

**MINUTES OF THE NEENAH WATER WORKS COMMISSION
AND
STORM WATER CITIZEN ADVISORY BOARD MEETING**
Regular Meeting – September 18, 2023
Council Chambers – City Hall

Present: President Schmeichel; Commissioners: Lang, Hemes, Steiner, and Bauman, and Director Mach

President Schmeichel called the meeting to order at 4:32 p.m.

Approve Meeting Minutes for August 21, 2023 – Following discussion, **M.S.C. Bauman/Steiner to approve the August 21, 2023 Meeting Minutes.** Commissioners Schmeichel, Lang, Steiner, and Bauman voting aye. Commissioner Hemes abstaining.

Approve the Invoices for August 2023 – Commissioners asked about charges and invoices from the Public Service Commission of Wisconsin and US Cellular. Director Mach explained that the invoice from the PSC includes the costs to review the West Side Booster Station Project. The charges from US Cellular include Utility-owned cell phones and MiFi units. The costs are broken down and allocated according to the PSC USOA.

Following discussion, **M.S.C. Schmeichel/Hemes to approve the August 2023 invoices.** All voting aye.

Appearances – None.

Old Business/New Business

Approve Landis+Gyr Agreement – Director Mach presented a memo detailing a recommendation to approve the agreement with Landis+Gyr to provide endpoints, infrastructure, service, and support for the AMI meter reading system. Staff are looking forward to implementing this system as it will allow us to provide state-of-the-art service to our customers. Commissioners asked about the implementation time frame. Director Mach noted that we are finding more and more endpoints that are showing signs of failure, so he would like to get an initial order ready so we can start installing and commissioning new endpoints as soon as possible.

Following discussion, **M.S.C. Hemes/Bauman to approve the Landis+Gyr Agreement.** All voting aye.

Director's Report –

1. Water Loss Report – Staff are continuing leak detection efforts as time allows. The 2024 CIP includes an allocation to replace the leak detection equipment. Staff have participated in demonstrations and are looking forward to making a decision later this year.
2. The following items were approved at the September 13, 2023 Board of Public Works meeting:
 - Pay Request No. 1, Contract 1-23W Cecil Street Water Tower Repainting to Fedewa, Inc., Hastings, MI, in the amount of \$196,650.00.
3. Cecil Street Water Tower painting update – The contractor is finishing the roof painting. Inspections will follow this week and early next week. The final punch-list items include interior spot repairs, fall-protection upgrades, and reinstallation of the cathodic protection system.

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4. Construction budget review for 2022 – Director Mach noted that 2022 CIP work was well under budget.
5. Booster Station update – Staff participated in a preconstruction meeting with the engineer and contractor. Groundbreaking is set for October, 2023 with a completion date of May, 2024.
6. Solar installation update – The array continues to perform extremely well.
7. The next regular Waterworks Commission meeting is scheduled for Monday, October 16, 2023.

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

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

Adjournment – **M.S.C. Hemes/Schmeichel to adjourn at 5:16 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility