

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday July 26, 2022 - 8:00 A.M.

AGENDA

1. ROLL CALL

2. PUBLIC FORUM

3. APPROVAL OF MINUTES

- June 28, 2022 Regular Meeting.

4. CORRESPONDENCE

A. July 6, 2022 letter from Scott Littell, U.S. Cellular to the Neenah-Menasha Sewerage Commission.
RE: new telecommunications tower – looking to lease property in our area.

5. OLD BUSINESS

A. Security Guard service – current pay to personnel.

6. NEW BUSINESS

- Operations, engineering matters -

A. McMahon Associates Report – Update and discussion on the following projects with potential action to be taken based on discussions held:

1. Phosphorus Removal & UV Disinfection Equipment.
2. Plant Digester Boiler Replacement & Air Permitting.
 - a. Change order #2 to relocate boiler E-stop on South East door - \$2,767.00.
3. Preliminary Rate Study related to Phosphorus Removal & UV Disinfection.

B. McMahon Invoices

#926120 phase 08	Boiler Replacement – Construction Phase	\$ 831.00.
#926120 phase 10	Boiler Replacement – Air Permitting Assist.	\$1,097.85.
#926121	Filter Addition – Phos. Preliminary Rate Study	\$ 259.50.
#927090 phase 08	Boiler Replacement – Construction Phase	\$ 919.00.
#927091	Filter Addition – Phos. Preliminary Rate Study	\$1,343.00.

C. Operating Report for June 2022

1. Operating Report.
2. Equipment and Grounds Report.

- Budget, finance matters -

D. Accountant's Report for June 2022.

1. Financial Statements.
2. Cash & Investment Report.

E. Update on Contract Renewal for the Wastewater Service Agreement between Sonoco/U.S. Paper Mills and the NMSC.

F. Horseshoe Beverage – Discussion regarding contracting for Wastewater Treatment Service.

G. MCO Invoices.

#28527	August 2022 Contract Operations	\$136,331.67.
#28579	NMSC Use of MCO Vehicles-June	\$ 456.30.

H. Vouchers – Operating and Payroll Vouchers #139379 thru #139430 in the amount of \$460,981.16 for the month of June 2022.

7. ADJOURNMENT.

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday June 28, 2022

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

Present: Commissioners Forrest Bates, Steve Coburn, Greg Weyenberg, Raymond Zielinski, Mark Mommaerts; Manager Paul Much; Accountant Roger Voigt.

Excused: Dale Youngquist, Corey Gordon.

Also Present: Rob Franck, Randall Much (MCO); Chad Olsen (McMahon); Darren Woods, Leo Pisch, Tim Mathys (Sonoco/U.S. Paper).

Public Forum

No one in attendance for the Public Forum.

Minutes

May 24, 2022 Meeting minutes. Motion made and seconded by Commissioners Coburn/Bates to approve the minutes from the May 24, 2022 Regular Meeting. Motion carried unanimously.

Correspondence

There was no correspondence discussed:

Old Business

No Old Business to be discussed.

New Business

Operations, Engineering, Planning

McMahon Project Updates:

Phosphorus Removal/UV Disinfection Project – Chad Olsen reported there is no new information to report.

Plant Boiler Digester Replacement and Air Permitting. Chad reported the air permit is almost complete, he is withholding the request for final payment until the punch list items are complete.

Phosphorus Rate Study. Chad reported another meeting was held in May to review updates to the draft report.

McMahon Invoices. Commissioners discussed McMahon invoices #926719 phase 08, #926719 phase 10, and invoice #926718 in the amounts of \$648.20, \$156.00, and \$9,560.50. Motion made and seconded by Commissioners Coburn/Bates to approve payment of invoices #926719

phase 08, #926719 phase 10, and invoice #926718 in the amounts of \$648.20, \$156.00, and \$9,560.50. Motion carried unanimously.

Compliance Maintenance Annual Report (CMAR). Manager Much discussed the 2021 CMAR which summarizes the yearly operations; the Commission received a grade of "A" in all categories except for influent loadings. After discussion, motion made and seconded by Commissioners Bates/Coburn to accept the CMAR report and approve CMAR Resolution 2022-2. Motion carried unanimously.

Operating Report. Manager Much reported on an operational issue; we have been experiencing problems with the west centrifuge and sludge characteristics – the west centrifuge is not producing the same quality of dewatered solids as the east centrifuge. The west centrifuge was recently rebuilt; we are not sure if this is related to the problem. After discussion, motion made and seconded by Commissioners Coburn/Bates to accept the Operations Report. Motion carried unanimously.

Equipment & Grounds Report – Rob Franck reviewed his report and further reported on: SW Digester mixer motor replaced, oil changes have been completed, other projects that are scheduled are waiting on materials or equipment before they can be completed. After discussion, motion made and seconded by Commissioners Bates/Coburn to accept the Equipment & Grounds Report. Motion carried unanimously.

Budget, Finance, Personnel

Financial Statements. Accountant Voigt reported on the May financial statements; the month of May is reporting an operating fund loss. Interest rates on funds in the LGIP have increase again and are now at 0.62%, interest rates for the ICS CDARS have also increased for the month. MCO generated about \$2,400 in additional revenue for the Commission. After discussion, motion made and seconded by Commissioners Weyenberg/Bates to approve the Accountant's Report for May 2022. Motion carried unanimously.

Update on Sonoco contract renewal. Darren Woods introduced the new Sonoco/U.S. Paper Mills Plant Manager, Timothy Mathys. Chad Olsen reported on 2 options for upgrading the NMSC treatment plant to accommodate the Sonoco loadings. The option to do a plant expansion is estimated to cost \$15M; the second option is to incorporate the Hybas Process into the aeration tanks with an estimated cost of \$8M-\$9M. Sonoco will evaluate these options received from Chad; the Commissioners were also agreeable with further reviewing of this information.

Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoices #28438, #28364, and #28487 in the amounts of \$136,331.67, \$273.00, and \$400.40 with payment to be made after July 1, 2022. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve Operating and Payroll Vouchers #139332 through #139378 in the amount of \$377,678.66 for the month of May 2022. Motion carried unanimously.

Adjournment

Motion made and seconded by Commissioners Bates/Weyenberg to adjourn the meeting.
Motion carried unanimously. Meeting adjourned at 8:34 a.m.

President

Secretary