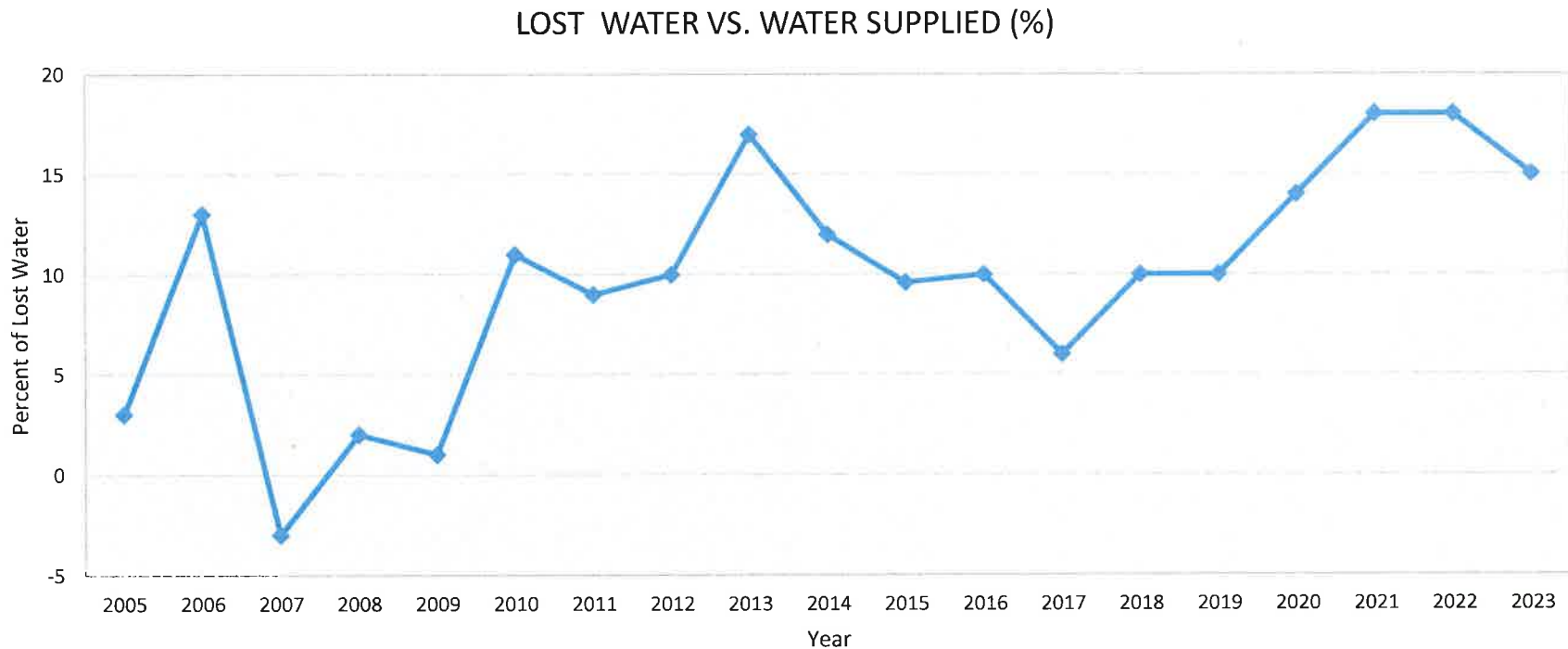
NEENAH WATER UTILITY



NON REVENUE WATER

This shows the difference between the metered water and the finished water, as a percentage. The PSC goal is under 15%. We calculate the unbilled water on a monthly basis and look for undetected leaks weekly. Since 1996 we have made a major effort to reduce the unbilled water. This is a time consuming effort. This is the key benchmark that water utilities use when comparing themselves to other water utilities and when determining their own efficiency. The non-revenue water is at approximately 17% in 2023.

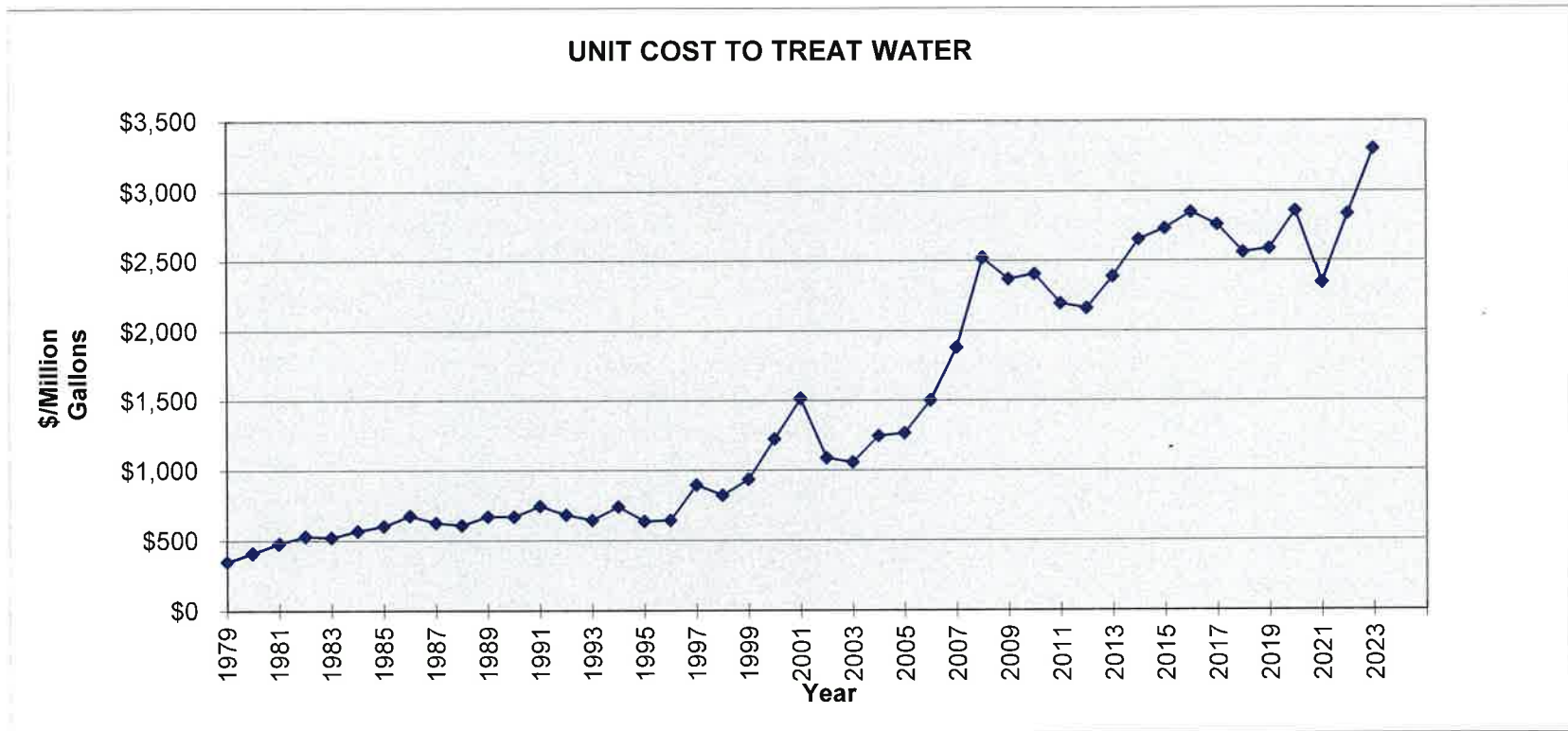
NEENAH WATER UTILITY



LOST WATER VS. WATER SUPPLIED

This shows the water loss as a percentage of finished water. We calculate lost water by subtracting the known or estimated authorized, but unbilled usage (such as fire protection) from the total unbilled water. This factor is then divided by the total water delivered to the distribution system. The lost water is at approximately 15% in 2023.

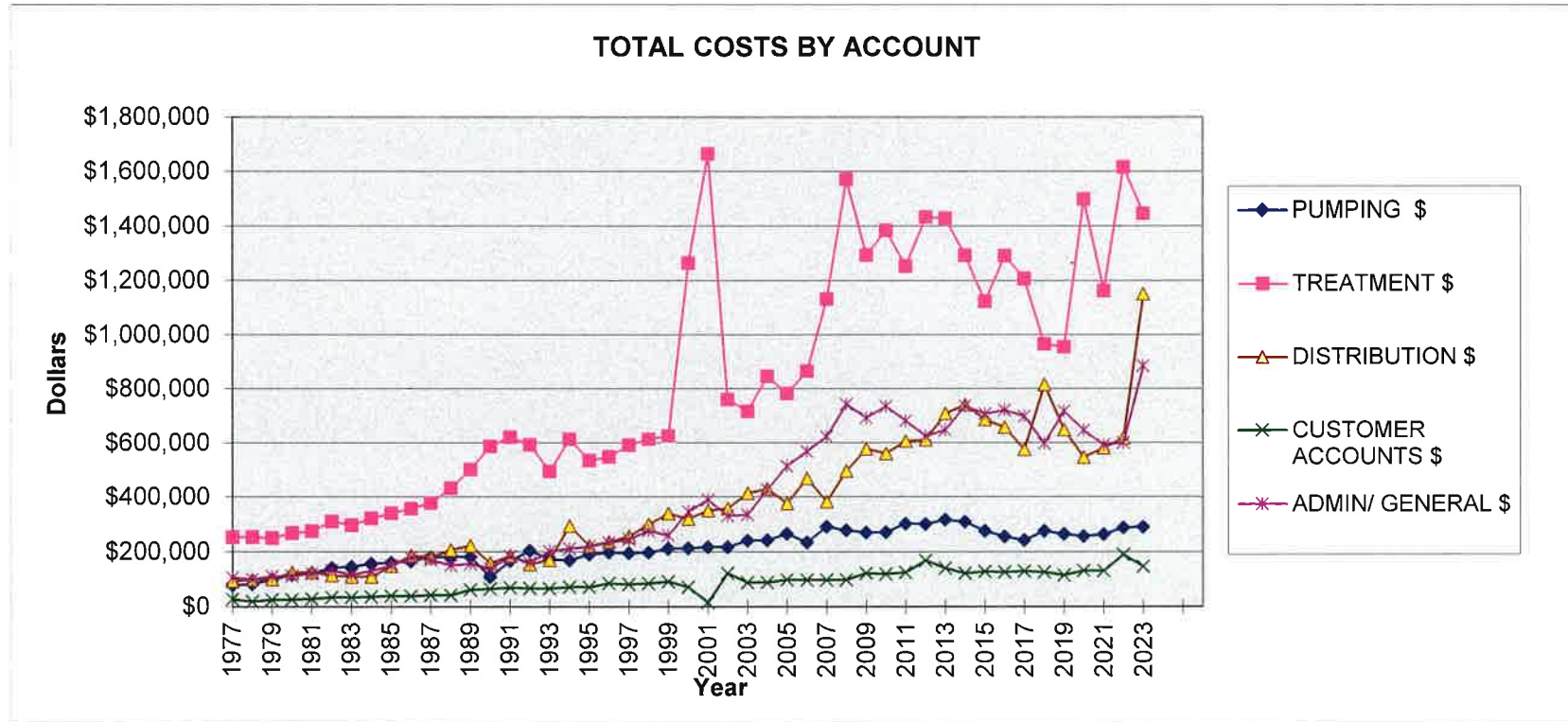
NEENAH WATER UTILITY



UNIT COST TO TREAT WATER

This shows the total pumping, treatment, accounting and administrative/general costs to treat water divided by gallons of water treated (not sold). The unit cost had been fairly level in the mid 90's. The high, non-revenue water was giving a false picture of the actual unit cost to treat water. With a reduction in non-revenue water in 1997, the unit cost took a significant jump, even though the total cost was in line with anticipated expenditures. The steep increase in 2007 and 2008 reflect increased chemical prices, implementation of additional processes at the new plant, additional intermediate pumping at the plant, and lagoon cleanouts. This is one of the key benchmarks that water utilities use when comparing themselves to other water utilities. The unit cost for Neenah water has been one of the lowest in the state, when you factor in the complexity and cost of softening surface water. 2009 reflects a single set aside for the sludge lagoon cleanout. 2008 had a double set aside since 2007 was missed. The increase in 2023 is due predominantly to the tower painting.

