

**MINUTES OF THE NEENAH WATER WORKS COMMISSION
AND
STORM WATER CITIZEN ADVISORY BOARD MEETING**

Regular Meeting – April 18, 2022
Council Chambers – City Hall

Present: President Kaufert; Commissioners: Schmeichel, Boyette, Bauman, and Lang; and Director Mach

Also Present: Mayor-Elect Lang and Public Works Engineer Kummerow

Excused: None.

President Kaufert called the meeting to order at 4:33 p.m.

Approve Regular Meeting Minutes for March 21, 2022 – Following discussion, **M.S.C. Boyette/Bauman to approve the March 21, 2022 Regular Meeting Minutes.** All voting aye.

Approve the Invoices for March 2022 – Commissioners questioned charges and invoices from Wisconsin Scrub and Sweep Equipment Rentals, L&S Truck Center, Inc., and MCC, Inc. Noting that the company name “Wisconsin Scrub and Sweep Equipment Rentals” includes rentals, the Commissioners asked if this was the business we used to purchase the floor scrubber. Director Mach confirmed this, but did note that the cost to ship the unit with accessories was a bit over budget. Staff are pleased with the performance of the scrubber. The invoice from L&S Truck is for the truck with dump box. The Commission asked if the charges matched the invoice. Director Mach did confirm that the charges matched the invoice. MCC performed the HMA pavement repairs for water main and service leaks throughout the City. This work was completed under Contract 5-21.

Following discussion, **M.S.C. Boyette/Schmeichel to approve the March 2022 invoices.** All voting aye.

Appearances – None.

Old Business/New Business

Storm Water Report – Engineer Kummerow presented information from the 2021 MS4 annual storm water report. The City of Neenah participated in outreach programs with the Northeast Wisconsin Stormwater Consortium (NEWSC) to educate the community about preventing stormwater pollution, participated in *Renew the Slough*, and added stencils on catch basins to discourage pollution. Regarding the Harrison Street Pond, members asked about the retaining wall blocks and the eventual completion of the pond. Engineer Kummerow explained the size makeup of the large blocks. The planned height of the wall is 6’ above the water level. Furthermore, he noted that the pond is scheduled for completion in June or July of 2022. Members asked for details about the possible City acquisition of the north pond on the Bridgewood Resort property. Engineer Kummerow explained that the City would remove the pumps if the acquisition proceeded.

Following discussion, **M.S.C. Boyette/Lang to accept and place on file the Storm Water and MS4 Report.** All voting aye.

**Waterworks Commission and Storm Water Citizen Advisory Board Regular Meeting Minutes
April 18, 2022
Page 2 of 3**

Request to Issue an RFP for a Booster Station – Director Mach presented the Commission with a brief memo and explanation of the need for a booster station to serve areas north and west of Freedom Acres. The development is moving faster than originally planned. Director Mach intends to issue the RFP and receive responses in about three months for a planned build in late 2023. Commissioners asked what the estimated cost to build the station would be and how many acres would be directly benefitted. Director Mach provided a ballpark estimate of approximately \$1M to build the station with four pumps, a hydro-pneumatic tank, and a generator. Director Mach did not get approval to release the development map at the time of this meeting, but will present it at the May, 2022 meeting.

Following discussion, **M.S.C. Boyette/Schmeichel to have Director Mach issue an RFP for the design and construction of a pressure booster station to serve future development corridors north and west of Neenah.** All voting aye.

Discussion and Possible Action Regarding Chemical Price Increases – Director Mach explained the current situation with regards to the Chemical Consortium for chemical bids. One of the suppliers is requesting a change to the pricing agreed to for chemicals purchased in 2022. He explained that we, as members of the Consortium, are holding them to their prices. However, if there are any issues with pricing or supply, the Utility will need to look into other sources for treatment chemicals.

Following discussion, **No action.**

Director's Report –

1. Water Loss Report.
2. Tom Hawk is scheduled to start on 4/25/2022 as our new Distribution Tech I. Commissioners welcomed Mr. Hawk and wished him well.
3. The following change orders and pay estimates were approved at the April 12, 2022 Board of Public Works meeting:
 - Pay Estimate No.1 Contract 1-22, Sewer, Water Main and Storm Water Construction on Apple Blossom Drive, Fredrick Drive, Green Acres Lane, Honeysuckle Lane, Meadow Lane, Primrose Lane, and Wild Rose Lane, to Kruczek Construction, Green Bay, in the amount of \$792,948.08 for Water.
4. Solar installation update – The array generated approximately 883 kWh. Commissioners asked Director Mach for an update to the cost savings. Director Mach noted that the array is still fairly new and reporting is going to be more valuable after the system has been in operation for a few more months.
5. Private lead service line replacement funding update – Neenah received \$1,000,000 for lead service line replacements. The required regulatory steps are in process to begin utilizing this funding.

**Waterworks Commission and Storm Water Citizen Advisory Board Regular Meeting Minutes
April 18, 2022
Page 3 of 3**

6. The next regular Waterworks Commission meeting is scheduled for May 16, 2022 – Commissioners asked if this meeting can be rescheduled the 9th or 23rd of May. Director Mach will have Administrative Assistant Frazier send out a response request.

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

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

Adjournment – **M.S.C. Boyette/Bauman to adjourn at 5:38 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility