

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday July 28, 2026 - 8:00 A.M.

101 Garfield Avenue, Menasha WI 54952

AGENDA

1. ROLL CALL

2. APPROVAL OF MINUTES

- June 23, 2026, Regular Meeting
- July 9, 2026, Special Meeting

3. CORRESPONDENCE

- June 21, 2026, email from Troy Huebner, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager
RE: Sonoco Pretreatment Update

4. OLD BUSINESS

5. 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

- B. McMahon Invoices

#943700	Total Phos Project-Design Services	\$ 39,540.00
---------	------------------------------------	--------------

- C. Operating Report for June 2026

1. Operating Report
2. Equipment and Grounds Report

- Budget, finance matters -

- D. Accounting Report for June 2026

1. Financial Statements
2. Cash & Investment Report

- E. Update and Discussion on Contract Renewal for the Wastewater Service Agreement between Sonoco/U.S. Paper Mills and the NMSC; with Potential Action(s) to be taken on matters discussed.

- F. MCO Invoices.

#33032	August 2026 Contract Operations	\$ 157,056.68
#33077	Use of MCO Vehicles – June	\$ 445.68

- G. Vouchers – Operating (\$660,656.76) and Payroll (\$1,048.20) Vouchers #141663 thru #141715 in the amount of \$661,704.96, for the month of June 2026.

6. ADJOURNMENT.

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday June 23, 2026

Meeting was called to order by Commission President Mach at 8:02 a.m.

Present: Commissioners Corey Gordon, Anthony Mach, Jenny Pagel, Greg Weyenberg, Dale Youngquist, Raymond Zielinski; Manager Paul Much; Accounting Clerk Melissa Starr.

Also Present: Rob Franck (MCO), Heath Kummerow (Neenah), Dawn Merlin (McMahon), Mark Neuman (Neenah), Chad Olsen (McMahon), Bill Pollnow (Neenah), Vicki Rasmussen (Neenah), Jeremy Searl (Fox Crossing), Ellen Skerke (Town of Neenah), Roger Voigt (MCO)

Excused: Commissioner Steve Coburn

Minutes

Meeting minutes. A motion was made/seconded by Commissioners Youngquist/Weyenberg to approve the minutes from May 26, 2026, regular meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. June 3, 2026, email from Evan Janet, City of Menasha to Melissa Starr, Accounting Clerk
RE: 2026 Open Records Memo and Supporting Documentation
- B. June 17, 2026, email from Troy Huebner, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager
RE: Sonoco Pretreatment Update

Old Business

No Old Business to be discussed.

New Business

Operations, Engineering, Planning

Phosphorus Removal Project Financing – Clean Water Fund versus Revenue Bonds

President Mach began the discussion by sharing that he is still waiting to hear whether Senator Baldwin's congressionally funded grant had been approved and will let everyone know as soon as he receives information. Discussion followed regarding each municipalities' preference for funding the Phosphorus Removal Project. After discussion, all municipalities agreed to pursue funding the project utilizing a 20-year Clean Water Fund Revenue Bond.

McMahon Associates Report. Chad Olsen reported that he is continuing with the project design and will have 3-D models for the next meeting.

McMahon Agreement for Professional Services. A motion was made/seconded by Commissioners Weyenberg/Youngquist to approve the agreement with McMahon for Clean Water Funding application assistance (\$36,500). Motion carried unanimously.

McMahon Invoices. A motion was made/seconded by Commissioners Weyenberg/Youngquist to approve payment of invoice #943313 Design Services, in the amount of \$46,130. Motion carried unanimously.

Compliance Maintenance Annual Report (CMAR). Manager Much discussed the 2025 CMAR which summarizes the yearly operations; the Commission received a grade of "A" in all categories except for the Influent Flow and Loadings section. He shared that the Influent Flow and Loading grade may improve once Sonoco has its pretreatment facility online which should reduce the loadings coming into the wastewater plant. Discussion followed. After discussion, a motion was made/seconded by Commissioners Gordon/Weyenberg to accept the CMAR report and to approve CMAR Resolution 2026-1. Motion carried unanimously.

Capacity, Management, Operation & Maintenance (CMOM). Manager Much discussed the 2026-2027 CMOM which summarizes the goals developed for the interceptor that is jointly owned by the City of Menasha, Village of Fox Crossing, and the Village of Harrison. He reported that the goals and commissioner list had been updated. After discussion, a motion was made/seconded by Commissioners Weyenberg/Gordon to accept the CMOM as presented. Motion carried unanimously.

Operating Report. Manager Much reported the plant is meeting operational limits. Phosphorus was elevated (0.5 to 0.8 mg/L); however, it has come back down to around .2 mg/L.

Equipment & Grounds Report – Rob Franck reported on Equipment and Grounds items and provided additional details on: The aeration basin diffusers have been received, and installation will be scheduled for late June or early July. Bearing assembly replacements for Screw Pumps 1 and 3 have been scheduled for 7/13-7/15. The concrete approach for the Digester Building east entrance is scheduled for 7/14/26. Looking at repairing the effluent manhole from the plant to the discharge point. The top cover and casing pushed up during high flows. The rebuild of effluent pump1 and motor is scheduled for removal on 8/3/26. Interceptor manhole inspections will be done again this year, and affected communities will be contacted when timing has been determined. The annual breaker and transformer testing has been scheduled for 7/1/26. Loggers will be installed in the Plant Drain Building during the annual testing to verify service feed loads in consideration of the filter building project.

Chlorine Contact Chamber Drain Pump. Rob Franck reported that during the seasonal draining and hosing out of the chlorine contact chambers in early June, it was found that two of the drain line valves for the north chamber had failed since last fall. Since the upstream valve is buried approximately 23' deep, and is unable to be opened, the north chamber cannot be completely drained. The cost and extent of excavation, along with other inherent risks, necessitated a different approach. The solution of installing a new drain pump, base, and pump rails within the north

chamber would not rely upon the buried valves and piping, and the installation could be mirrored for the south chamber if/when needed. Rob had not received a quote for the cost yet; however, he estimated it would cost around \$20,000. After discussion, a motion was made/seconded by Commissioners Youngquist/Mach to approve the installation of the chlorine contact chamber drain pump in the north chamber not to exceed \$20,000. Motion carried unanimously.

Budget, Finance, Personnel

Financial Statements. Accounting Clerk Starr reported on the financial statements; There was a net operating loss for the month of May, and MCO generated approximately \$9,500 in additional revenue for the Commission.

Resolution 2026-2; Intent to Reimburse Expenditures from Proceeds of Borrowing.

Accounting Clerk Starr reported that the resolution allows the Commission to reimburse all project related expenditures paid prior to loan proceeds being secured. A motion was made/seconded by Commissioners Weyenberg/Youngquist to approve resolution 2026-2; Intent to reimburse expenditures from proceeds of borrowing. Motion carried unanimously.

Sonoco/NMSC Wastewater Service Agreement. Manager Much reported that the signed agreement extending to the end of the year had been received from Sonoco and he said that they thanked the Commission for the extension.

MCO Invoices. A motion was made/seconded by Commissioners Youngquist/Weyenberg to approve for payment MCO invoices #32948 and #33002 in the amounts of \$157,056.68, and \$419.04, respectively, with payment to be made after July 1, 2026. Motion carried unanimously.

Vouchers. A motion was made/seconded by Commissioners Youngquist/Gordon to approve Operating and Payroll Vouchers #141625 through #141662 in the amount of \$367,297.67 for the month of May 2026. Motion carried unanimously.

Adjournment

A motion was made/seconded by Commissioners Weyenberg/Gordon to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:10 a.m.

President

Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Special Meeting

Thursday, July 9, 2026

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

Present: Commissioners Steve Coburn, Corey Gordon, Anthony Mach, Greg Weyenberg, Dale Youngquist; Manager Paul Much

Also Present: Rob Franck (MCO)

Rob Franck provided a brief overview and handout regarding the Screw Pump #1 lower bearing assembly replacement. Discussion followed.

After discussion, a motion was made/seconded by Commissioners Youngquist/Coburn to approve replacement of Screw Pump #1 lower bearing assembly. Motion carried unanimously.

Motion made/seconded by Commissioners Gordon/Coburn to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:15 a.m.

President

Secretary