

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

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

Also Present: Public Works Engineer Heath Kummerow

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

Approve Meeting Minutes for March 18, 2024 – Following discussion, **M.S.C. Hemes/Lang to approve the March 18, 2024, Meeting Minutes.** All voting aye.

Approve the Invoices for March 2024 – Commissioners had no questions.

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

Appearances – None.

Old Business/New Business

Storm Water Report – Public Works Engineer Kummerow presented the Storm Water Report this month. The piping for the Douglas Pond will be installed soon in conjunction with a temporary closing of S. Commercial Street. Westwood is in the process of designing the Douglas Pond. The pumps have been installed at the Harrison Pond, but a transformer needs to be installed to serve the pumps with the correct voltage. The distressed trees that are present at the site will be replaced by the contractor under warranty. Engineer Kummerow detailed the 2023 MS4 Report for the Commissioners.

Following discussion, **M.S.C. Hemes/Bauman to accept and place on file the Storm Water Report and the 2023 MS4 Report.** All voting aye.

Award Contract 4-24 Sanitary Sewer and Water Main in the S. Park Drive Easement – 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. Two bids were received for the project and the lowest responsible bid was received from Scott Lamers Construction.

Following discussion, **M.S.C. Bauman/Schmeichel to recommend awarding Contract 4-24 to Scott Lamers Construction of Kaukauna, WI in the amount of \$366,812.00 and to recommend said award to the Common Council.** All voting aye.

Award Purchase of Extended Cab Pickup Truck – Director Mach presented the bids for the replacement of the 2014 pickup truck. Commissioners asked if the 10-year replacement cycle is working well for staff. Director Mach explained that 10 years seems to be about the right time to replace vehicles and (with limited exceptions), this has allowed us to limit the amount of major vehicle repairs. He also noted that staff take good care of the vehicles as we've received good trade-in value for our used vehicles. Director Mach was concerned about the recall on the Ram Classic 1500 and recommended that the Commission approve the second lowest bid from Bergstrom Automotive for the Ford F-150 XL.

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Following discussion, **M.S.C. Hemes/Lang to award the alternate bid for a total of \$40,875.50 to Bergstrom Ford Lincoln of the Fox Valley for a 2024 Ford F-150 Crew Cab XL 4x4 6 ½ ft Box which includes a trade in of the 2014 Ford F-150.** All voting aye.

Approve 2023 Water Quality Report – Director Mach presented the 2023 Water Quality Report for Commission comment and consideration. Commissioners asked about the PFAS results and the calculation for Level Found for some of the contaminants. Director Mach noted that the PFAS results were very low, but staff will remain vigilant for any regulatory updates. The Level Found for Disinfection Byproducts is explained in the Definitions section as it is calculated using the locational running annual (LRAA) of samples for each monitoring location through the system. The DNR maintains the LRAA and we receive this result from them.

Following discussion, **M.S.C. Lang/Hemes to approve the 2023 Water Quality Report.** All voting aye.

Director's Report –

1. Water Loss Report – Staff are inspecting water main installations for the time being and will resume locating leaks as time allows.
2. The following items were approved at the March 14, 2024 Board of Public Works meeting:
 - Award Contract 4-24, Sanitary Sewer and Water Main in the S. Park Drive Easement, to Scott Lamers Construction in the amount of \$366,812.00. The base bid for Water work is \$203,134.00.
 - Award Contract 5-24, Sanitary Sewer and Water Main on North Street, to David Tenor Corporation, in the amount of \$549,607.60. There are two private services to be replaced.
 - Pay Request No. 3, Contract 2-23W West Side Booster Station Building Construction to RJM construction, LLC., in the amount of \$103,265.00.
3. The following items were approved at the March 28, 2024 Board of Public Works meeting:
 - Award Contract 7-24, Concrete Pavement and Sidewalk Repair, to Jim Fischer, Inc. in the amount of \$537,225.00. The amount of work attributable to Water is \$15,658.83.
 - Award Contract 8-24, HMA Repair, MCC, Inc. using the base bid in the amount of \$106,942.50. The amount of work attributable to Water is \$31,668.00.
 - Change Order No. 1 Contract 1-24W Removal and Replacement of Carbon Dioxide Tank and Related Appurtenances, Rhode Bros. Inc., Plymouth, WI, to extend contract completion date to April 30, 2025.
4. The following items were approved at the April 9, 2024 Board of Public Works meeting:
 - Pay Request No.1, Contract 1-24, Sanitary & Storm Sewer, Water Main & Services, and Street Construction, on Belmont Avenue, Belmont Court, Cedar Street, Stevens Street, to David Tenor Corporation, in the amount of \$151,686.39. There is no Water work on this pay request.
 - Pay Request No.1, Contract 3-24, Sanitary & Storm Sewer, Water Main & Services, and Street Construction, on Bayview Road, Quarry Lane, and Reed Street to Donald Hietpas & Sons Construction, in the amount of \$166,784.97. The amount attributable to Water is \$149,079.94.

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- Pay Request No. 4, Contract 2-23W West Side Booster Station Building to RJM Construction, LLC., in the amount of \$63,736.10.
5. Booster Station update –The booster station roof has been installed.
 6. Solar installation update – The array continues to work very well.
 7. Truck update – The truck used by Treatment staff suffered a transmission failure. Staff had the truck repaired.
 8. Lagoon update – The survey is complete, and staff are waiting for the calculated fill volume. The roadway is showing signs of degradation in some areas and staff will engage the Public Works engineers to provide a plan for restoration. The inlet valves on the north side are difficult to operate and should be investigated.
 9. The next regular Waterworks Commission meeting is scheduled for Monday, May 20, 2024 – Administrative Assistant Frazier will coordinate with Commissioners and staff from the Finance Department and Baker Tilly in order to present the audit and financial statements.

Following discussion, **M.S.C. Bauman/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 emailed a buyout offer for the cell lease to Commissioners. The Commission expressed no interest in pursuing the offer.

Adjournment – **M.S.C. Hemes/Schmeichel to adjourn at 5:30 p.m.** All voting aye.

Respectfully submitted,



Anthony L. Mach
Director, Neenah Water Utility