
VILLAGE BOARD MEETING

From: Brandon Barlow, Utilities Office Manager

VILLAGE OF HARRISON

Meeting Date: 9/30/2025

Title: Harrison Utilities Monthly Report to the Board

Recommended Action: None

Background and Additional Information:

1. **Annual Lift Station Pump Maintenance Program:** The operators are working on the annual lift station pump maintenance program. The operators inspect and maintain each of the two pumps across each of the five lift stations. This work helps ensure that the pumps operate as reliably and efficiently as possible to reduce downtime and extend the life of the equipment.



Pump removal from the Lift Station #6 Wet Well Using the Truck-Mounted Crane

2. **Sewer Manhole Maintenance:** The operators are working on maintenance and repairs of manhole lids and chimney seals. This work, which includes replacing the lid gaskets and checking for leaks in the chimney seals, helps to reduce inflow and infiltration (I&I) into the sanitary system. Limiting I&I provides overall cost-savings to the system (and in turn the customers) as it reduces the amount of surface and groundwater entering the sanitary system which needs to be treated at the wastewater treatment plant.
3. **Budget and Capital Improvement Plan:** Staff continued work on the 2026 Budget and Capital Improvement Plan (CIP), including meeting with the Finance Director and Village Manager. The proposed budget and CIP are included within the overall budget for the Village.
4. **Neenah-Menasha Sewerage Commission (NMSC):** Agendas and minutes for the meetings of the Neenah-Menasha Sewerage Commission are available at www.nmscwtp.com
 - a. **9/16/25 Special Meeting** – The Village Manager, Finance Director, and Utilities Office Manager attended a special meeting regarding financing options for the planned Phosphorus and UV Disinfection Projects at the wastewater treatment plant. The upgrades are required to meet more stringent DNR discharge regulations. The total cost of the project is estimated to be \$35,000,000 plus financing costs. Construction is planned to take place from 2027-2029.

The Commission is considering either issuing Revenue Bonds directly from the Commission or having the contracting municipalities (which includes the City of Neenah, City of Menasha, Village of Fox Crossing, and Town of Neenah Sanitary District) apply through the DNR's Clean Water Fund Program.

The Village/Utilities share of the overall costs would be determined by the loadings sent to the plant over the course of repayment (20-25 years) but are estimated to be in the range of \$4,300,000-\$7,150,000 depending upon bid results, financing terms, and the overall share of the loadings sent to the plant.

These costs, along with operational cost increases and capital outlay needs at the Utilities, will require an increase in customer rates. The sanitary sewer rates were last increased on 1/1/2019.

- b. **9/23/25 Regular Meeting** – The regular meeting included passage of the 2026 NMSC Budget as well as approval to submit the Facility Plan Amendment to the DNR for the Phosphorus and UV Disinfection Project.
5. **Permits Issued in August:**
 - a. Sanitary Sewer Connection:

Area	Single Family & Duplex	Multi-Family	Commercial
Lakeshore (Harrison)	0	0	0
Lift Station #4 – Harrison	3	0	0

Lift Station #4 – Menasha	2	0	0
Lift Station #6 (Harrison)	1	0	0
Total	6	0	0

b. Sanitary Sewer & Watermain Permit: *None*

Budget Impacts: None

Attachments: None