

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday July 23, 2019

Meeting was called to order by Commission President Youngquist at 8:00 a.m.

**Present:** Commissioners Forrest Bates, Steve Coburn, Travis Parish, James Taylor, Greg Weyenberg, Raymond Zielinski, Dale Youngquist; Manager Paul Much; Accountant Roger Voigt.

**Also Present:** Rob Franck, Randy Much (MCO), Jeff Kellner (McMahon).

## Public Forum

No one in attendance for the Public Forum.

## Minutes

June 25, 2019 Regular Meeting minutes: After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the June 25, 2019 Regular Meeting. Motion carried unanimously.

## Correspondence

The following correspondence was discussed:

June 25, 2019 letter from Mr. Mark Stanek, DNR to Mr. Paul Much, NMSC Certified Operator.  
RE: Notice of non-compliance, exceeded effluent Total Suspended Solids 4<sup>th</sup> week of May, 2019.

July 11, 2019 letter from Mr. Jason Knutson, P.E. DNR Wastewater Section Chief to Mr. Dale Youngquist, NMSC President.  
RE: Approval of Chlorine Residual Analyzer.

July 16, 2019 letter from Holly Stevens, Clerk Town of Winchester.  
RE: Attached Resolution by Town of Winchester authorizing participation in cooperative plan with Town of Clayton.

Town of Clayton Resolution 2019-008 authorizing participation in the preparation of a cooperative plan with the Town of Winchester, Town of Neenah, Town of Winneconne, and Town of Vinland (distributed during meeting).

## Old Business

Transfer of Ownership of NMSC Interceptors and Real Estate. Commissioners discussed an email memo received from Attorney Thiel on the status of completing the transfer of Interceptor ownership.

Update and Discussion on 205 Mathewson Street. President Youngquist reported on the discussion with Menasha Mayor Merkes regarding the Commission interest in purchasing 205 Mathewson Street property; Mayor Merkes indicated to President Youngquist he would let the Council know of our interest to purchase.

## **New Business**

### **Operations, Engineering, Planning**

Phosphorus Removal. Jeff Kellner reported they are looking at filter options; a preliminary report to the DNR is due on September 30; they are also looking further into trading options with Fox-West.

Polymer Feed System Update. Jeff Kellner reported Prominent has agreed to pay \$53,000 in extra costs; a change order will be issued to deduct this cost.

Chlorine Residual Analyzer Installation. Jeff Kellner reported there is a pre-construction meeting scheduled for this coming Friday (July 26).

McMahon Invoices. Commissioners discussed McMahon invoices #914682 Phase 6, #914683, #914684 Phase 2, and #914684 Phase 4 in the amounts of \$2,401.90, \$4,484.95, \$5,925.00 and \$725.00. After discussion, motion made and seconded by Commissioners Coburn/Bates to approve for payment McMahon invoices #914682 Phase 6, #914683, #914684 Phase 2 and #914684 Phase 4. Motion carried unanimously.

McMahon update on the report regarding installing a gate valve and to perform pumping capacity calculations. Jeff Kellner reported on the gate valve for the RAS line. Currently there is a 16-inch gate valve on the line, this size valve is no longer available and there is concern of the ability to obtain repair kits in the future. A 12-inch gate valve appears to look okay to meet the current needs. Rob Franck reported the study shows the loading on the RAS pumps are nearing their capacity; we need to verify the RAS flow and if the 12-inch gate valve would be appropriate for the future. McMahon will bring in a proposal at the next meeting.

Facility Re-Rating Study. Manager Much reported on contact with the Sonoco Plant Manager, Sonoco has increased their production. In addition, they are looking to add starch to the system; this will further increase loadings coming from Sonoco.

Operating Report. Manager Much reported on plant operations; there are no operating issues and the plant is running extremely well. Manager Much pointed out the negative influent BOD pounds from Menasha for the month of June. Manager Much reported on an odor complaint received. Rob Franck reported on Equipment and Grounds items. Items further discussed on his report included: annual preventive maintenance will be performed on the genset and the transfer switch; every other year the Genset batteries are replaced; boiler burner issues – waiting for a response from Industrial Combustion. Rob also reported there are punch list items for the polymer system; these will be discussed with the contractor during the Chlorine Analyzer pre-construction meeting. During one of the storms, a tree on our east property line fell onto the neighbor property. Commissioner Bates questioned if the issue with boiler 3 was also experienced on the other boilers; Rob reported boiler 3 was the first to show the problem, boilers

1 and 2 have also now had the same issue but not as severe as boiler 3. After discussion, motion by Commissioners Bates/Zielinski to accept the operations report. Motion carried unanimously.

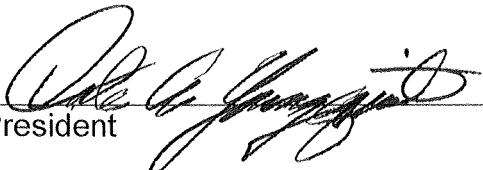
Budget, Finance, Personnel

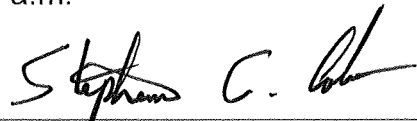
Financial Statements. Accountant Voigt reported on the June financial statements. July income will be at the higher billing rate, the August billing was just mailed out at the new rates established at the June meeting. Interest rates for our investments have remained steady; MCO generated \$3,500 in additional revenue for the Commission. Accountant Voigt reminded the Commission the draft 2020 budget will be presented at the August meeting. After discussion, motion made and seconded by Commissioners Bates/Weyenberg to approve the Accountant's Report for June 2019. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoices #24624 and #24687 in the amounts of \$131,692.57 and \$486.20 with payment to be made after August 1, 2019. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Weyenberg to approve Operating and Payroll Vouchers #137635 through #137696 in the amount of \$448,880.71 for the month of June 2019. Motion carried unanimously.

Motion made and seconded by Commissioners Bates/Parish to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:41 a.m.

  
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President

  
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Secretary