

**MINUTES OF THE NEENAH WATER WORKS COMMISSION
AND
STORM WATER CITIZEN ADVISORY BOARD MEETING**
Regular Meeting – September 16, 2024
Hauser Room – City Hall

Present: President Schmeichel; Commissioners: Lang, Bauman, Hemes, and Steiner (via phone); and Director Mach

Also Present: Alderman Pollnow and Deputy Director of Finance Kahl.

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

Approve Regular Meeting Minutes for August 19, 2024 – Following discussion, **M.S.C. Schmeichel/Bauman to approve the August 19, 2024 Regular Meeting Minutes**. All voting aye.

Approve the Invoices for August 2024 – Commissioners had no questions about charges and invoices from August 2024.

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

Appearances – None.

Old Business/New Business

Approve Draft Operating Budget for 2025 – Director Mach and Deputy Director of Finance Kahl presented the Draft Budget for Commission consideration. Commissioners noted that there was zero dollars listed for Pumping Expenses / Supervision and Engineering. Director Mach noted that this is most likely due to a transcription error in the spreadsheet. He will correct this in the version presented to the Commission at a future meeting this year. Commissioners asked about the large decrease in the Structures and Improvements account for next year. Director Mach explained that the funding for the lagoon dredging is held in this account. The dredging will happen this year, but not in 2025.

Following discussion, **M.S.C. Bauman/Schmeichel to approve the Operating Budget for 2025 as a draft**. All voting aye.

Approve Draft CIP for 2025 – Director Mach and Deputy Director of Finance Kahl and Director Mach presented Draft CIP for Commission consideration. Director Mach detailed and explained each project and the reasoning behind changes proposed for 2025. He noted that this CIP is only a draft, and changes may be brought forth to the Commission for consideration at a later meeting this year.

Following discussion, **M.S.C. Steiner/Hemes to approve the CIP for 2025 as a draft**. All voting aye.

Director's Report –

1. Water Loss Report – Water loss has remained higher than expected. After construction season is substantially complete, staff will continue listening for leaks.
2. Booster Station Update – Power is being routed to the station.
3. AMI Update – Approximately 1,600 endpoints have been installed.

Waterworks Commission and Storm Water Citizens Advisory Board Regular Meeting Minutes
September 16, 2024
Page 2 of 2

4. Solar Installation Update – No update as no bill was rendered this month.
5. Simplified Rate Case Update – The Utility does not qualify for a SRC. The SRC process must be started within five years of a Conventional Rate Case.
6. The next regular Waterworks Commission meeting is scheduled for Monday, October 21, 2024.

Following discussion, **M.S.C. Hemes/Schmeichel 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 noted that the riprap project is complete. The contractor completed the work in a timely manner and for a total cost of \$20,767.00 including removal of invasive plant species and two dead ash trees along the shoreline.

Adjournment – **M.S.C. Hemes/Bauman to adjourn at 5:03 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility