

AGENDA

REGULAR WATER COMMISSION MEETING AND STORM WATER CITIZEN ADVISORY BOARD MEETING

Monday, April 18, 2022
4:30 P.M.
Council Chambers – 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 March 21, 2022 (Attachment)
2. Approve the Invoices for March 2022 (Attachment)
3. Appearances
4. Old Business/New Business
 - A. Storm Water Report (Attachment)
 - B. Request to Issue an RFP for a Booster Station (Attachment)
 - C. Discussion and Possible Action Regarding Chemical Price Increases
 - D. Director's Report (Attachment)
 - E. Any Other Business That May Legally Come Before the Commission
 - F. 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

Regular Meeting – March 21, 2022

Council Chambers – City Hall

Present: President Kaufert; Commissioners: Schmeichel, Boyette, Bauman, and Lang; and Director Mach

Excused: None.

President Kaufert called the meeting to order at 4:36 p.m.

Approve Regular Meeting Minutes for February 21, 2022 – Following discussion, **M.S.C. Schmeichel/Bauman to approve the February 21, 2022 Regular Meeting Minutes.** All voting aye.

Approve Special Meeting Minutes for February 28, 2022 – Following discussion, **M.S.C. Lang/Bauman to approve the February 28, 2022 Special Meeting Minutes.** All voting aye.

Approve the Invoices for February 2022 – Commissioners asked about the investment purchase listed on the Cash Activity sheet. Director Mach explained that the Finance Department, from time to time, invests our excess cash in securities that provide a greater rate of return than what is available in the LGIP or our bank account. Commissioners questioned charges and invoices from Vorpahl Fire & Safety, USA Blue Book, Donald Hietpas & Sons, Inc., Whirlwind Post Holes & Fencing, Badger Meter, Inc., and current chemical pricing from distributors. Director Mach noted that Vorpahl is one of our suppliers for safety gear and equipment. We purchase different gear which is used Utility-wide. The colorimeter purchased from USA Blue Book is a replacement for the old lab colorimeter. The old unit was past its life expectancy and not reliable. The Utility utilized the services of Don Hietpas & Sons to dig and repair a valve located on Enterprise Drive. This valve was too deep to be excavated with our current equipment. The fence installed by Whirlwind Post Holes & Fencing is substantially complete. There are a few minor issues as of late that the installer is addressing. We pay Badger Meter invoices with our P-card, but the transactions must be less than \$10,000 each in order to be accepted. Most of the chemicals used in the treatment process are sent out for bid on a yearly or bi-yearly basis. This process is intended to ensure pricing is stable throughout the year.

Following discussion, **M.S.C. Bauman/Schmeichel to approve the February 2022 invoices.** All voting aye.

Appearances – None.

Old Business/New Business

Request to Approve Draft 2021 Water Quality Report – Director Mach presented the Draft 2021 Water Quality Report for Commission consideration. Commissioners had questions about the source of contaminant language used for arsenic, significant figures, level found for disinfection byproducts, and unregulated contaminants reporting. Director Mach also questioned the source of contaminant language used. He will re-generate the report and verify that the correct language is used in the final version. Significant figures and units are generated directly from the DNR site. These are the conventions that the DNR uses, even though they do not follow typical scientific convention. As an example, when a value is represented to one significant figure, but there is a detectible amount and the result is less than 0.5, the number report is zero (0). The range for disinfection byproducts is represented by range of values found at a sampling site in 2022. Per the DNR, for the column “Level Found” the levels reported there are the highest “Locational Running Annual Average” (LRAA) for the year at a specific DBP monitoring location. The LRAA is the average of the 4 most recent consecutive

Waterworks Commission Regular Meeting Minutes
March 21, 2022
Page 2 of 3

quarterly results at a specific DBP monitoring location. The LRAA can include consecutive quarterly results from a previous calendar year. The unregulated contaminant list does include some regulated contaminants, but because these results were obtained during the sampling regimen for the EPA Unregulated Contaminant Monitoring Rule, they are represented in this area of the report. Commissioners suggested the heading title could be more specific. Director Mach noted he will look into this request and make a minor revision if necessary.

Following discussion, **M.S.C. Schmeichel/Boyette approve the Draft 2021 Water Quality Report.** All voting aye.

Request to Reimburse the Developer for the Cost to Oversize Water Main in Freedom Acres Phase II – Director Mach presented the Commission with a memo and map detailing the extension of Honor Street north of Founders Street. These water mains will be installed through the development to provide service to future phases and a future pump station. An oversizing assessment will be due the Utility when each building permit is taken out. Commissioners asked if this pipe could have been laid during the construction of Phase I. Director Mach explained how the development is intended to be completed in phases, with the developer purchasing and developing the phases in a predetermined order. In essence, the current progression of utility installations is part of the overall plan.

Following discussion, **M.S.C. Lang/Boyette to reimburse the Developer the costs to oversize the water main in Freedom Acres Phase II at a cost not to exceed \$52,000.00.** All voting aye.

Director's Report –

1. Water Loss Report – The large leak in January was taken into account for this estimate. The most recent report was distributed as there was a calculation error. An updated report is attached to these minutes
2. Nolan Knapp has started on 2/28/2022 as our new Water Plant Operator. Commissioners welcomed Mr. Knapp and wished him well.
3. The following change orders and pay estimates were approved at the March 11, 2022 Board of Public Works meeting:
 - Final Payment, Contract 1-21, Sanitary Sewer, Water Main and Street Construction on Marathon Avenue to Don Hietpas & Sons, Inc. in the amount of \$14,087.00 for water main on Shootingstar Drive, \$23,074.48 for water main on Marathon Avenue, and \$4,520.25 for sludge line work on Marathon Avenue.
 - Final Pay Estimate, Contract 3-21, Sanitary Sewer, Water Main and Street Construction, on Isabella Street, Olive Street, Washington Avenue and Winneconne Avenue, to Kruczek Construction, Inc. in the amount of \$9,236.55 for water main on Isabella Street, \$5,802.88 for water main on Olive Street, and \$4,495.16 for Water Main on Washington Avenue.
 - Final Pay Estimate, Contract 5-21, HMA Pavement Repairs, to MCC., Inc. in the amount of \$42,764.95 for Water.

Waterworks Commission Regular Meeting Minutes
March 21, 2022
Page 3 of 3

4. The following contracts were awarded at the March 11, 2022 Board of Public Works meeting:
 - Contract 2-22, Sewer, Water Services, and Street Construction on Dieckhoff Street, and Grove Street.
 - Contract 4-22, Sewer, Water Services and Street Construction on S. Commercial Street.
 - Contract 5-22, Sanitary Sewer and Water Main Construction, CTY Road CB & CTY Road JJ.
5. Solar installation update – The array generated approximately 876 kWh from February 14th until March 13th. Staff are pleased with the performance of the array.
6. Discussion on updated Cross-Connection Control Ordinance and Private Well Ordinance – Director Mach wanted to give Commissioners the opportunity to provide direct feedback regarding the updated Cross-Connection Control and Private Well Ordinance updates. Commissioners expressed concerns including access to a residence, *Right to Enter* provisions, and confidentiality of personal information. Director Mach encouraged the Commissioners to share any thoughts they may have to him.

President Kaufert Left the meeting at 5:28 p.m. Vice President Schmeichel as acting President for the remainder of the meeting.

7. The next regular Waterworks Commission meeting is scheduled for April 18, 2022.

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

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

Adjournment – **M.S.C. Boyette/Lang to adjourn at 5:59 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility

**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 (Nov, Dec, Jan)	307,090	298,000	223,011	67,055	7,934	2.66%
MOST RECENT THREE MONTHS (Oct, Nov, Dec)	290,760	284,290	206,592	9,105	68,593	24.13%
1 YEAR AGO (Nov, Dec, Jan)	267,940	261,550	222,089	11,425	28,036	10.72%

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
Jan, 2022	3.74	3.60
Dec, 2021	3.16	3.07
Dec, 2020	2.97	2.90

WATER UTILITY CASH ACTIVITY
March 2022

Cash Balance March 1, 2022		\$1,734,188
Cash Receipts		
Water Collection Receipts	718,331	
Other Water Receipts	21,342	
2021 Joint Meter Adjustment	176,719	
LGIP Withdrawal	233,948	
		1,150,340
Cash Distributions		
Check Register	290,578	
P-Card Register	65,848	
Investment Purchases	254,122	
Disbursements to the City	493,718	
		1,104,266
Cash Balance March 31, 2022		\$1,780,261

MAR DISBURSEMENTS TO THE CITY

Payroll		133,609
Payroll Benefits		43,897
1st Qtr Charges for Sending/Collecting Bills-Pmt to City		30,268
1st Qtr Charges for Finance, HR, Legal Services		16,863
1st Qtr Payment in Lieu of Taxes		253,116
1st Qtr Rent		2,805
1st Qtr Printcare		89
CVMIC Liability Insurance		7,685
Vehicle Fuel & Fluids		1,467
Vehicle Maintenance		1,009
Postage		74
IS/GIS Services		2,835
Total March Disbursements to the City		493,718

REPLACEMENT FUND RESERVES AS OF MARCH 2022

Sludge Lagoon		\$2,206,747
Vehicles		227,084
Painting Towers		428,995
Painting Hydrants		55,500
GAC Media Replacement		530,000
Pump Rehab		28,000
Total Replacement Fund Reserves		\$3,476,326

VENDOR NAME	CHECK #	CHECK DATE	INVS#	TRANS CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
U S BANK	409	03/31/2022	03-12-22	AP	400-0401-770-6430	CIS BENCHMARK CIS ESS LICENSES	540.00
						CHECK TOTAL -	540.00
U S BANK	410	03/31/2022	03-12-22	AP	400-0401-770-6410	AIRGAS USA, LLC CARBON DIOXIDE	2,576.13
	410	03/31/2022	03-12-22	AP	400-0402-770-6510	THE HOME DEPOT 4903 EPOXY PAINT/SUPPLIES	470.99
	410	03/31/2022	03-12-22	AP	400-0401-770-6430	CINTAS CORP TREATMENT MATS/MOPS	53.75
	410	03/31/2022	03-12-22	AP	400-0401-770-6650	CINTAS CORP DISTRIBUTION MATS/MOPS	53.75
	410	03/31/2022	03-12-22	AP	400-0402-770-6520	HOMEDEPOT.COM EMERY CLOTH	24.79
	410	03/31/2022	03-12-22	AP	400-0402-770-6520	HOMEDEPOT.COM ADHESIVE	6.56
	410	03/31/2022	03-12-22	AP	400-0401-770-6420	USA BLUE BOOK LAB REAGENTS RETURN	205.50-
	410	03/31/2022	03-12-22	AP	400-0402-770-6510	AUER STEEL NEENAH BOILER VENT ASSEMBLY	625.49
	410	03/31/2022	03-12-22	AP	400-0401-770-6420	USA BLUE BOOK LAB REAGENTS/SUPPLIES	451.60
	410	03/31/2022	03-12-22	AP	400-0401-770-6420	THE UPS STORE 2376 LAB SHIPPING	11.22
	410	03/31/2022	03-12-22	AP	400-0000-207-0497	IN *WSS EQUIPMENT RENTALS FLOOR SCRUBBER	5,109.00
	410	03/31/2022	03-12-22	AP	400-0402-770-6510	THE HOME DEPOT #4903 EPOXY PAINT RETURN	162.00-
	410	03/31/2022	03-12-22	AP	400-0401-770-6430	WM SUPERCENTER #2986 BLEACH/GARBAGE BAGS/PENS/	95.30
	410	03/31/2022	03-12-22	AP	400-0401-770-6410	HAWKINS INC FLUORIDE	1,339.80
	410	03/31/2022	03-12-22	AP	400-0401-770-6230	LEVENHAGEN OIL CORPORATI GENERATOR FUEL	3,576.33
	410	03/31/2022	03-12-22	AP	400-0401-770-6420	WI STATE HYGIENE LAB LAB TEST	26.00
	410	03/31/2022	03-12-22	AP	400-0401-770-6410	KEMIRA WATER SOLUTIONS FERRIC SULFATE	6,931.00
	410	03/31/2022	03-12-22	AP	400-0402-770-6780	HAENCO LLC BATHROOM SUPPLIES	245.60
	410	03/31/2022	03-12-22	AP	400-0401-770-6630	FERGUSON ENT LARGE METER TEST	140.00
	410	03/31/2022	03-12-22	AP	400-0402-770-6760	CORE & MAIN - WI005 METER SEALS	218.36
	410	03/31/2022	03-12-22	AP	400-0000-207-0481	BADGER METER INC 5/8", 1", 3" & 4" METERS	9,999.00
	410	03/31/2022	03-12-22	AP	400-0000-207-0481	BADGER METER INC 2" METERS	9,999.00
	410	03/31/2022	03-12-22	AP	400-0000-207-0481	BADGER METER INC 2" METERS	2,447.60
	410	03/31/2022	03-12-22	AP	400-0401-770-9210	AMZN MKTP US*110VQ0MJ2 OFFICE SUPPLIES	46.00

VENDOR NAME	CHECK #	CHECK DATE	INV#	TRANS		DESCRIPTION	TRANSACTION AMOUNT
				CODE	ACCOUNT NUMBER		
	410	03/31/2022	03-12-22	AP	400-0401-770-6430	AMZN MKTP US*1W8PT1GR1 LENS WIPES	13.61
	410	03/31/2022	03-12-22	AP	400-0000-207-0481	BADGER METER INC 5/8", 1", 3" & 4" METERS	754.58
	410	03/31/2022	03-12-22	AP	400-0402-770-6510	SUPPLYHOUSE.COM FAN CONTACTORS	98.11
	410	03/31/2022	03-12-22	AP	400-0402-770-6780	AMAZON.COM*125D20C60 INSPECTION TAPE MEASURES	77.85
	410	03/31/2022	03-12-22	AP	400-0402-770-6780	AMZN MKTP US*122QH5LL0 INSPECTION/SHOP TOOLS	115.46
	410	03/31/2022	03-12-22	AP	400-0402-770-6780	AMZN MKTP US*1W11X1SY2 SURVEYING STAKES	113.64
	CHECK TOTAL -						45,253.02
U S BANK	411	03/31/2022	03-25-22	AP	400-0401-770-9270	AW EMPL SOLUTN PORTAL E DRUG & ALCOHOL TESTING/40	112.00
	411	03/31/2022	03-25-22	AP	400-0401-770-9270	AW EMPL SOLUTN PORTAL E AUDIOGRAM/401233	36.00
	411	03/31/2022	03-25-22	AP	400-0401-770-6430	TDS METROCOM FEB TDS PHONE	71.80
	411	03/31/2022	03-25-22	AP	400-0401-770-6630	TDS METROCOM FEB TDS PHONE	3.42
	411	03/31/2022	03-25-22	AP	400-0401-770-6650	TDS METROCOM FEB TDS PHONE	34.19
	411	03/31/2022	03-25-22	AP	400-0401-770-9030	TDS METROCOM FEB TDS PHONE	7.09
	411	03/31/2022	03-25-22	AP	400-0401-770-9210	TDS METROCOM FEB TDS PHONE	9.46
	411	03/31/2022	03-25-22	AP	400-0401-770-9270	GRAPHIC COMPOSITION INC CCC FLYER/220365	1,426.48
	411	03/31/2022	03-25-22	AP	400-0401-770-6630	U.S. CELLULAR AIRTIME 1/22-2/21	21.63
	411	03/31/2022	03-25-22	AP	400-0401-770-6650	U.S. CELLULAR AIRTIME 1/22-2/21	21.61
	411	03/31/2022	03-25-22	AP	400-0401-770-6260	U.S. CELLULAR AIRTIME 1/22-2/21	17.37
	411	03/31/2022	03-25-22	AP	400-0401-770-6430	U.S. CELLULAR AIRTIME 1/22-2/21	17.34
	411	03/31/2022	03-25-22	AP	400-0401-770-6620	U.S. CELLULAR AIRTIME 1/22-2/21	98.65
	411	03/31/2022	03-25-22	AP	400-0401-770-6630	U.S. CELLULAR AIRTIME 1/22-2/21	19.33
	411	03/31/2022	03-25-22	AP	400-0401-770-6650	U.S. CELLULAR AIRTIME 1/22-2/21	98.60
	411	03/31/2022	03-25-22	AP	400-0401-770-9020	U.S. CELLULAR AIRTIME 1/22-2/21	19.32
	411	03/31/2022	03-25-22	AP	400-0401-770-9270	AW EMPL SOLUTN PORTAL E AUDIOGRAM-WATER/401779	36.00
	411	03/31/2022	03-25-22	AP	400-0401-770-9260	AW EMPL SOLUTN PORTAL E 1ST QTR EAP FEES/402028	85.50
	411	03/31/2022	03-25-22	AP	400-0402-770-6520	MENARDS APPLETON WEST WI FASTENERS/PVC FITTINGS/GLU	115.22

VENDOR NAME	CHECK #	CHECK DATE	INV#	TRANS CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
	411	03/31/2022	03-25-22	AP	400-0401-770-6420	4TE*CULLIGAN WATER CONDIT LAB WATER	44.50
	411	03/31/2022	03-25-22	AP	400-0401-770-6410	HAWKINS INC AQUA AMMONIA	939.97
	411	03/31/2022	03-25-22	AP	400-0401-770-6420	IDEXX DISTRIBUTION INC LAB REAGENTS/MEDIA	1,203.89
	411	03/31/2022	03-25-22	AP	400-0401-770-6420	IDEXX DISTRIBUTION INC LAB REAGENTS/MEDIA	70.34
	411	03/31/2022	03-25-22	AP	400-0401-770-6420	IDEXX DISTRIBUTION INC LAB REAGENTS	299.59
	411	03/31/2022	03-25-22	AP	400-0401-770-6420	YAMATHO SUPPLY LL LEAD TESTING SUPPLIES	304.29
	411	03/31/2022	03-25-22	AP	400-0402-770-6520	GUENTHER SUPPLY, INC. BALL VALVES/PVC FITTING/GL	546.09
	411	03/31/2022	03-25-22	AP	400-0401-770-6420	NORTHERN LAKE SERVICE- IN LAB TESTS	99.80
	411	03/31/2022	03-25-22	AP	400-0401-770-6410	HAWKINS INC LPC-4	2,160.18
	411	03/31/2022	03-25-22	AP	400-0401-770-6410	HAWKINS INC SODIUM PERMANGANATE	3,043.73
	411	03/31/2022	03-25-22	AP	400-0401-770-6410	HAWKINS INC ENVIORNMENTAL FEE	10.00
	411	03/31/2022	03-25-22	AP	400-0401-770-6430	THE UPS STORE 2376 LAB TEST SHIPPING	24.58
	411	03/31/2022	03-25-22	AP	400-0401-770-6430	GAUGETEC LLC BACKFLOW TESTER CALIBRATI	95.00
	411	03/31/2022	03-25-22	AP	400-0402-770-6520	GUENTHER SUPPLY, INC. PVC FITTINGS	310.26
	411	03/31/2022	03-25-22	AP	400-0402-770-6520	HAWKINS INC PUMP FITTINGS	81.23
	411	03/31/2022	03-25-22	AP	400-0401-770-6430	DSPS E SERVICE FEE COM CONV FEE ELEVATOR INSP	1.00
	411	03/31/2022	03-25-22	AP	400-0401-770-6430	DSPS EPAY ISE ELEVATOR INSPECTION	50.00
	411	03/31/2022	03-25-22	AP	400-0402-770-6730	CORE & MAIN - WI005 #Q441864 CLAMP	490.00
	411	03/31/2022	03-25-22	AP	400-0402-770-6770	CORE & MAIN - WI005 #Q441864 HYDRANT TRAFFIC	2,150.40
	411	03/31/2022	03-25-22	AP	400-0401-770-6630	CORE & MAIN - WI005 #Q411830 METER SEALS	21.49
	411	03/31/2022	03-25-22	AP	400-0402-770-6730	CORE & MAIN - WI005 #Q441830 REPAIR CLAMPS	4,000.00
	411	03/31/2022	03-25-22	AP	400-0402-770-6520	SYNERGY SERVICE GROUP RADAR LEVEL SENSOR	1,003.29
	411	03/31/2022	03-25-22	AP	400-0402-770-6520	EBAY O*05-08412-69855 PRESSURE SWITCH	18.89
	411	03/31/2022	03-25-22	AP	400-0402-770-6510	SUPPLYHOUSE.COM BOILER BLOWER & VALVE	716.55
	411	03/31/2022	03-25-22	AP	400-0401-770-9210	AMAZON PRIME*LN7NO9BY2 AMAZON PRIME	119.00
						CHECK TOTAL -	20,055.08
						GRAND TOTAL -	65,848.10

*** END OF REPORT ***

CITY OF NEENAH
Detail CHECK REGISTER- WATER DEPARTMENT
Period Ending - 03/31/2022

VENDOR NAME	CHECK #	CHECK DATE	TRANS INV#	CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
ALEXANDER CHEMICAL CORPORATION	54036	03/03/2022	50462	AP	400-0401-770-6410	SODIUM HYPOCHLORITE	6,739.20
						CHECK TOTAL -	6,739.20
GRAYMONT WESTERN LIME INC	54045	03/03/2022	181448RI	AP	400-0401-770-6410	HYDRATED LIME	3,617.84
						CHECK TOTAL -	3,617.84
MICHELS	54050	03/03/2022	425503	AP	400-0402-770-6750	BACKFILL	332.64
						CHECK TOTAL -	332.64
MID VALLEY INDUSTRIAL SERVICES	54051	03/03/2022	22050	AP	400-0402-770-6510	HYDROBLAST SOFTENERS	2,135.00
						CHECK TOTAL -	2,135.00
WATER REFUND VENDOR	54078	03/10/2022	00001730	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000017656	84.28
						CHECK TOTAL -	84.28
WATER REFUND VENDOR	54081	03/10/2022	WATER/RE	AP	400-0000-303-0000	REF CR BAL 04-00251-00-02 421 S LAKE ST	21.20
						CHECK TOTAL -	21.20
GRAEF	54086	03/10/2022	119610	AP	400-0401-770-9230	JAN GIS MAINTENANCE	345.28
						CHECK TOTAL -	345.28
WATER REFUND VENDOR	54105	03/10/2022	00003521	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000020840	91.29
						CHECK TOTAL -	91.29
WE ENERGIES	54107	03/10/2022	70068362	AP	400-0401-770-6230	PUMPING - ELECTRIC JAN - FEB	11,035.66
	54107	03/10/2022	70068362	AP	400-0401-770-6260	PUMPING - HEAT JAN - FEB	3,006.70
	54107	03/10/2022	70068362	AP	400-0401-770-6420	WATER TREATMENT - HEAT JAN - FEB	7,848.97
	54107	03/10/2022	70068362	AP	400-0401-770-6430	WATER TREATMENT-ELECTRIC JAN - FEB	4,244.48
	54107	03/10/2022	70068362	AP	400-0401-770-6610	WATER TOWER - ELECTRIC JAN - FEB	952.67
	54107	03/10/2022	70068362	AP	400-0401-770-6630	METER SERVICE - ELECTRIC & HEAT JAN-FEB	374.62
	54107	03/10/2022	70068362	AP	400-0401-770-6650	DIST - ELECTRIC & HEAT JAN - FEB	2,529.35
						CHECK TOTAL -	29,992.45

VENDOR NAME	CHECK #	CHECK DATE	TRANS INV#	CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
WATER REFUND VENDOR	54118	03/17/2022	00002388	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000014046	20.62
						CHECK TOTAL -	20.62
WATER REFUND VENDOR	54122	03/17/2022	00002360	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000024432	5.88
						CHECK TOTAL -	5.88
WATER REFUND VENDOR	54126	03/17/2022	00000092	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000011534	75.43
						CHECK TOTAL -	75.43
GRAYMONT WESTERN LIME INC	54129	03/17/2022	181843RI	AP	400-0401-770-6410	HYDRATED LIME	3,865.48
						CHECK TOTAL -	3,865.48
KRUEGER TRUE VALUE	54133	03/17/2022	138337	AP	400-0402-770-6780	SHOP SUPPLIES	24.03
	54133	03/17/2022	138577	AP	400-0402-770-6780	SHOP SUPPLIES	128.74
	54133	03/17/2022	138713	AP	400-0402-770-6520	PAINT, BRUSHES	17.42
	54133	03/17/2022	138848	AP	400-0402-770-6780	SHOP TOOLS & EQUIP	130.25
						CHECK TOTAL -	300.44
L & S TRUCK CENTER INC	54134	03/17/2022	3755	AP	400-0000-207-0450	1 TON WORK TRUCK	52,001.00
	54134	03/17/2022	3755	AP	400-0000-207-0450	TRADE ALLOWANCE	10,900.00-
						CHECK TOTAL -	41,101.00
WATER REFUND VENDOR	54135	03/17/2022	00000122	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000024090	330.88
	54135	03/17/2022	00000149	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000024402	129.36
						CHECK TOTAL -	460.24
WATER REFUND VENDOR	54141	03/17/2022	00000051	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000012070	116.76
						CHECK TOTAL -	116.76
N & M AUTO SUPPLY	54143	03/17/2022	760503	AP	400-0401-770-9290	FORKLIFT BATTERY	112.01
						CHECK TOTAL -	112.01
WATER REFUND VENDOR	54150	03/17/2022	00002379	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000014000	22.33
						CHECK TOTAL -	22.33

VENDOR NAME	CHECK #	CHECK DATE	INV#	TRANS CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
WATER REFUND VENDOR	54155	03/17/2022	00002465	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000015142	14.09
						CHECK TOTAL -	14.09
WATER REFUND VENDOR	54167	03/17/2022	00001539	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000000286	34.00
						CHECK TOTAL -	34.00
CITIES & VILLAGES MUTUAL INS C	54177	03/24/2022	WC221061	AP	400-0401-770-9250	2ND QTR WC INSURANCE	7,566.00
						CHECK TOTAL -	7,566.00
DIVERSIFIED BENEFIT SERVICES I	54178	03/24/2022	349973	AP	400-0401-770-9260	MAR SERV - FLEX SPENDING	20.00
	54178	03/24/2022	348841	AP	400-0401-770-9260	MAR SERVICES - HRA	79.20
						CHECK TOTAL -	99.20
DONALD HIETPAS & SONS INC	54179	03/24/2022	CN1-21 F	AP	400-0000-303-0000	WATER MAIN CONSTRUCTION MARATHON AVE	41,681.73
						CHECK TOTAL -	41,681.73
GRAYMONT WESTERN LIME INC	54185	03/24/2022	182508RI	AP	400-0401-770-6410	HYDRATED LIME	3,724.44
						CHECK TOTAL -	3,724.44
KRUCZEK CONSTRUCTION INC	54187	03/24/2022	CN3-21 F	AP	400-0000-303-0000	WATER MAIN CONSTRUCTION VARIOUS STREETS	19,534.59
						CHECK TOTAL -	19,534.59
MCC INC	54189	03/24/2022	CN5-21 F	AP	400-0000-303-0000	HMA PAVEMENT REPAIRS VARIOUS STREETS	42,764.95
						CHECK TOTAL -	42,764.95
VAN SISTINE HOMES LLC	54204	03/24/2022	REIMB/WA	AP	400-0000-207-0477	REIMB FREEDOM ACRES PH 1 OVERSIZING WATERMN/VALVES	82,113.62
						CHECK TOTAL -	82,113.62
GRAYMONT WESTERN LIME INC	54227	03/31/2022	182623RI	AP	400-0401-770-6410	HYDRATED LIME	3,299.68
						CHECK TOTAL -	3,299.68
WATER REFUND VENDOR	54233	03/31/2022	00002904	AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000015674	122.68
						CHECK TOTAL -	122.68

GMB008
QDFTPBA
WEBINFO

CITY OF NEENAH
Detail CHECK REGISTER- WATER DEPARTMENT
Period Ending - 03/31/2022

PAGE: 4
RUN DATE: 04/12/2022
RUN TIME: 11:10:18

VENDOR NAME	CHECK #	CHECK DATE	TRANS INV# CODE	ACCOUNT NUMBER	DESCRIPTION	TRANSACTION AMOUNT
WATER REFUND VENDOR	54243	03/31/2022	00002882 AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000014396	60.94
					CHECK TOTAL -	60.94
WATER REFUND VENDOR	54244	03/31/2022	00002084 AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 000013254	10.27
					CHECK TOTAL -	10.27
WATER REFUND VENDOR	54253	03/31/2022	00000852 AP	400-0000-307-0000	OVERPD FINAL ACCOUNT 00000540	112.63
					CHECK TOTAL -	112.63
					GRAND TOTAL -	290,578.19

*** END OF REPORT ***

Storm Water Citizen's Advisory Board
Monthly Report
April 2022

1. Harrison Street Pond – The pond excavation has been completed. Work on the west retaining wall has started but has been held up due to weather and ground conditions.
2. Staff are evaluating the possible conversion of the north pond on the Bridgewood Resort property for storm water management purposes. We are also working with the developer on a possible pond at the south end of the site that can be connected to city storm sewer and used for storm water treatment.



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: April 13, 2022
TO: Waterworks Commission
FROM: Anthony L. Mach
RE: Request to Issue an RFP for a Booster Station

In the northwest corner of the City, the increase in elevation is going to necessitate the installation of a pressure booster station. Staff would like to begin the process of selecting a firm to design and build this station.

This is an important development corridor within the City and the booster station will allow future expansions to the north and west.

Staff requests permission to issue an RFP for the design and construction of a pressure booster station to serve future development corridors north and west of Neenah.

Director's Report
April 18, 2022

1. Water Loss Report.
2. Tom Hawk is scheduled to start on 4/25/2022 as our new Distribution Tech I.
3. The following change orders and pay estimates were approved at the April 12, 2022 Board of Public Works meeting:
 - Pay Estimate No.1 Contract 1-22, Sewer, Water Main and Storm Water Construction on Apple Blossom Drive, Fredrick Drive, Green Acres Lane, Honeysuckle Lane, Meadow Lane, Primrose Lane, and Wild Rose Lane, to Kruczek Construction, Green Bay, in the amount of \$792,948.08 for Water.
4. Solar installation update.
5. Private lead service line replacement funding update.
6. The next regular Waterworks Commission meeting is scheduled for May 16, 2022.

**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 (Dec, Jan, Feb)	302,960	292,450	211,966	67,462	13,022	4.45%
MOST RECENT THREE MONTHS (Nov, Dec, Jan)	307,090	298,000	223,011	67,055	7,934	2.66%
1 YEAR AGO (Dec, Jan, Feb)	270,840	264,590	210,080	12,545	41,965	15.86%

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
Feb, 2022	3.17	3.06
Jan, 2022	3.74	3.60
Jan, 2021	2.94	2.87

**City of Neenah
Department of Public Works
Contractor Request for Payment**

Contractor Name: Kruczek Construction, Inc.		Contract No. 1-22	
Address 3636 Kewaunee Rd		Contract Amount \$1,969,969.69	
City Green Bay WI 54311		<i>storm</i>	
Name of Project	Sanitary, Water Main and Street Construction		
Location of Project	<i>Apple Blossom, Fredrick, Green Acres, Honey Suckle, Meadow, Primrose</i>		
Pay Request No. 1	For Period	March 1, 2022 through April 1, 2022	

CONTRACT SUMMARY

Original Contract Amount	\$1,969,969.69
Net Amount of Change Order	\$0.00
Adjusted Contract Amount	<u>\$1,969,969.69</u>

WORK PERFORMED TO DATE

Work Performed to Date	\$837,967.17
Less Retainage of 5%. If different indicate here	\$41,898.36
Net Amount Earned to Date	\$796,068.81
Less Previous Payments	\$0.00
BALANCE DUE THIS PAYMENT	<u>\$796,068.81</u>

CONTRACT BREAKOUT

	Account Numbers	Budget Total	Contract Breakdown	Due This Estimate	Paid to Date
Sanitary Sewer Various Repairs	046-5001-743-0236	\$150,000.00	\$4,694.38	\$68.40	\$0.00
Storm Sewer Fredrick Dr	049-5274-743-0236	\$252,000.00	\$79,630.83	\$3,052.35	\$0.00
Water Main Apple Blossom Dr	4000-0000-207-0498	\$230,224.00	\$234,947.19	\$230,443.09	\$0.00
Water Main Fredrick Dr	4000-0000-207-0486	\$288,000.00	\$140,538.27	\$153,224.08	\$0.00
Water Main Green Acres Ln	4000-0000-207-0489	\$424,000.00	\$307,641.58	\$2,847.15	\$0.00
Water Main Honeysuckle Ln	4000-0000-207-0490	\$424,000.00	\$305,269.90	\$0.00	\$0.00
Water Main Meadow Ln	4000-0000-207-0487	\$424,000.00	\$299,213.14	\$0.00	\$0.00
Water Main Primrose Ln	4000-0000-207-0491	\$424,000.00	\$287,102.68	\$218,241.13	\$0.00
Water Main Wild Rose Ln	4000-0000-207-0488	\$424,000.00	\$310,931.72	\$188,192.63	\$0.00
		<u>\$3,040,224.00</u>	<u>\$1,969,969.69</u>	<u>\$796,068.81</u>	<u>\$0.00</u>

CERTIFICATION OF CONTRACTOR:
I certify that the foregoing is just and correct and the amount claimed is legally due after showing all just credits

Certified by Engineer	_____	Date: _____
Certified by Public Works	_____ <i>JFK</i>	Date: 4-6-22
Certified by Water Utility	_____ <i>A</i>	Date: 4/5/2022
Certified by Contrator	_____	Date: _____
Approved BPW	_____	Date: _____
Approved Common Council (Final Payments Only)	_____	Date: _____

Contract 1-22
Sewer, Water Main and Street Construction
Apple Blossom, Fredrick, Green Acres, Honeysuckle, Meadow, Primrise and Wild Rose
Kruczek Construction

Item Code	Item Description	UofM	Bid			Quantity Completed This Pay Estimate	\$ Completed This Pay Estimate	Pay Estimate No. 1			
			Quantity	Unit Price	Extension			0.05 Retainage Due	Due This Estimate	Previously Paid	Due to Contractor to Date
Sanitary											
100	Repair 8-Inch Sanitary Sewer (Station 61+94 to Station 62+18)	Lump Sum	1	\$4,600.00	\$4,600.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
					\$4,600.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water											
200	Furnish & Install 12-Inch PVC-C-900 Main	Lin. Ft.	1,670	\$112.00	\$187,040.00	1,643.00	\$184,016.00	\$9,200.80	\$174,815.20	\$0.00	\$184,016.00
201	Furnish & Install 8-Inch PVC-C-900 Main	Lin. Ft.	12,800	\$77.50	\$992,000.00	5,843.00	\$452,832.50	\$22,641.63	\$430,190.88	\$0.00	\$452,832.50
202	Furnish & Install 12-Inch Valve w/Box	Each	5	\$4,300.00	\$21,500.00	5.00	\$21,500.00	\$1,075.00	\$20,425.00	\$0.00	\$21,500.00
203	Furnish & Install 8-Inch Valve w/Box	Each	48	\$2,450.00	\$117,600.00	27.00	\$66,150.00	\$3,307.50	\$62,842.50	\$0.00	\$66,150.00
204	Furnish & Install Hydrnat, Hydrant Lead and Valve	Each	32	\$7,600.00	\$243,200.00	12.00	\$91,200.00	\$4,560.00	\$86,640.00	\$0.00	\$91,200.00
205	Furnish & Install Live Tap and 8-Inch Valve	Each	1	\$5,300.00	\$5,300.00	1.00	\$5,300.00	\$265.00	\$5,035.00	\$0.00	\$5,300.00
206	Reconnect 1-Inch Copper Water Services w/Cathodic Protection	Each	255	\$975.00	\$248,625.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
207	Reconnect 2-Inch Copper Water Services w/Cathodic Protection	Each	12	\$1,388.00	\$16,656.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
208	Abandon Hydrant	Each	26	\$308.00	\$8,008.00	2.00	\$616.00	\$30.80	\$585.20	\$0.00	\$616.00
209	Abandon Valve Box/Manhole	Each	32	\$244.00	\$7,808.00	8.00	\$1,952.00	\$97.60	\$1,854.40	\$0.00	\$1,952.00
					\$1,847,737.00		\$823,566.50	\$41,178.33	\$782,388.18	\$0.00	\$823,566.50
Storm											
300	Furnish & Relay 10-Inch Storm Sewer	Lin. Ft.	300	\$54.00	\$16,200.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Contract 1-22
Sewer, Water Main and Street Construction
Apple Blossom, Fredrick, Green Acres, Honeysuckle, Meadow, Primrise and Wild Rose
Kruczek Construction

Item Code	Item Description	UofM	Bid			Pay Estimate No. 1					
			Quantity	Unit Price	Extension	Quantity Completed This Pay Estimate	\$ Completed This Pay Estimate	0.05 Retainage Due	Due This Estimate	Previously Paid	Due to Contractor to Date
301	Furnish & Install 4-Inch Storm Sewer Lateral (20)	Lin. Ft.	1,000	\$34.00	\$34,000.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
302	Furnish & Install Catch Basin	Each	10	\$1,875.00	\$18,750.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
303	Remove Storm Catch Basin	Each	10	\$300.00	\$3,000.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
304	Install and Maintain Type "D" Inlet Protection	Each	76	\$80.00	\$6,080.00	25.00	\$2,000.00	\$100.00	\$1,900.00	\$0.00	\$2,000.00
					\$78,030.00		\$2,000.00	\$100.00	\$1,900.00	\$0.00	\$2,000.00
Street											
400	Remove Existing Pavement and Maintain Utility Trench	Lin. Ft.	15,000	\$2.00	\$30,000.00	5,000.00	\$10,000.00	\$500.00	\$9,500.00	\$0.00	\$10,000.00
401	Install and Maintain Traffic Control	Lump Sum	1	\$9,602.69	\$9,602.69	0.25	\$2,400.67	\$120.03	\$2,280.64	\$0.00	\$2,400.67
					\$39,602.69		\$12,400.67	\$620.03	\$11,780.64	\$0.00	\$12,400.67
	Total Bid				\$1,969,969.69		\$837,967.17	\$41,898.36	\$796,068.81	\$0.00	\$837,967.17