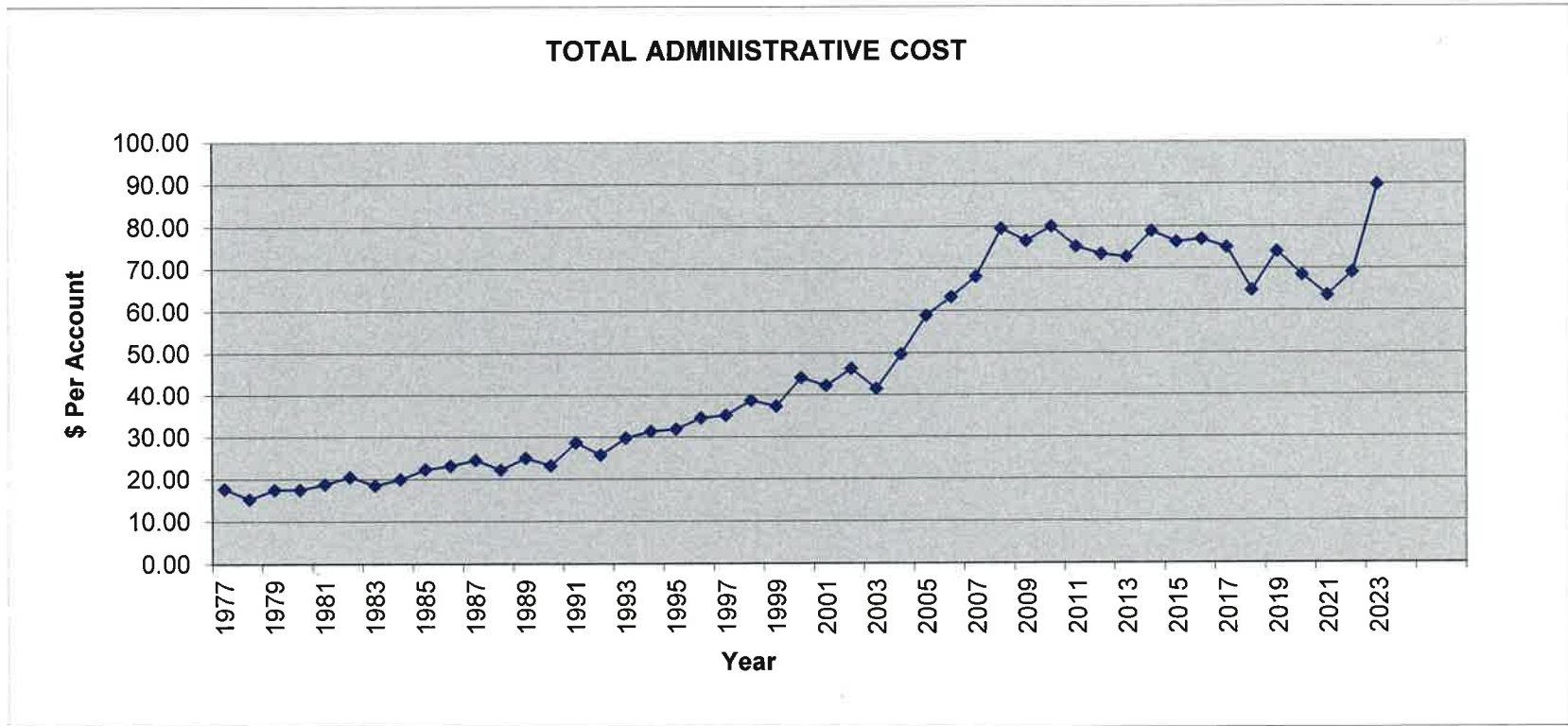
NEENAH WATER UTILITY



TOTAL COSTS BY ACCOUNT

This shows a breakdown of the total cost by account type. There are occasional spikes in each of the accounts; with the subsequent graphs detailing each cost by account. The peak in water treatment expenses in 2022 reflects the sludge lagoon cleanout. In 2023 the expense includes the tower painting.

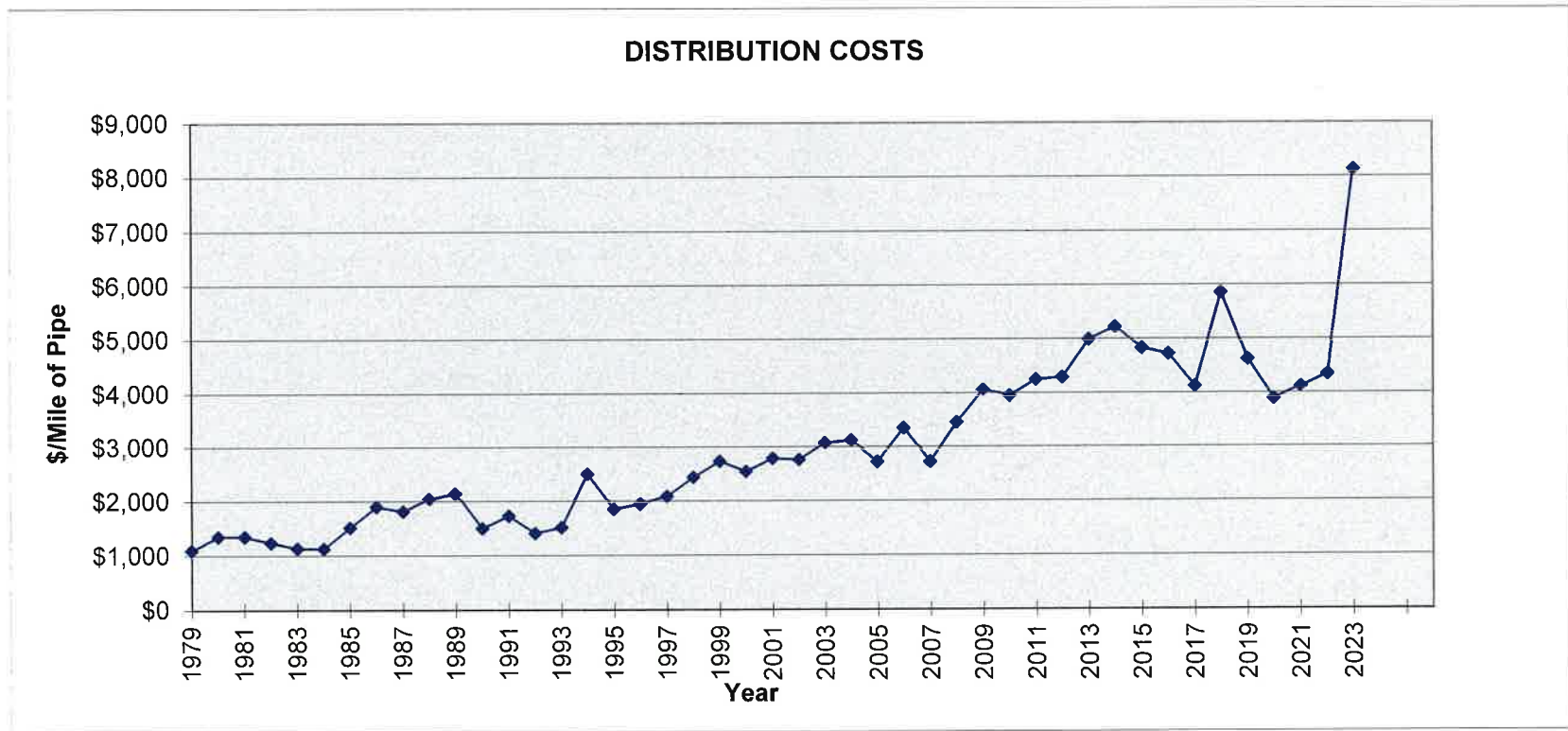
NEENAH WATER UTILITY



TOTAL ADMINISTRATIVE COST

This shows the cost for administrative plus customer accounts per metered account. The sharp increase since 2004 reflects the cost to transfer accounting and billing to the City Finance Department, which replaced a salaried employee that regularly worked 70 hours per week. In 2023, there was an increase due to GASB 68 pension adjustment and new utility billing software required for the AMI integration.

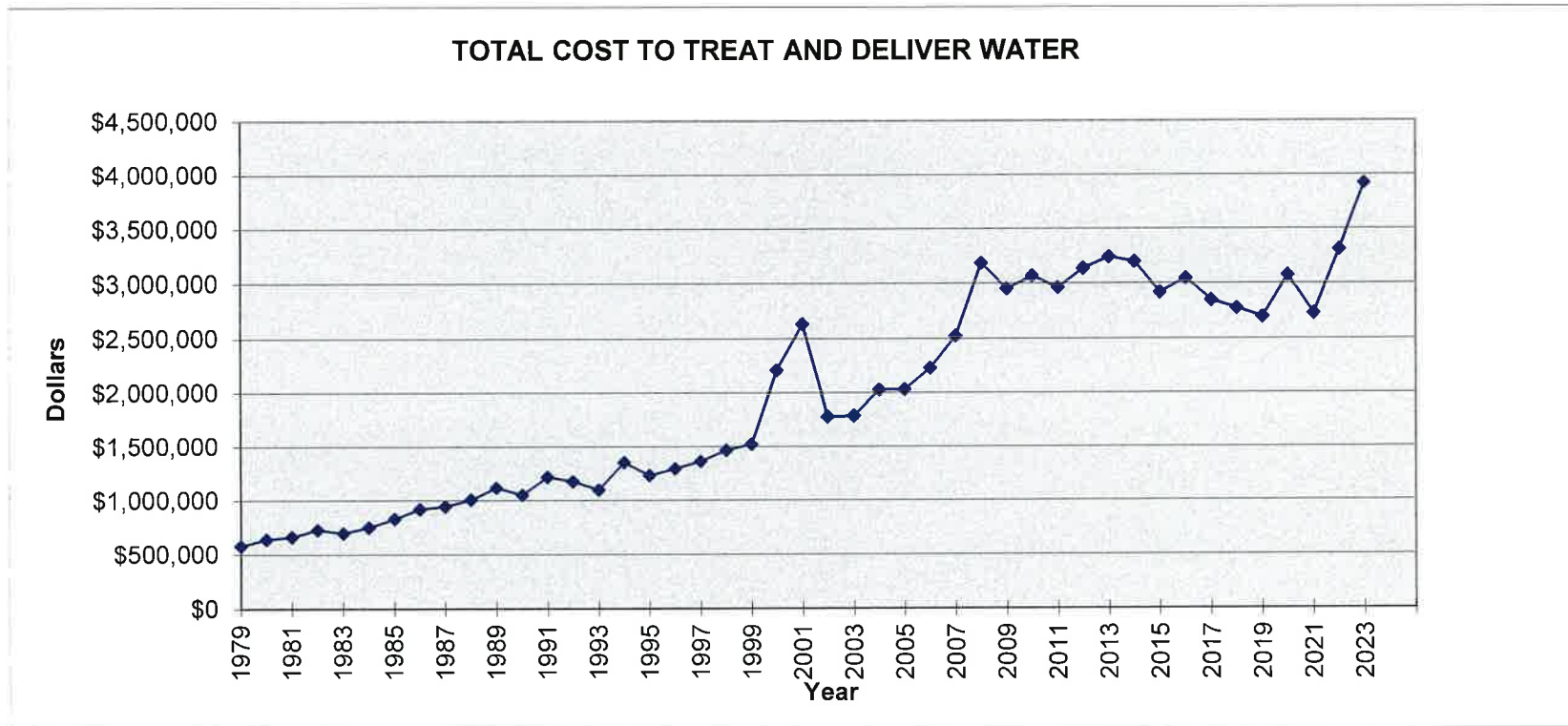
NEENAH WATER UTILITY



DISTRIBUTION COSTS

This shows the money spent on distribution related items per mile of pipe. The distribution system is aging and we are spending more time maintaining it. Sharp increases and decreases reflect an increase or decrease in water main breaks and service leaks for that year. In 2023, there was a sharp increase due the tower reconditioning and new meter reading software required for the AMI integration.

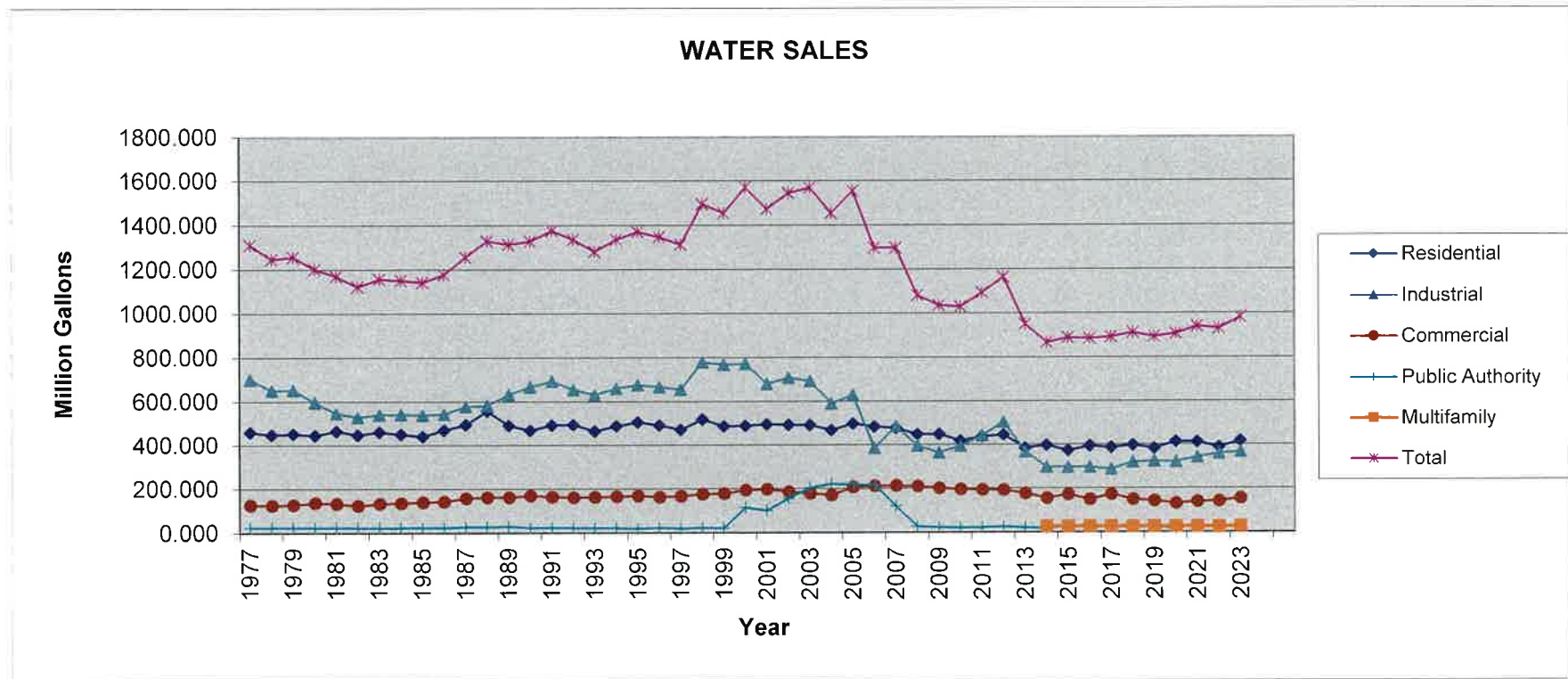
NEENAH WATER UTILITY



TOTAL COST TO TREAT AND DELIVER WATER

This shows the total cost to provide water to customers in Neenah each year. This includes water supply, treatment, distribution, pumping, customer accounts and administration. It does not include debt payment and PILOT. The cost has risen steadily over the years and is predictable within some limits. The total cost generally does not fluctuate with consumption because much of the cost is fixed. The sharp increase in 2000 and 2001 reflects the cleaning of the sludge lagoons. The sharp decrease in 2002 reflects a return to normal. Starting in 2004, the sludge lagoon cleaning is amortized over three years, which flattens the peaks. The peak in 2007 is due to additional requirements needed to bring the new plant on line. The continued increase in 2008 is due to steep chemical increase, and the annual set aside for the lagoons was missed in 2007 and was doubled in 2008 to compensate. 2009 through 2020 show a return to a more stable normal with the exception of a lagoon cleanout in 2020 and 2022. In 2023, increased chemical purchases, tower reconditioning, meter and billing software upgrades, and a pension adjustment, impacted overall costs.

NEENAH WATER UTILITY



WATER SALES

This shows the breakdown of total yearly water sales by customer type. Commercial sales slightly decreased in 2018, where Residential and Industrial slightly increased, providing an overall consistent usage in the past 5 years. Industrial significantly decreased in 2005 when Minergy (Fox Valley Energy) started to buy water from Glatfelter. In 2010, Industrial sales increased when Glatfelter closed and Fox Valley Energy again purchased water from the Utility, but again decreased in 2013, when Fox Valley Energy ceased operations. "Other" includes municipal sales, bulk sales and in plant use (as of 2000). Rate increases, weather, environmental concerns and the general state of the economy affect these categories. The Multi-family customer type was introduced in 2014, as it previously was combined with the Commercial customer base. There are COVID-19 factors that impacted the decline in sales from public authority, commercial, and industrial customers.



Neenah Water Utility

211 Walnut St. PO Box 426 Neenah, WI 54957-0426

Office: (920) 886-6182 Cell: (920) 858-6300

Email: amach@ci.neenah.wi.us

Anthony L. Mach

Director of Neenah Water Utility

MEMORANDUM

DATE: August 15, 2024
TO: Honorable Mayor Lang and Members of the Board of Public Works
FROM: Anthony L. Mach
RE: Request to Recommend Award of Contract 3-24W Removal and Disposal of Lime Sludge

Bids for Contract 3-24W Removal and Disposal of Lime Sludge were opened and read aloud on August 8, 2024. There was one bid from Kartechner Brothers, LLC for \$20.95 per yard for a total bid of \$396,164.50. The total allocated amount for lagoon dredging work is currently \$450,000.00. The low bid was reviewed and a recommendation to the Waterworks Commission made by the Board of Public Works at the August 15, 2024 meeting.

Staff are recommending award of Contract 3-24W Removal Disposal of Lime Sludge to Kartechner Brothers, LLC of Waupun, WI for \$20.95 per cubic yard with a total bid of \$396,164.50.

NEENAH WATER UTILITY

BID TABULATION: Contract 3-24W Removal and Disposal of Lime Sludge

DATE: August 8, 2024 - 12:00 P.M.

NAME	Address	UNIT PRICE	TOTAL BID
Kartechner Brothers LLC	N11829 County Road I Waupun WI 53963	\$20.95	396,164.50

** Award of contract contingent upon approval at August 2024 Water Commission Meeting.

Director's Report
August 19, 2024

1. Water Loss Report.
2. The following items were approved at the July 17, 2024 Board of Public Works meeting:
 - Pay Request No. 4, Contract 1-24, Sanitary and Storm Sewer, Water Main, and Street Construction, on Belmont Avenue, Belmont Court, Cedar Street and Stevens Street, to David Tenor Corporation, in the amount of \$51,918.45 for Water on Belmont Ave. and \$205,607.60 for Water on Water on Stevens St.
 - Pay Request No. 3, Contract 2-24, Sanitary and Storm Sewer, Water Main, and Street Construction, on E. Doty Avenue, to Kruczek Construction, Inc., in the amount of \$52,267.10 for Water on E. Doty Ave.
 - Pay Request No. 4, Contract 3-24, Sanitary and Storm Sewer, Water Main, and Street Construction, on Bayview Road, Quarry Lane, and Reed Street, to Don Hietpas & Sons, in the amount of \$2,868.05 for Water on Bayview Rd., \$51,120.54 for Water on Quarry Ln., and \$17,530.25 for Water on Reed St.
 - Pay Request No.1, Contract 5-24, Sanitary and Storm Sewer, Water Main, and Street Construction, on North Street, to David Tenor Corporation, in the amount of \$112,275.27.
3. The following items were approved at the August 15, 2024 Board of Public Works meeting:
 - Pay Request No. 5, Contract 1-24, Sanitary and Storm Sewer, Water Main, and Street Construction, on Belmont Avenue, Belmont Court, Cedar Street, and Stevens Street, to David Tenor Corporation, in the amount of \$4,721.31 for Water on Stevens St.
 - Pay Request No. 4, Contract 2-24, Sanitary and Storm Sewer, Water Main and Street Construction, on E. Doty Avenue, to Kruczek Construction, in the amount of \$178,548.70 for Water on E. Doty Ave.
 - Pay Request No. 5, Contract 3-24, Sanitary and Storm Sewer, Water Main and Street Construction, on Bayview Road, Commercial Street, Quarry Lane, and Reed Street, to Don Hietpas & Sons, in the amount of \$13,586.52 for Water on Quarry Ln. and \$65,413.20 for Water for the Commercial St. crossings.
 - Pay Request No. 7, Contract 2-23W West Side Booster Station Building Construction, to RJM Construction, LLC., in the amount of \$25,484.95.
4. Booster Station update.
5. AMI update.
6. Solar installation update.
7. The next regular Waterworks Commission meeting is scheduled for Monday, September 16, 2024.

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

**THREE MONTH TOTALS
(1000 GALLONS)**

USAGE PERIOD	RAW WATER	FINISHED WATER	BILLED WATER	WATER LOSS ACCOUNTED	WATER LOSS UNACCOUNTED	% WATER LOSS UNACCOUNTED
CURRENT THREE MONTHS (April, May, June)	327,010	312,170	233,364	25,047	53,759	17.22%
MOST RECENT THREE MONTHS (March, April, May)	319,510	303,250	223,235	31,005	49,010	16.16%
1 YEAR AGO (April, May, June)	336,730	323,400	240,195	23,372	59,833	18.50%

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
Jun, 2024	3.73	3.59
May, 2024	3.56	3.44
Jun, 2023	4.03	3.89

Neenah Water Utility - Industrial Tower Solar Array

[illegible]

Number of Full Months in Operation		31
Cost of System (Less Incentives)	\$	10,183.00
Projected Payback (Years)		7.50
Total Cost of System	\$	22,886.00
Incentives	\$	12,703.00
Net Cost of System	\$	10,183.00