

**MINUTES OF THE NEENAH WATER WORKS COMMISSION
AND
STORM WATER CITIZEN ADVISORY BOARD MEETING**
Regular Meeting – July 15, 2024
Hauser Room – City Hall

Present: President Schmeichel; Commissioners: Lang and Bauman; and Director Mach

Excused: Commissioners Steiner and Hemes

Also Present: Alderman Pollnow

President Schmeichel called the meeting to order at 4:34 p.m.

Approve Regular Meeting Minutes for June 17, 2024 – Following discussion, **M.S.C. Schmeichel/Lang to approve the June 7, 2024 Regular Meeting Minutes.** All voting aye.

Approve the Invoices for June 2024 – Director Mach handed out the updated financials and indicated these would be included in the minutes. Commissioners had questions about invoices and charges from Graymont Western Lime, Inc. and Gannett Wisconsin. Director Mach explained that the variance in the invoices from Graymont Western Lime are due to variances in the load size. He noted that the plant is using a bit more lime this year due to higher production and difficulties with treating the water in winter. The invoices from Gannett Wisconsin are for legally required advertising of bid projects.

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

Appearances – None.

Old Business/New Business

Simplified Rate Case Discussion and Possible Action – Director Mach presented a memo requesting Commission authorization to explore the possibility of requesting a Simplified Rate Case from the PSC, detailing the request to remove the CTH G extension. He wanted to determine whether this was the best path forward for the Utility and would bring information back to the Commission at a future meeting.

Following discussion, **M.S.C. Lang/Schmeichel to approve exploring the options for implementing a Simplified Rate Case.** All voting aye.

Director's Report –

1. Water Loss Report – Water loss continues to fluctuate. Staff are continuing flushing operations.
2. The following items were approved at the July 2, 2024 Board of Public Works meeting:
 - Pay Request No. 6, Contract 2-23W West Side Booster Station Building Construction, to RJM Construction, LLC., in the amount of \$76,939.00.
 - Change Order 1 Contract 2-23W West Side Booster Station Building Construction, to RJM Construction, LLC, in the amount of \$2,739.44.
3. Booster Station update – The first coating has been applied in the interior block.
4. AMI update – Approximately 1,000 endpoints have been successfully installed.

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5. Solar installation update – The system continues to function well.
6. The next regular Waterworks Commission meeting is scheduled for Monday, August 19, 2024.

Following discussion, **M.S.C. Schmeichel/Bauman 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 had a few updates for the Commission:

- The vacant Filter Plant Electrical Technician position has been posted.
- Staff are working on plans for riprap along the shoreline. This is an approved CIP item.
- The Utility finished all required paperwork for participation in the PFAS class-action lawsuit.

Adjournment – **M.S.C. Bauman/Lang to adjourn at 5:00 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility

WATER UTILITY CASH ACTIVITY
June 2024

Cash Balance June 1, 2024		\$3,209,859
Cash Receipts		
Water Collection Receipts	684,520	
Other Water Receipts	17,384	
Q2 Interest	38,447	
		740,351
Cash Distributions		
Check Register	495,284	
Debt Service Reserve	143,281	
WE Energies	19,160	
Disbursements to the City	436,973	
		1,094,698
Cash Balance June 30, 2024		2,855,512

JUNE DISBURSEMENTS TO THE CITY

Payroll	103,427
Payroll Benefits	41,689
Vehicle Fuel & Fluids	1,814
Vehicle Maintenance	1,472
IS/GIS Services	3,605
Postage	128
Utility Bills	2,545
CVMIC Liability Insurance	7,812
2nd Qtr Printcare	116
2nd Qtr Rent	3,035
2nd Qtr Payment in Lieu of Taxes	220,036
2nd Qtr Charges for Sending/Collecting Bills-Pmt to City	18,459
2nd Qtr-Finance, Legal, HR Services-Pmt to City	32,835
Total Disbursements to the City	436,973

REPLACEMENT FUND RESERVES AS OF JUNE 2024

Sludge Lagoon	\$1,728,413
Vehicles	194,635
Painting Hydrants	69,000
GAC Media Replacement	530,000
Pump Rehab	136,000
Meters/Endpoints	508,440
Boiler Replacement	12,500
Total Replacement Fund Reserves	\$3,178,988

AP Payment Date	AP Payment Number	AP Vendor Number	AP Invoice Number	AP Transaction Amount	AP Description 01	AP Description 02	Fund Description	Account Number
06/28/2024	1822	9668	06-12-24	12.67	THE UPS STORE 2376	LAB SHIPPING	Water	40004017706420
06/28/2024	1825	9668	06-25-24	5.010	03 HAWKINS INC	SODIUM PERMANGANATE	Water	40004017706410
06/28/2024	1825	9668	06-25-24	840.65	USABLUBOOK	LAB REAGENTS	Water	40004017706420
06/28/2024	1822	9668	06-12-24	275.00	AMERICAN WATER WORKS ASSO	MEMBERSHIP GORGES	Water	4000497709999
06/20/2024	1774	504	CN3-24 PAY #3	225.590	MAY CONSTR SERV-QUARRY LN		Water	4000497709999
06/27/2024	1807	38200	468734	208.26	REPLACE HYDRANT		Water	4000497709999
06/27/2024	1734	9285	35222745R1	5.036	02 HYDRATED LIME	FOR DOUGLAS POND-FINAL	Water	40004017706410
06/27/2024	1795	7990	CN1224 FINAL	3.241	03 WAY CONSTR-COMMERCIAL ST	LAB TEST	Water	4000497709999
06/28/2024	1822	9668	06-12-24	29.00	WI STATE HYGIENE LAB		Water	40004017706420
06/28/2024	1822	9668	06-12-24	2.82	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017709030
06/27/2024	58830	4015	000013231	431.61	OVERPD FINAL ACCOUNT	00022218	Water	4000003070000
06/28/2024	1773	9668	06-12-24	1.128	42 ENGINEERING CONSULTING S	CONSTRUCTION SERVICE/DENS	Water	4000497709999
06/13/2024	58765	8180	64725	20.00	ELECTRONIC RECYCLING		Water	40004017706430
06/28/2024	1822	9668	06-12-24	570.75	BADGER METER INC	MAY METER READS	Water	40004017709020
06/13/2024	1757	9285	35223054R1	5.052	96 HYDRATED LIME		Water	40004017706410
06/28/2024	1825	9668	06-25-24	20.00	BADGER LABORATORIES INC	LAB TEST	Water	40004017706430
06/28/2024	1822	9668	06-12-24	226.13	NCL OF WISCONSIN INC	LAB REAGENTS/MEDIA	Water	40004017706420
06/13/2024	1759	37420	935078	12.913	25 3/31-4/27 CONSTR SERVICES	BOOSTER STATION	Water	4000497709999
06/20/2024	58802	4015	000000857	288.63	OVERPD FINAL ACCOUNT	000011584	Water	4000003070000
06/28/2024	1822	9668	06-12-24	3.75	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017709210
06/28/2024	1773	9668	06-12-24	4.70	TDS METROCOM	EPOXY PAINT	Water	40004017706650
06/28/2024	1822	9668	06-12-24	506.22	TNEMEC COMPANY INC	TROJAN UV PARTS, BEARINGS	Water	40004027706520
06/28/2024	1823	9668	06-25-24	3.272	77 TROJAN TECHNOLOGIES	SUPPLIES	Water	40004027706520
06/27/2024	58836	2028	133147	78.71	WAL-MART #2986	6/10-7/09 PHONE FEES	Water	40004017709230
06/13/2024	58744	28700	2024000039668	1.355	56 GIS UPDATES THRU 5/25		Water	40004017706410
06/28/2024	1825	9668	06-12-24	8.359	20 SODIUM HYPOCHLORITE	SWITCH	Water	40004017706430
06/13/2024	1796	7349	413788	20.00	JUN FSA-WATER-5 EES @\$4.0	0 EA	Water	40004017709260
06/28/2024	1822	9668	06-12-24	12.78	HOMEDPOT COM	FAUCET RISERS	Water	4000003070000
06/13/2024	58762	4015	000025287	152.64	OVERPD FINAL ACCOUNT	000001054	Water	4000497709999
06/13/2024	58738	8332	6414638	277.56	BOOSTER STATION AD CONTRA	CT 2-24W	Water	4000497709999
06/28/2024	1773	9668	06-12-24	9.86	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017706430
06/13/2024	1753	7349	412760	76.50	JUN HRA WATER-17 EES @ \$4	50 EA	Water	40004017709250
06/28/2024	1822	9668	06-12-24	250.00	ELIMINATOR PEST MGT	EXTERIOR INSECT SPRAY	Water	40004027706520
06/06/2024	58704	9668	06-25-24	939.97	HAWKINS INC	AMMONIA HYDROXIDE	Water	40004017706410
06/06/2024	58720	5852	E43596	585.00	FLOORIDE ION ELECTRODE		Water	40004027706520
06/28/2024	1823	9668	06-12-24	929.50	LAB TESTS - LAGOON SLUDGE		Water	40004017709030
06/28/2024	1773	9668	06-12-24	69.23	TDS METROCOM		Water	40004017706650
06/28/2024	1822	9668	06-12-24	2.18	TDS METROCOM		Water	40004017706430
06/28/2024	1822	9668	06-12-24	6.08	TDS METROCOM		Water	40004017706430
06/27/2024	1807	38200	468734	286.41	WATER MAIN BREAK		Water	40004027706730
06/28/2024	1822	9668	06-12-24	6.320	16 HAWKINS INC	LPC31	Water	40004017706410
06/28/2024	1822	9668	06-12-24	0.61	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017706630
06/28/2024	1825	9668	06-25-24	-12.78	HOMEDPOT COM	RETURN FAUCET RISERS	Water	4000497709999
06/28/2024	1825	9668	06-25-24	2.972	00 GRIFFIN FILTER TECHNOLOG	MOTOR/BLOWER ASS/FILTERS	Water	40004027706520
06/28/2024	1825	9668	06-25-24	69.35	CINTAS CORP	MATS MOPS TREATMENT	Water	40004017706430
06/20/2024	1785	32600	158908	16.51	HARDWARE/BRACKETS		Water	40004017706430
06/27/2024	58831	4015	000013233	118.59	OVERPD FINAL ACCOUNT	000024026	Water	4000003070000
06/28/2024	1785	32600	158234	140.35	BALL VALVES		Water	40004027706780
06/28/2024	1825	9668	06-25-24	33.17	AMAZON COM TH2M88HW3	BATTERIES	Water	40004017706430
06/28/2024	1823	9668	06-25-24	32.97	TDS METROCOM	6/10-7/09 PHONE FEES	Water	40004017706650
06/20/2024	58778	347	60256	86.96	LANDSCAPE MATERIAL		Water	40004027706750
06/28/2024	1822	9668	06-12-24	450.00	IN *GRAPHIC COMPOSITION L	2023 WOR PRINT/MAILING	Water	40004017709270
06/20/2024	58795	5962	CN2-24 PAY #2	129.708	25 MAY CONSTR SERV-E DOTY	AVE	Water	4000497709999
06/20/2024	1779	9285	35223515R1	5.171	54 HYDRATED LIME		Water	40004017706410
06/28/2024	1822	9668	06-12-24	223.00	AED SUPERSTORE	AED ELECTRODES	Water	40004027706520
06/28/2024	1822	9668	06-12-24	84.00	EBAY O*14-11621-75052	PUMP SEAL	Water	40004017706430
06/06/2024	58707	32700	INV61225	31.185	00 VFDS FOR HS PUMPS		Water	4000497709999
06/28/2024	1822	9668	06-12-24	325.18	IDEXX DISTRIBUTION INC	LAB QC MEDIA	Water	40004017706420
06/28/2024	1822	9668	06-12-24	20.00	HAWKINS INC	ENVIRONMENTAL FEE	Water	40004017706410
06/28/2024	1825	9668	06-25-24	1.557	52 HAWKINS INC	HYDROFULSILICIC ACID	Water	40004017706410
06/28/2024	1822	9668	06-12-24	55.50	4TE-CULLIGAN WATER CONDIT	LAB WATER	Water	40004017706420

06/28/2024	1822	9668	06-12-24	79.99	EBAY 0*27-11614-73066	DOOR STRIKE	Water	40004027706510	
06/20/2024	58780	5532	90110573	8,823.60	FERRIC SULFATE		Water	40004017706410	
06/20/2024	1774	504	CN3-24 PAY #3	2,327.50	MAY CONSTR SERV-BAYVIEW	RD	Water	40004997706569	
06/27/2024	1802	9285	35224438RI	5,014.24	HYDRATED LIME		Water	40004017706410	
06/28/2024	1773	9668	06-12-24	0.47	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017706630	
06/28/2024	1825	9668	06-25-24	333.59	ZORO TOOLS INC	SAFTEY HARNESS	Water	40004017706430	
06/28/2024	1773	9668	06-12-24	2.90	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017709210	
06/28/2024	1825	9668	06-25-24	467.99	AMAZON MKTPL*W059B3TW3	OUTRIGGER PADS AND BATTER	Water	40004017706650	
06/28/2024	1822	9668	06-12-24	1,595.53	IDEXX DISTRIBUTION INC	LAB REAGENTS/SUPPLIES	Water	40004017706420	
06/30/2024	58810	1691	CN4-24 PAY #1	18,719.75	MAY CONSTR SERV-S PARK	EASEMENT	Water	40004997709989	
06/28/2024	1822	9668	06-12-24	12.77	TDS METROCOM	5/22-6/21 PHONE FEES	Water	40004017706430	
06/20/2024	1785	32600	158240	50.38	ROOT CUTTERS		Water	40004027706750	
06/27/2024	58857	8767	S4418P	395.00	ANNUAL CHILLER INSPECTION		Water	40004017706430	
06/28/2024	1825	9668	06-25-24	69.35	CINTAS CORP	MATS MOPS DISTRIBUTION	Water	40004017706650	
06/28/2024	1822	9668	06-12-24	605.00	CENTRAL TEMPERATURE EQUI	AC/CHILLER INSPECTIONS	Water	40004017706430	
06/28/2024	1825	9668	06-25-24	120.18	NORTHERN LAKE SERVICE- IN	LAB TESTS	Water	40004017706420	
Overall - Total									
				495,284.35					