

**MINUTES OF THE NEENAH WATER WORKS COMMISSION
AND
STORM WATER CITIZEN ADVISORY BOARD MEETING**
Regular Meeting – March 20, 2023
Council Chambers – City Hall

Present: President Schmeichel; Commissioners: J. Lang, Hemes, Boyette, and Bauman; and Director Mach

President Schmeichel called the meeting to order at 4:31 p.m.

Approve Meeting Minutes for February 20, 2023 – Following discussion, **M.S.C. Lang/Hemes to approve the February 20, 2023 Meeting Minutes**. All voting aye.

Approve the Invoices for February 2023 – Commissioners asked about the invoice from Badger Meter, Inc. and the loan from the City. Director Mach explained that the invoice from Badger Meter is for the 5/8" meters typically installed in residential settings. The City did follow through with the loan to the Water Utility.

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

Appearances – None.

Old Business/New Business

Approve Proposal for the Painting and Refurbishment of the Cecil Street Water Tower – Director Mach discussed the RFP process and the scoring of responses. Per his memo, staff unanimously chose Ruekert & Mielke for the project. Commissioners asked about the life expectancy of the coatings and an approximate timeline of completion. Director Mach explained that the coatings are expected to last approximately 20 years and the plan is to have the tower completely refurbished and back online by October of 2023.

Following discussion, **M.S.C. Boyette/Schmeichel to approve the proposal from Ruekert & Mielke, Inc. and execute a contract to provide engineering and inspection services for the painting and refurbishment of the Cecil Street Water Tower for a total cost of \$62,029.00**. All voting aye.

Award Contract 4-23 for HMA Pavement Repair – Director Mach noted that the approval authority process requires the Commission to approve all contracts in which the Utility is responsible for greater than 50% of the cost of the work. Three bids were received for the project and the lowest responsible bid was received from MCC, Inc.

Following discussion, **M.S.C. Lang/Hemes to award Contract 4-23 HMA Pavement Repair to MCC, Inc., Appleton, WI in the amount of \$71,119.00**. All voting aye.

Approve Draft Water Quality Report for 2022 – Director Mach presented the draft report for Commission comment and approval. The Commissioners had no objections to the report.

Following discussion, **M.S.C. Boyette/Lang to approve the Draft Water Quality Report for 2022**. All voting aye.

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Award Bid for Sodium Hypochlorite for the 2nd Quarter of 2023 – Director Mach presented the three bids that were received with Hydrite Chemical being the lowest responsible bidder. The lowest bid is identical to the bid for the 1st Quarter of 2023. Commissioners asked whether supply chain issues were easing. Director Mach noted that there were no current reports of any supply chain issues.

Following discussion, **M.S.C. Boyette/Bauman to award the Bid for Sodium Hypochlorite for the 2nd Quarter of 2023 to Hydrite Chemical Co. for \$0.225/lb.** All voting aye.

Director's Report –

1. Water Loss Report – Water loss appears to be decreasing over time, but staff continue leak detection efforts when time allows.
2. Staff would like to welcome Mr. Paul Patton as the new Filtration Plant Mechanical Technician. Paul was previously a Distribution Tech I. The vacant position is being advertised and staff are planning for interviews soon. Commissioners welcomed Mr. Patton and wished him well.
3. The following items were approved at the March 9, 2023 Board of Public Works meeting:
 - Award Contract 3-23, Concrete Pavement and Sidewalk Repair to Al Dix Concrete, Inc., Kaukauna, WI in the amount of \$561,275.00. The estimated portion of this work attributable to the Water Utility is \$92,268.14.
 - Award Contract 4-23, HMA Pavement Repair to MCC, Inc., Appleton, WI in the amount of \$71,119.00. The estimated portion of this work attributable to the Water Utility is \$67,211.11.
 - Award Contract 6-23, Street, Sanitary & Storm Sewer, and Water Main Construction on Columbian Avenue, to Don Hietpas Inc., Little Chute, WI in the amount of \$781,639.60. The estimated portion of this work attributable to the Water Utility is \$192,422.00.
 - Pay Request No. 2 Contract 11A-22 Water Service Replacement Reddin Avenue and Zemlock Avenue to Don Hietpas & Sons, Little Chute, WI in the amount of \$11,456.25. There was no Water Utility work on this pay request.
4. Solar installation update – The system is working well.
5. Private lead service line replacement funding and project update – Additional spot replacements are being completed.
6. The next regular Waterworks Commission meeting is scheduled for April 17, 2023.

Following discussion, **M.S.C. Lang/Boyette 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. Boyette/Bauman to adjourn in at 5:11 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility