

**MINUTES OF THE NEENAH WATER WORKS COMMISSION  
AND  
STORM WATER CITIZEN ADVISORY BOARD MEETING**  
Regular Meeting – August 18, 2025  
Hauser Room – City Hall, 211 Walnut Street, Neenah, WI

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

**Excused:** Commissioner Bauman

**Also Present:** Finance Director Rasmussen, Director of HR and Safety Fairchild, and Public Works Engineer Kummerow

President Schmeichel called the meeting to order at 4:30 p.m.

Approve Special Meeting Minutes for July 16, 2025 – Following discussion, **M.S.C. Hemes/Schmeichel to approve the July 16, 2025 Special Meeting Minutes.** All voting aye.

Approve Closed Session Meeting Minutes for July 16, 2025 – Following discussion, **M.S.C. Steiner/Hemes to approve the July 16, 2025 Closed Session Meeting Minutes.** All voting aye.

Approve the Invoices for July 2025 – Commissioners had no questions about invoices or charges for July 2025.

Following discussion, **M.S.C. Schmeichel/Lang approve the July 2025 invoices.** All voting aye.

Appearances – None.

Old Business/New Business

Storm Water Report – Public Works Engineer Kummerow presented the Storm Water Report including an update on the Courtside Fields Pond and the Douglas Park Pond. Engineer Kummerow noted that the Courtside Fields Pond is designed to be a regional pond which will meet the needs of the Courtside Fields development along with alleviating flooding concerns in the Cecil Street / Congress Street areas. Commissioners asked if there was rock removal needed for the pond. Engineer Kummerow noted that the rock removal would be required. He also noted that the pond design is in progress with a planned start in fall of 2025. Engineer Kummerow then updated the Commission on the status of the Douglas Park Pond. This pond is substantially complete and is working well to alleviate flooding in the Commercial Street corridor. The contractor will be adding a diverse array of aquatic plants and prairie grass seeds to complete the project.

Following discussion, **No action needed.**

Financial Report – Finance Director Rasmussen and Director Mach presented the Six-Month Financial Report for Commission consideration. Highlights of the report include an increase in Water Treatment Expenses due to the dredging and repair of the lagoons and a decrease in Interest Income due to a decrease in LGIP yield for a City-wide study in 2026.

Following discussion, **M.S.C. Steiner/Hemes to accept and place on file the Six-Month Financial Report.** All voting aye.

Benchmark Report – Director Mach presented the Benchmark Report for 2024. Highlights of the report include **Waterworks Commission and Storm Water Citizens Advisory Board Meeting Minutes**

a slight increase year over year of Average Day Pumping, increase in the Net Rate Base, significant increase in the Assets-to-Debt Ratio, and an increase in Non-Revenue Water.

Following discussion, **No action needed.**

Director's Report –

1. Water Loss Report – Water loss increased slightly, and staff are out looking for leaks.
2. Booster Station Update – The Booster Station is complete. Staff are waiting for the Engineer to submit paperwork for the final payments.
3. Carbon Dioxide Tank Project Update – The system is working extremely well and performance is exceeding staff expectations.
4. Solar Installation Update – The array has been working well.
5. The next regular Waterworks Commission meeting is scheduled for Monday, September 15, 2025.

Any Other Business That May Legally Come Before the Commission – Commissioners asked Director Mach to work with Director Fairchild to provide options for a Water Utility Salary Plan Study for the September 2025 WWC agenda.

Closed Session – **M.S.C. Hemes/Steiner to convene into closed session pursuant to Wis. Stats. Sec. 19.85(1)(c) for the purpose of considering performance evaluation data and compensation for the Director of Neenah Water Utility.** All voting aye.

The Commission convened into closed session at 5:00 p.m.

Adjournment – **M.S.C. Schmeichel/Hemes to adjourn in closed session at 5:11 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach  
Director, Neenah Water Utility