

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday June 24, 2025 – 8:00 A.M.

101 Garfield Avenue, Menasha WI 54952

AGENDA

1. ROLL CALL

2. APPROVAL OF MINUTES

- May 27, 2025, Regular Meeting Minutes

3. CORRESPONDENCE

- A. June 2025, email from Troy Huebner, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager
RE: Sonoco Pretreatment Project Update
- B. June 12, 2025, letter from Emily Franklin, Pretreatment Manager to Nathan Roth, Sonoco/U.S. Paper Mills
RE: Notice of non-compliance

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 & UV Disinfection Equipment
 - 2. Discussion on principal forgiveness if Clean Water Funds are utilized for Phosphorus/UV project
- B. McMahon Invoices
#939266 Facilities Plan Amendment \$ 2,310.00
- C. Compliance Maintenance Annual Report (CMAR)
 - 1. Review and discussion
 - 2. CMAR Resolution 2025-1
- D. Review and approval of 2025-2026 CMOM program
- E. Operating Report for May 2025
 - 1. Operating Report
 - a. NR101 fees
 - 2. Equipment and Grounds Report

- Budget, finance matters -

- F. Accounting Report for May 2025
 - 1. Financial Statements
 - 2. Cash & Investment Report
- G. Discussion and potential action on phone system change

H. Update/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.

I. MCO Invoices

#31831	July 2025 Contract Operations	\$ 151,757.34
#31883	Use of MCO Vehicles – May	\$ 379.40

J. Vouchers – Operating and Payroll Vouchers #141079 thru #141118 in the amount of \$324,162.40 for the month of May 2025.

6. ADJOURNMENT.

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday May 27, 2025

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

Present: Commissioners Brandon Barlow, Steve Coburn, Corey Gordon, Anthony Mach, Greg Weyenberg, Dale Youngquist; Raymond Zielinski; Manager Paul Much; Accounting Clerk Melissa Starr.

Also Present: Rob Franck (MCO); Chad Olsen (McMahon)

Public Forum

No one was in attendance for the Public Forum.

Minutes

Meeting minutes. Motion made/seconded by Commissioners Zielinski/Coburn to approve the minutes from the April 22, 2025, regular meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. May 19, 2025, email from Troy Huebner, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager
RE: Sonoco Pretreatment Project Update

Old Business

There was no old business to be discussed.

New Business

Operations, Engineering, Planning

McMahon Associates Report.

Motion to discuss was made/seconded by Commissioners Gordon/Coburn. Chad Olsen gave an update on the UV Disinfection & Phosphorus Removal project. Meetings are being set up with UV suppliers. We are waiting for high flows to sample and send to Canada to determine sizing of equipment that is best for NMSC.

Galloway's Request to McMahon Associates, Inc. for Wastewater Assistance

Chad Olsen reported that Galloway had requested wastewater assistance from McMahon Associates. He shared that another McMahon Engineer will be assigned to work with Galloway in order to avoid any conflict.

McMahon Invoices

Motion made/seconded by Commissioners Coburn/Youngquist to approve payment of invoice #938915, in the amount of \$1,155.00. Motion carried unanimously.

Operating Report

Manager Much reported the plant met permit limits even with the aeration basin takedown. Results of the recent PFOA/PFOS testing have been added to the spreadsheet presented at the last meeting. Manager Much plans to reach out to any facilities that have higher numbers. Discussion followed regarding industries and items that contain PFOA/PFOS, educating the public, and ways to be proactive.

Equipment and Grounds Report.

Rob Franck reported on Equipment and Grounds items and provided additional details on: Spring cleanup has been completed. Tree trimming around the plant will be done in July, and the homeowner impacted by the trimming was notified. Primary clarifier inspections are done. The Gravity Belt Thickener Polymer skid rehab begins on Monday, June 2nd. A temporary system has been set up for when it is down. It should be back online by Friday. Diffusers for the Aeration basin project have been ordered, and we are waiting for confirmation on the schedule. Updates to the ongoing projects listed include East Fine Screen room heater has arrived, and 4 of the 9 aeration basin inspections have been completed. The AC unit in the Plant Drain Building failed. The unit is 12-13 years old, so it is not feasible to repair the unit. We requested quotes for a new unit, and the least expensive option was August Winter at \$12,110. After discussion motion was made/seconded by Commissioners Coburn/Weyenberg to replace the mini split unit at a cost not to exceed \$12,110.00. Motion carried unanimously.

Budget, Finance Matters

Accounting Report for April 2025

Accounting Clerk Starr reported a net loss for April; The Clean Water Fund and Sludge Storage Building payments were made on April 30th. MCO generated income was \$7,258 for the month.

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
Manager Much reported no update at this time.

MCO Invoices

#31739	June 2025 Contract Operations	\$ 151,757.34
#31790	Use of MCO Vehicles – April	\$ 422.31

Motion made/seconded by Commissioners Coburn/Zielinski to approve MCO invoice #31739, and #31790 with payment to be made after June 1, 2025. Motion carried unanimously.

Vouchers

Operating and Payroll Vouchers #141021 through #141078 in the amount of \$810,282.54 for the month of April 2025. Motion made/seconded by Commissioners Coburn/Youngquist to approve operating and payroll vouchers. Motion carried unanimously.

Adjournment

Motion made/seconded by Commissioners Coburn/Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:30 a.m.

President

Secretary

Melissa Starr

From: Melissa Starr
Sent: Thursday, June 12, 2025 7:39 AM
To: Melissa Starr
Subject: Sonoco Pretreatment project update

From: Troy Huebner <troy.huebner@sonoco.com>
Sent: Wednesday, June 11, 2025 12:25 PM
To: Paul Much <pmuch@mco-us.com>
Cc: Melissa Starr <mstarr@mco-us.com>
Subject: Re: Sonoco Pretreatment project update

Hi Paul,

Please see the most recent update:

May 2025 Update

- Sonoco Project team meetings for design scope are complete.
- ETP Construction meeting once/week with all parties (Sonoco, CRM, AW, VM, Citrine)
- Site work is proceeding – Heavy equipment to arrive week of June 9th.
- Foundation pours cannot start until final DNR approval. Hope to hear by end of week. DNR not responsive
- VM equipment has started to arrive
- ETP building walls on site
- Mill water and biogas tie ins completed

3D models with ETP (Effluent Treatment Plant) building, Equipment and Tank layout - design phase is 100% complete.

- Wet Room platform details - 100% complete
- Underground Utilities – 100% complete
- Site Civil/Storm Water – 100% complete
- Soil Borings – 100% complete
- Trench drains inside ETP building - 100% complete
- Equipment inside the ETP building - drawings 100% complete
- Lab Room – 100% complete
- MCC Room size, location, and details - 100% complete
- Sludge Press Handling – 95% complete.
- Process/Chemical tanks - 100% complete
- Fire Protection design for the ETP building to be installed by PACE - 100% complete
- Electrical back up power generation - 100% complete
- Electrical load listing - 95% complete
- ETP building HVAC - 95% complete
- Pipe and Pedestrian Bridge (from mill to ETP building) - 95% complete
- Truck traffic requirements and Truck Trailer parking requirements have been updated to fit the site layout. Truck paths have been identified for all incoming and exiting scenarios - 100% complete

- Gas Flare - design and location is 100% complete
- Containment requirements for the ETP system tanks - site survey completed. Discussions ongoing with DNR to review requirements complete – design scope is 70% complete
- Air Permit - DNR approved waiver to begin construction.
- Scrubber selection – 100% complete

Thanks,
Troy Huebner



NEENAH-MENASHA SEWERAGE COMMISSION

101 Garfield Avenue • Menasha, Wisconsin 54952-3397

(920) 751-4760 • Fax (920) 751-4767 • e-mail info@nmscwwtp.com

June 11, 2025

Mr. Nathan Roth
Sonoco U.S Mills
69 Washington Street
Menasha, WI 54952

RE: Wastewater Discharge Permit
NMSC-002-11

Dear Mr. Roth,

As part of the Industrial Pretreatment Program and Sonoco's Industrial User Permit NMSC-002-11, Sonoco must maintain and have an operational sampler. NMSC has noted four missed samples since June 2, 2025. There was flow recorded during each of these events, therefore Sonoco was discharging to NMSC, and that discharge must be monitored.

This is a **notice of non-compliance** of your pretreatment permit for the missed samples that occurred in June 2025.

We understand Sonoco has purchased a new sampler and will be using a temporary sampler unit until the replacement arrives. No further action is required from Sonoco at this time.

If you have any questions or comments, please contact either Paul Much or myself.

Sincerely,
Neenah-Menasha Sewerage Commission

A handwritten signature in black ink, appearing to read 'Emily Franklin'.

Emily Franklin
Pretreatment Manager



INVOICE

McMAHON ASSOCIATES, INC.
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing P.O. Box 1025 NEENAH, WI 54957-1025
PH 920.751.4200 FAX 920.751.4284
WWW.MCMGR.COM
EIN NO. 39-0735791

May 30, 2025

Invoice No: 00939266

Neenah-Menasha Sewerage Commission
101 Garfield Avenue
Menasha, WI 54952-3397

Invoice Total \$2,310.00

Client No. N0008

Project 09-24-00790 Total Phosphorus, UV Disinfection & Effluent Flow Recording Project
Professional Services from March 30, 2025 to May 03, 2025

Phase 02 Facilities Plan Amendment
Fee

Total Fee 38,500.00

Percent Complete 20.00 Total Earned 7,700.00
Previous Fee Billing 5,390.00
Current Fee Billing 2,310.00

Total Fee 2,310.00

Phase Total \$2,310.00

Invoice Total \$2,310.00

Thank you for your business

Authorized
By: _____

Chad Olsen

**NEENAH-MENASHA SEWERAGE COMMISSION
STATUS OF CURRENT CONTRACTED ENGINEERING PROJECTS**

CURRENT PROJECTS	CONTRACT DATE	CONTRACT AMOUNT	CONTRACT AMOUNT COMPLETED	CONTRACT AMOUNT REMAINING	LAST DATE PAYMENT WAS MADE ON CONTRACT	COMPLETION DATE PER CONTRACT TERMS	OTHER NOTES
Facilities Plan Amdendment - Total Phos, UV Disinfection & Effluent Flow	12/12/2024	38,500	7,700	\$30,800	05/27/2025	09/30/2025	
RECENTLY COMPLETED							
COMPLETED, BUT WITH NOTATIONS							
EQUIPMENT CONTRACTS							

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/13/2025 **2024**

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	9.1363	x	394	x	8.34	=	30,004
February	9.4173	x	346	x	8.34	=	27,211
March	9.2888	x	375	x	8.34	=	29,063
April	14.9087	x	248	x	8.34	=	30,880
May	12.5095	x	279	x	8.34	=	29,067
June	15.8644	x	257	x	8.34	=	33,954
July	18.2408	x	225	x	8.34	=	34,191
August	12.3651	x	267	x	8.34	=	27,570
September	7.8003	x	384	x	8.34	=	24,970
October	6.6354	x	455	x	8.34	=	25,167
November	12.9999	x	247	x	8.34	=	26,769
December	8.9548	x	345	x	8.34	=	25,762

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	20	x	90	=	18
		x	100	=	20
Design BOD, lbs/day	24573	x	90	=	22115.7
		x	100	=	24573

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	1	1
February	1	0	0	1	1
March	1	0	0	1	1
April	1	0	0	1	1
May	1	0	0	1	1
June	1	0	0	1	1
July	1	1	0	1	1
August	1	0	0	1	1
September	1	0	0	1	1
October	1	0	0	1	1
November	1	0	0	1	1
December	1	0	0	1	1
Points per each		2	1	3	2
Exceedances		1	0	12	12
Points		2	0	36	24
Total Number of Points					62

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/13/2025 2024

<p>3. Flow Meter</p> <p>3.1 Was the influent flow meter calibrated in the last year?</p> <p><input checked="" type="radio"/> Yes Enter last calibration date (MM/DD/YYYY) <input type="text" value="2024-09-06"/></p> <p><input type="radio"/> No</p> <p>If No, please explain: <input type="text"/></p>										
<p>4. Sewer Use Ordinance</p> <p>4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>If No, please explain: <input type="text"/></p> <p>4.2 Was it necessary to enforce the ordinance?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>If Yes, please explain: <input type="text" value="NMSC had two industries discharge excessive BOD that resulted in effluent violations. Both industries had to reimburse NMSC for chlorine that had to be trucked in to treat filaments that grew as a result of the high BOD loadings coming into the plant."/></p>										
<p>5. Septage Receiving</p> <p>5.1 Did you have requests to receive septage at your facility?</p> <table><tr><td>Septic Tanks</td><td>Holding Tanks</td><td>Grease Traps</td></tr><tr><td><input type="radio"/> Yes</td><td><input type="radio"/> Yes</td><td><input type="radio"/> Yes</td></tr><tr><td><input checked="" type="radio"/> No</td><td><input checked="" type="radio"/> No</td><td><input checked="" type="radio"/> No</td></tr></table> <p>5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.</p> <p>Septic Tanks <input type="radio"/> Yes <input type="text"/> gallons</p> <p><input checked="" type="radio"/> No</p> <p>Holding Tanks <input type="radio"/> Yes <input type="text"/> gallons</p> <p><input checked="" type="radio"/> No</p> <p>Grease Traps <input type="radio"/> Yes <input type="text"/> gallons</p> <p><input checked="" type="radio"/> No</p> <p>5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes. <input type="text"/></p>	Septic Tanks	Holding Tanks	Grease Traps	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	
Septic Tanks	Holding Tanks	Grease Traps								
<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes								
<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No								
<p>6. Pretreatment</p> <p>6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>If yes, describe the situation and your community's response. <input type="text"/></p>										

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/13/2025 2024

Elevated loadings from a local industry resulted in the growth of filamentous organisms and the significant loss of settling in the final clarifier making the plant susceptible to washout conditions.

When discovered on 6-17-24 plant staff began chlorination to eliminate the filaments with plant generated chlorine (0.8% strength). At 0.8% chlorine we were not able eliminate the filaments that were a major cause of TSS violations. The decision was then made to purchased 12.5% strength chlorine to increase the chlorine dosage to ensure filamentous kill could be obtained improving settling in the final clarifier and stop effluent violations.

When all the data was available for review it became apparent that extremely large BOD discharges were occurring from another local industry. Subsequent contacts and review by this industry of their system indicated that a valve stuck open resulting in a loss of sugar to the sanitary every time they performed a transfer of product. The sugar discharge resulted in extremely high loadings from the City of Neenah (Max Day 78,027 lbs). The high loadings coming from this industry continued the need for the 12.5% chlorine to control the filaments and also contributed to the TSS violations and resulted in several days of BOD5 violations of our WPDES permit. Both industries where invoiced for the cost of the chlorine.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

- Yes
- No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

Total Points Generated	62
Score (100 - Total Points Generated)	38
Section Grade	F

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/13/2025 2024

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	2	1	0	0
March	30	27	3	1	0	0
April	30	27	6	1	0	0
May	30	27	5	1	0	0
June	30	27	18	1	0	0
July	30	27	5	1	0	0
August	30	27	3	1	0	0
September	30	27	2	1	0	0
October	30	27	3	1	0	0
November	30	27	5	1	0	0
December	30	27	4	1	0	0

* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

NMSC does not have an effluent flow meter. Per NMSC's WPDES permit an effluent flow meter will be installed and operational 12/31/2029.

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

NMSC had two industries discharge excessive BOD that resulted in effluent violations.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/13/2025 **2024**

No
If Yes, please explain:

6-25-24 NMSC had an effluent chlorine exceedance. High influent flows and elevated effluent TSS caused our chlorine pumps to ramp up resulting in a slight effluent chlorine residual.

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?
 Yes
 No
If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?
 Yes
 No
 N/A
Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/13/2025 2024

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	8	1	0	0
February	30	27	4	1	0	0
March	30	27	4	1	0	0
April	30	27	7	1	0	0
May	30	27	5	1	0	0
June	30	27	29	1	0	1
July	30	27	7	1	0	0
August	30	27	5	1	0	0
September	30	27	5	1	0	0
October	30	27	6	1	0	0
November	30	27	6	1	0	0
December	30	27	6	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	1
Points					0	3
Total Number of Points						3

3

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Elevated loadings from a local industry resulted in the growth of filamentous organisms and the significant loss of settling in the final clarifier making the plant susceptible to washout conditions.

When discovered on 6-17-24 plant staff began chlorination to eliminate the filaments with plant generated chlorine (0.8% strength). At 0.8% chlorine we were not able eliminate the filaments that were a major cause of TSS violations. The decision was then made to purchased 12.5% strength chlorine to increase the chlorine dosage to ensure filamentous kill could be obtained improving settling in the final clarifier and stop effluent violations.

When all the data was available for review it became apparent that extremely large BOD discharges were occurring from another local industry. Subsequent contacts and review by this industry of their system indicated that a valve stuck open resulting in a loss of sugar to the sanitary every time they performed a transfer of product. The sugar discharge resulted in extremely high loadings from the City of Neenah (Max Day 78,027 lbs). The high loadings coming from this industry continued the need for the 12.5% chlorine to control the filaments and also contributed to the TSS violations and resulted in several days of BOD5 violations of our WPDES permit. Both industries where invoiced for the cost of the chlorine.

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/13/2025 2024

Total Points Generated	3
Score (100 - Total Points Generated)	97
Section Grade	A

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:

6/13/2025

2024

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January	10	28	.09	0	.159	.065	.047	.087	0
February	10	28	.283	0	.104	.069	.525	.432	0
March	10	28	.36	0	.647	.407	.211	.173	0
April	11	29	.214	0	.634	.064	.054	.106	0
May	11	29	.186	0	.063	.07	.064	.47	0
June	4.4	11	.392	0	.487	.071	.333	.71	0
July	4.4	11	.356	0	.494	.929	.103	.069	0
August	4.4	11	.095	0	.056	.081	.058	.189	0
September	4.4	11	.158	0	.153	.204	.112	.154	0
October	18	47	.072	0	.059	.071	.048	.123	0
November	18	47	.141	0	.236	.073	.092	.151	0
December	18	47	.071	0	.089	.058	.06	.067	0

Points per each exceedance of Monthly average: 10

Exceedances, Monthly: 0

Points: 0

Points per each exceedance of weekly average (when there is no monthly average): 2.5

Exceedances, Weekly: 0

Points: 0

Total Number of Points 0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/13/2025 **2024**

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results				
1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus				
Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	.8	0.242	1	0
February	.8	0.133	1	0
March	.8	0.147	1	0
April	.8	0.183	1	0
May	.8	0.190	1	0
June	.8	0.201	1	0
July	.8	0.192	1	0
August	.8	0.423	1	0
September	.8	0.481	1	0
October	.8	0.484	1	0
November	.8	0.213	1	0
December	.8	0.164	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0
NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$				
1.2 If any violations occurred, what action was taken to regain compliance?				

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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6/13/2025 2024

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
- Publicly Distributed Exceptional Quality Biosolids
- Hauled to another permitted facility
- Landfilled
- Incinerated
- Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

949.5 acres

2.1.2 How many acres did you use?

434.5 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

Yes (30 points)

No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

Yes

No (10 points)

N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - CAKE SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	<14.5		<7.2		<9.6		4.47		<10		<9.85			0	0
Cadmium		39	85	<1.3		.77		.671		.687		.727		.745			0	0
Copper		1500	4300	727		725		681		718		821		794			0	0
Lead		300	840	18.6		16.2		16		19		17		21			0	0
Mercury		17	57	.53		.38		.25		.359		.348		.447			0	0
Molybdenum	60		75	16.3		13.4		12		12		9.51		16		0		0
Nickel	336		420	23.1		27.5		28		26		19		25		0		0
Selenium	80		100	<13		<6.4		<8.5		<5.61		<9.11		<8.64		0		0
Zinc		2800	7500	602		489		436		485		458		591			0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

(0 Points)

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1-2 (10 Points)
 > 2 (15 Points)
 3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)
 Yes
 No (10 points)
 N/A - Did not exceed limits or no HQ limit applies (0 points)
 N/A - Did not land apply biosolids until limit was met (0 points)
 3.1.3 Number of times any of the metals exceeded the ceiling limits = 0
 Exceedence Points
 0 (0 Points)
 1 (10 Points)
 > 1 (15 Points)
 3.1.4 Were biosolids land applied which exceeded the ceiling limit?
 Yes (20 Points)
 No (0 Points)
 3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

0

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 02/29/2024
Density:	13
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase anaerobic digestion. 6 out of the 7 fecal samples were reported as less than detected. The actual density amount should be <13.4

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	03/01/2024 - 04/30/2024
Density:	19
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase anaerobic digestion. 7 out of the 7 fecal samples were reported as less than detected. The actual density amount should be <19.0

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Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	05/01/2024 - 06/30/2024
Density:	138
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase anaerobic digestion. 5 out of the 7 fecal samples were reported as less than detected. The actual density amount should be <137.8
Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2024 - 08/31/2024
Density:	279
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase anaerobic digestion. 3 out of the 7 fecal samples were reported as less than detected. The actual density amount should be <279.4.
Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	09/01/2024 - 10/31/2024
Density:	767
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase anaerobic digestion

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Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	11/01/2024 - 12/31/2024
Density:	892
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase anaerobic digestion. Collected 8 fecal samples by accident. The Geometric Mean of the 1st 7 samples is 976.1. The Geometric mean of 8 samples is 892.4

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

Yes (40 Points)

No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	002
Method Date:	02/29/2024
Option Used To Satisfy Requirement:	Incorporation when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	04/30/2024
Option Used To Satisfy Requirement:	Incorporation when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	002
Method Date:	06/30/2024
Option Used To Satisfy Requirement:	Incorporation when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

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Last Updated: Reporting For:
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Outfall Number:	002	
Method Date:	08/31/2024	
Option Used To Satisfy Requirement:	Incorporation when land apply	
Requirement Met:	Yes	
Land Applied:	No	
Limit (if applicable):		
Results (if applicable):		
Outfall Number:	002	0
Method Date:	10/31/2024	
Option Used To Satisfy Requirement:	Incorporation when land apply	
Requirement Met:	Yes	
Land Applied:	Yes	
Limit (if applicable):		
Results (if applicable):		
Outfall Number:	002	
Method Date:	12/31/2024	
Option Used To Satisfy Requirement:	Incorporation when land apply	
Requirement Met:	Yes	
Land Applied:	No	
Limit (if applicable):		
Results (if applicable):		
<p>5.2 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p><input type="radio"/> Yes (40 Points)</p> <p><input checked="" type="radio"/> No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p><input checked="" type="radio"/> >= 180 days (0 Points)</p> <p><input type="radio"/> 150 - 179 days (10 Points)</p> <p><input type="radio"/> 120 - 149 days (20 Points)</p> <p><input type="radio"/> 90 - 119 days (30 Points)</p> <p><input type="radio"/> < 90 days (40 Points)</p> <p><input type="radio"/> N/A (0 Points)</p> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes (Continue with question 2) <input type="checkbox"/><input type="radio"/> No (40 points) <input type="checkbox"/> <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<ul style="list-style-type: none"><input type="radio"/> Paper file system<input checked="" type="radio"/> Computer system<input type="radio"/> Both paper and computer system<input type="radio"/> No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Excellent<input type="radio"/> Very good<input type="radio"/> Good<input type="radio"/> Fair<input type="radio"/> Poor <p>Describe your rating:</p> <div style="border: 1px solid black; padding: 5px;">All preventative maintenance is documented and done per manufacturers specs.</div>	

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Operator Certification and Education

<p>1. Operator-In-Charge</p> <p>1.1 Did you have a designated operator-in-charge during the report year?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (20 points)</p> <p>Name: <input style="width: 150px;" type="text" value="PAUL M MUCH"/></p> <p>Certification No: <input style="width: 150px;" type="text" value="32895"/></p>	0																																																																																								
<p>2. Certification Requirements</p> <p>2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2">Sub Class</th> <th rowspan="2">SubClass Description</th> <th>WWTP</th> <th colspan="3">OIC</th> </tr> <tr> <th>Advanced</th> <th>OIT</th> <th>Basic</th> <th>Advanced</th> </tr> </thead> <tbody> <tr><td>A1</td><td>Suspended Growth Processes</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>A2</td><td>Attached Growth Processes</td><td></td><td></td><td></td><td>X</td></tr> <tr><td>A3</td><td>Recirculating Media Filters</td><td></td><td></td><td></td><td></td></tr> <tr><td>A4</td><td>Ponds, Lagoons and Natural</td><td></td><td></td><td></td><td>X</td></tr> <tr><td>A5</td><td>Anaerobic Treatment Of Liquid</td><td></td><td></td><td></td><td></td></tr> <tr><td>B</td><td>Solids Separation</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>C</td><td>Biological Solids/Sludges</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>P</td><td>Total Phosphorus</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>N</td><td>Total Nitrogen</td><td></td><td></td><td></td><td></td></tr> <tr><td>D</td><td>Disinfection</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>L</td><td>Laboratory</td><td>X</td><td></td><td></td><td></td></tr> <tr><td>U</td><td>Unique Treatment Systems</td><td></td><td>X</td><td></td><td></td></tr> <tr><td>SS</td><td>Sanitary Sewage Collection</td><td>X</td><td>NA</td><td>X</td><td>NA</td></tr> </tbody> </table> <p>2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (20 points)</p> <p>2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> N/A - Wastewater treatment facility does not have a registered or certified laboratory</p> <p>2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> N/A - Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system</p>	Sub Class	SubClass Description	WWTP	OIC			Advanced	OIT	Basic	Advanced	A1	Suspended Growth Processes	X			X	A2	Attached Growth Processes				X	A3	Recirculating Media Filters					A4	Ponds, Lagoons and Natural				X	A5	Anaerobic Treatment Of Liquid					B	Solids Separation	X			X	C	Biological Solids/Sludges	X			X	P	Total Phosphorus	X			X	N	Total Nitrogen					D	Disinfection	X			X	L	Laboratory	X				U	Unique Treatment Systems		X			SS	Sanitary Sewage Collection	X	NA	X	NA	0
Sub Class			SubClass Description	WWTP	OIC																																																																																				
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U	Unique Treatment Systems		X																																																																																						
SS	Sanitary Sewage Collection	X	NA	X	NA																																																																																				
<p>3. Succession Planning</p> <p>3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?</p> <p><input checked="" type="checkbox"/> One or more additional certified operators on staff</p>																																																																																									

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<input type="checkbox"/> An arrangement with another certified operator <input type="checkbox"/> An arrangement with another community with a certified operator <input type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year <input checked="" type="checkbox"/> A consultant to serve as your certified operator <input type="checkbox"/> None of the above (20 points) If "None of the above" is selected, please explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0
4. Continuing Education Credits 4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: <input type="radio"/> Averaging 6 or more CECs per year. <input type="radio"/> Averaging less than 6 CECs per year. Advanced Certification: <input checked="" type="radio"/> Averaging 8 or more CECs per year. <input type="radio"/> Averaging less than 8 CECs per year.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Melissa Starr"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="920-751-4760"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 150px;" type="text"/></p>																	
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2024"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWF required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0																
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>																	
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2024"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 100%;" type="text" value="7,009,390.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="7,009,390.00"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 100%;" type="text" value="1,172,245.00"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 100%;" type="text" value="7,009,390.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 100%;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 100%;" type="text" value="7,009,390.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 100%;" type="text" value="1,172,245.00"/>	
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 100%;" type="text" value="7,009,390.00"/>														
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width: 100%;" type="text" value="0.00"/>														
3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 100%;" type="text" value="7,009,390.00"/>														
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 100%;" type="text" value="1,172,245.00"/>														

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -

\$ 349,000.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 7,832,635.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

Distilled RO System (Lab)
HMI Upgrade, Gearbox Failure
Plant Drain Pump replacement
Budgeted RAS Pump Replacement (Suction Valve & Pump)
Budgeted RAS Pump Replacement
Re-tube process for digester boiler
Velocity panel
Custom Johnson Mixing Pump
Fluidmesh Cameras
Budgeted RAS Suction Valve
Server Room Components
Autoclave Sterilizer
Digester takedown and cleaning

0

3.3 What amount should be in your Replacement Fund?

\$ 1,407,277.00

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below. ■■
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Upgrade facility for low level phosphorus removal and UV disinfection.	\$22,000,000	2029

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

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6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	1,430	
February	1,063	
March	1,540	
April	1,653	
May	433	
June	370	
July	442	
August	376	
September	428	
October	846	
November	1,894	
December	2,048	
Total	12,523	0
Average	1,044	0

6.1.2 Comments:

Member communities own and maintain their own lift stations. Total energy consumed above is for 9th street metering station which is owned by the NMSC.

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

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By Whom:

Describe and Comment:

6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Member communities own and maintain their own lift stations.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	502,533	283.23	1,774	930.12	540	4,708
February	454,054	273.10	1,663	789.12	575	4,719
March	497,067	287.95	1,726	900.95	552	7,759
April	512,328	447.26	1,145	926.40	553	7,279
May	583,275	387.79	1,504	901.08	647	7,112
June	575,678	475.93	1,210	1,018.62	565	3,443
July	674,270	565.46	1,192	1,059.92	636	12,643
August	601,906	383.32	1,570	854.67	704	10,664
September	588,119	234.01	2,513	749.10	785	5,823
October	548,691	205.70	2,667	780.18	703	5,070
November	564,158	390.00	1,447	803.07	703	9,580
December	501,132	277.60	1,805	798.62	627	4,074
Total	6,603,211	4,211.35		10,511.85		82,874
Average	550,268	350.95	1,685	875.99	633	6,906

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping

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- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives
- Other:

Micro Clor (chlorine generation)
Anaerobic Digester Mixers.

7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

- Flared Off
- Building Heat
- Process Heat
- Generate Electricity
- Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

By Whom:

Describe and Comment:

Part of the facility

Year:

2013

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By Whom:	<input type="text" value="Focus on Energy"/>
Describe and Comment:	<input type="text" value="Looked at influent screw pump VFD's"/>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Perform inspections of the 26 manholes of the interceptor system.

Clean and televise the entire interceptor (~6,665')

Review the cleaning and televising summary form the televising contractor, and provide the information to the City of Menasha, Village of Fox Crossing, and the Village of Harrison.

Did you accomplish them?

- Yes
- No

If No, explain:

Inspected 22 manholes. 4 manholes were not accessible due to fence around the property.

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Neenah-Menasha Sewerage Commission Ordinance Contract

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2023-04-04

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance
- Operation and Maintenance [NR 210.23 (4) (d)]

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Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
- Up-to-date sewer system map
- A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
- A description of routine operation and maintenance activities (see question 2 below)
- Capacity assessment program
- Basement back assessment and correction
- Regular O&M training

Design and Performance Provisions [NR 210.23 (4) (e)]

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
- Construction, Inspection, and Testing
- Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

- Responsible personnel communication procedures
- Response order, timing and clean-up
- Public notification protocols
- Training
- Emergency operation protocols and implementation procedures

Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]

Special Studies Last Year (check only those that apply):

- Infiltration/Inflow (I/I) Analysis
- Sewer System Evaluation Survey (SSES)
- Sewer Evaluation and Capacity Management Plan (SECAP)
- Lift Station Evaluation Report
- Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	100	% of system/year
Root removal	0	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	100	% of system/year
Manhole inspections	85	% of system/year
Lift station O&M	0	# per L.S./year
Manhole rehabilitation	0	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed

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Private sewer inspections % of system/year
 Private sewer I/I removal % of private services
 River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

Total actual amount of precipitation last year in inches
 Annual average precipitation (for your location)
 Miles of sanitary sewer
 Number of lift stations
 Number of lift station failures
 Number of sewer pipe failures
 Number of basement backup occurrences
 Number of complaints
 Average daily flow in MGD (if available)
 Peak monthly flow in MGD (if available)
 Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

Lift station failures (failures/year)
 Sewer pipe failures (pipe failures/sewer mile/yr)
 Sanitary sewer overflows (number/sewer mile/yr)
 Basement backups (number/sewer mile)
 Complaints (number/sewer mile)
 Peaking factor ratio (Peak Monthly:Annual Daily Avg)
 Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **

Date	Location	Cause	Estimated Volume
None reported			

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

Yes

No

If Yes, please describe:

Flows increase significantly during rain events. Member communities are responsible for their own CMOM program and maintenance of their own collection system.

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5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Yes

No

If Yes, please describe:

NMSC needs to adjust operations during heavy rain events to prevent washout of mix liquor and to attempt to maintain compliance with NMSC's WPDES permit.

High flows in June and July of 2024 along with significant industrial discharges caused a violation of NMSC's WPDES permit.

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

Member communities have an active I/I reduction program.

5.4 What is being done to address infiltration/inflow in your collection system?

Member communities have an active I/I reduction program.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0026085

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	F	0	3	0
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	136
GRADE POINT AVERAGE (GPA) = 3.68				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing Body or Owner:	<input type="text" value="Neenah Menasha Sewerage"/>
Date of Resolution or Action Taken:	<input type="text"/>
Resolution Number:	<input type="text" value="2025-1"/>
Date of Submittal:	<input type="text"/>

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = F

<input type="text" value="NMSC's largest BOD contributor is installing a pretreatment system that will reduce their BOD loadings coming into the wastewater plant. NMSC has also issued BOD and TSS limits pound limits on three of their largest industries."/>
--

Effluent Quality: BOD: Grade = A

<input type="text"/>

Effluent Quality: TSS: Grade = A

<input type="text"/>

Effluent Quality: Ammonia: Grade = A

<input type="text"/>

Effluent Quality: Phosphorus: Grade = A

<input type="text"/>

Biosolids Quality and Management: Grade = A

<input type="text"/>

Staffing: Grade = A

<input type="text"/>

Operator Certification: Grade = A

<input type="text"/>

Financial Management: Grade = A

<input type="text"/>

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

<input type="text"/>

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 3.68

<input type="text"/>

CAPACITY, MANAGEMENT, OPERATION & MAINTENANCE (CMOM)

Date: June 6, 2016

Updated: June 10, 2025



NEENAH-MENASHA SEWERAGE COMMISSION

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Midwest Contract Operations

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SECTION 1 – GOALS

YEAR: 2025 - 2026

The goals outlined below are set by the Neenah-Menasha Sewerage Commission (NMSC) with consideration of State and Federal code and permit requirements. The goals that are set must be measurable quantitatively and capable of an evaluation of progress at the end of each year. Based on these goals and the achieved outcomes or future municipality needs, new goals will be set for the next year. NMSC is only responsible for the interceptor serving the City of Menasha. The member communities are responsible for their own collection system.

- NMSC will ensure that the commission owned portion of the interceptor sewer system is properly managed, operated, and maintained at all times. The Commission will take steps to ensure the sewage collection system provides adequate capacity to convey all peak design flows. A process is in place to notify the public and other directly affected parties of any incidents of overflows from the sewerage treatment facility.

- Perform inspections of the 26 manholes of the interceptor system (2024)
- Clean and televise the entire interceptor every 5 years (~6,665') (2024)
- Review the cleaning and televising summary form the televising contractor, and provide the information to the City of Menasha, Village of Fox Crossing, and the Village of Harrison (Completed 6/12/2025)
- Schedule follow-up televising in the area of Manhole 54 for 2025.
- Investigate if lateral televising can be launched from a 48" mainline on Broad Street.
- Meet with the City of Menasha, Village of Fox Crossing, and the Village of Harrison to discuss the summary, and coordinate a plan of action to address any deficiencies, and coordinate with City of Menasha projects.
- Review the schedule for manhole inspections, and cleaning and televising with input from the City of Menasha, Village of Fox Crossing, and the Village of Harrison, and adjust as needed.
- The Commission will evaluate and update CMOM goals each year when passing a CMAR resolution.

The Commission hopes that above goals will lead to the elimination of Sanitary Sewer Overflows and Treatment Facility Overflows.

SECTION 2 - ORGANIZATION

Organizational structure and communication within that structure is an important component of a successful CMOM program. It's imperative that all governing members of the NMSC understand the CMOM program and the goals that are outlined within it. Decision's pertaining to the sanitary collection system will be made with goals of the CMOM program in mind.

2.1 NMSC Ownership and Governing Body

NMSC owns the interceptor sewer serving the City of Menasha, Village of Fox Crossing, and the Harrison Sanitary District. They have contracted the operation and maintenance of their wastewater treatment facility to Midwest Contract Operations, Inc. (MCO). MCO employs full time certified operators that are assigned to NMSC owned wastewater treatment plant. MCO operators report directly to MCO Management who report directly to the NMSC. A current listing of the NMSC Commissioners is listed below:

NMSC Contact List			
Title	Name	Community	Phone Number
NMSC President	Anthony Mach	Neenah	(920) 886-6182
NMSC Vice President	Brandon Barlow	Harrison Utilities	(920) 989-1062
Secretary/Treasurer	Steve Coburn	Town of Neenah	(920) 470-1121
Commissioner	Corey Gordon	Menasha	(920) 967-3610
Commissioner	Greg Weyenberg	Neenah	(920) 722-6634
Commissioner	Ray Zielinski	Menasha	(920) 725-1488
Commissioner	Dale Youngquist	Village of Fox Crossing	(920) 419-3710
Commission Attorney	Matthew Parmentier	Dempsey Law	(920) 235-7300
Commission Attorney	Vanessa Wishart	Stafford Rosenbaum LLP	(608) 210.6307
Plant Manager	Paul Much	MCO	(920) 475-0054
Maintenance Manager	Rob Franck	MCO	(920) 450-1701
Lead Operator	Pat Bougie	MCO	(906) 399-8734

2.2 Internal Communication Procedures

Contracted MCO operations staff will call MCO Management for all treatment facility and collection system emergencies. MCO staff has a contact list of all vendors that may be required during emergency call outs. The contact list can be found in Appendix A.

2.3 Member Community Education Program

Because a collection system is a large community asset that is out-of-sight, out-of-mind, it is important to communicate the benefits of a CMOM program to the public. NMSC has a proactive public information/education program aimed at educating the member communities on NMSC's CMOM program as well as costs that will be borne by those users.

2.4 Certified Wastewater Operator Certification and Training

The Certified Operator in Charge must have the following Certifications to operate the NMSC's WWTP and Collection System and annual training is required to maintain the certifications. Operator certification and continuing education requirements can be found on the DNR Website:

A1 Advanced Suspended Growth Processes
B Advanced Solids Separation
C Advanced Biological Solids/Sludges
P Advanced Phosphorus
D Advanced Disinfection
L Advanced Laboratory
SS Sanitary Sewage Collection

Operational Staff will be trained annually for proper safety related to the operation and maintenance of the WWTP and Collection System. This includes confined space and proper use of personal protective equipment. MCO has annual safety training and records are maintained by MCO management.

SECTION 3 – LEGAL AUTHORITY

Adequate legal authority is the foundation of a successful CMOM program. In order to operate and maintain your sewer system, you must have certain legal mechanisms in place. Legal authority provides the utility with the ability to establish sewer service charges, to regulate and control the type, volume and strength of wastewater being discharged into the sewer system; to regulate grease from restaurants and institutions; to connect new developments; to plan and specify sewer design, installation and maintenance; to require private sewer inspections and rehabilitation; and to enforce actions for noncompliance, permits, fees, and fines.

3.1 Legal Authority (Wisconsin DNR check list)

Neenah-Menasha Sewerage Commission Ordinance-Contract (Amended June 28, 2016).
The ordinance contract was adopted by the member communities in 1982 under State Statutes 66.30 (now 66.0301). The Contract provides the Commission with all of its powers and responsibilities.

Pretreatment or industrial Control Programs (list all significant users).
NMSC has a DNR approved pretreatment program. The pretreatment ordinance provides NMSC with the full legal authority for program implementation. Currently 11 industrial users are permitted under the pretreatment program. They are as follows:

- Neenah Packaging 1645 Bergstrom Rd. Box 2500, Neenah, WI 54957-2500
Contact – Jennifer Vasseau – (920) 751-1254
- Gunderson Inc. 41 Main Street, Menasha, WI 54952
Contact – Trisha Sullivan – (920) 727-4002
- Industrial Towel and Uniform 945 Appleblossom Dr., Neenah, WI 54956
Contact - Mike Bond – (920) 729-6100
- Intertape Polymer Corp, 741 Fourth Street, Menasha, WI 54952
Contact – Carson Florio – cflorio@itape.com
- KC Experimental Mill, 126 N. Commercial Street, Neenah, WI 54956
Contact – Ken Gruennert - (920) 202-6808
- Georgia Pacific, Neenah Technical Center, Box 899 1915 Marathon Ave.
Neenah WI 54956-0899
Contacts – Kurt Adams (920) 729-8000, Barb Moravec (920) 729-8061
- Alliance Industries, Inc. 320 Appleton Street, Menasha, WI 54952
Contacts – Kevin Jacobe – 886-2742
- Sonoco – U.S. Mills, 69 Washington St., Menasha, WI 54952

Contact – Cory Smith – (920) 729-6873.

- Neenah Foundry, 2121 Brooks Avenue, Neenah, WI 54956
Contact – Craig LeNoble (920) 727-7000
- Horseshoe Beverage, 590 Enterprise Drive, Neenah, WI 54956
Contact – De Salanche Elusme – (239) 961-0366.
- Galloway Company, 601 S. Commercial St., P.O. Box 0609, Neenah, WI 54957-0609
Contact – Stephen Perks – (920) 722-7741

Pretreatment records are found at the NMSC, Room 119A and are maintained by Emily Franklin, Laboratory Manager / Pretreatment Coordinator.

- Fat, Oil, and Grease (FOG) control (list all FOG contributing users).
NMSC has the authority to require grease, oil, and sand interceptors for commercial and industrial users when they are necessary for the proper handling of liquid wastes containing floatable grease in amounts in excess of those specified in the Sewer Use Ordinance. NMSC requires all businesses and entities (schools, churches) that prepares food to install and maintain grease traps. These businesses are required to apply for a FOG permit every three years (\$300/ 3 years) which requires cleaning and inspection records to be submitted to NMSC every year. A copy of the NMSC FOG Ordinance can be found in Appendix B.
- Illicit Discharges by commercial or industrial users.
In the July of 2024 Sonoco and Galloway discharge excessive loadings resulting in several violations of NMSC's WPDES permit. Both industries were issued a violation letter and fined.
- Private Property Clear Water (sump pumps, roof or foundation drains)
Private property clear water removal is the responsibility of the member communities.
- Private lateral inspections / repairs.
Private laterals are the responsibility of the member communities.
- Service and Management Agreements (list the agreements)
- Enforcement Actions (discuss the steps and procedures)
NMSC has an enforcement response program outlined in its approved pretreatment program. The pretreatment program is filed at the wastewater treatment plant in room 119A by the Laboratory as well as electronically stored on NMSC's server.

NMSC ordinance contract also provides authority to NMSC to require member communities to ensure all wastewater discharge to the regional system is in compliance with NMSC's ordinances. NMSC may also require member communities to institute clear water removal programs.

SECTION 4 – OPERATION AND MAINTENANCE

Collection system Operation and Maintenance is the essential element of a successful CMOM program. Proper maintenance of the collection system will prolong its viability, and minimize system failures and service interruptions. The NMSC's Operation and Maintenance tasks and frequencies for the collection system are shown below.

NMSC owns and maintains 1.26 Miles of Sanitary Sewer Interceptor.

4.1 Operation and Maintenance Activities

Does your Collection System Annual Maintenance Program include the following activities? Check those items you have done in the last twelve months.

- Cleaning (% of system per year)**
The purpose of sewer cleaning is to maintain continuous service to customers and mitigate the likelihood of sanitary sewer overflows and basement backups. Accumulation of debris, roots and grease over time may cause a blockage and an interruption of conveyance in the sewer. An interruption of conveyance may result in sanitary sewer overflows and backups of sewage into basements. NMSC contracts with a utility contractor to clean 100% of the commission owned interceptors every 5 years, or as needed.
- Root Removal (% of system per year)**
Like cleaning root removal is a necessity to prevent sanitary backups and sanitary sewer overflows. NMSC has implemented a sanitary mainline and lateral televising program. When excessive roots are identified in the collection system they are removed by the televising contractor.
- Flow Monitoring (% of system per year)**
- Smoke Testing (% of system per year)**
- Sewer Line Televising (% of system per year)**
NMSC contracts with a utility contractor to televise 100% of the commission owned interceptors every 5 years, or as needed. This is coordinated with the interceptor cleaning.
- Manhole Inspections (% of system per year)**
Manhole structures are the principle means of access for proper collection system maintenance. Effective manhole inspection and rehabilitation is necessary to improve structural integrity, address public safety related issues, and implement general system maintenance needs of the collection system, all of which can contribute to infiltration and inflow (I/I) and illicit discharges. NMSC inspects 50% of the Commission's manholes each year to identify deficiencies.
- Lift Station O&M (# per L.S./year)**
NMSC does not own a liftstation.

- Manhole Rehabilitation (% of manholes rehabbed)
NMSC inspects 50% of the Commission's manholes per year. Any manhole found to be defective is repaired. Inspection and repair records are maintained by the Commission, and are on file at the wastewater treatment plant.
- Mainline Rehabilitation (% of sewer lines rehabbed)
The NMSC will rehabilitate any of their interceptors as needed based on televising results.
- Private Sewer Inspections (% of system/year)
Private sewer inspections are the responsibility of the member communities.
- Private Sewer I/I Removal (% of private services)
Private sewer I/I removal is the responsibility of the member communities.

SECTION 5 – DESIGN/PERFORMANCE PROVISIONS

NMSC uses the following design and performance standards to ensure that the sewer meets local, state, and federal code requirements.

5.1 Design and Performance Standards Procedures

Check those that apply to your collection system and include these documents in your written CMOM program.

- State Plumbing Code.
Department of Safety and Professional Services Chapter SPS 382, Wisconsin Administrative Code – Design, Construction, Installation, Supervision, Maintenance and Inspection of Plumbing. This code is intended to provide uniformly to the design, construction, installation, supervision, maintenance and inspection of plumbing, including but not limited to sanitary and storm drainage, water supplies, wastewater treatment, and dispersal or discharge for buildings. SPS 382 must be followed when designing and constructing residential and commercial plumbing and pipes.
- State Sewerage System Code(s)
Department of Natural Resources Chapter NR 110, Wisconsin Administrative Code – Sewerage Systems must be followed when designing and constructing sewage conveyance systems.
- Local communities may have their own standards and requirements, specific to community needs, in the design and construction of building plumbing and sewerage systems.

5.2 Who designs and inspects the sewer system and what standards and procedures are followed?

Check those that apply below and identify the standards and procedures that are followed for each.

- Municipal employees for sewer design work**
Contracted to an engineering firm.
- Municipal employees for sewer construction inspection work**
Contracted to an engineering firm.
- Contracted services for sewer design work.**
NMSC contracts sewer design work to an engineering firm.
- Contracted services for sewer construction inspection work.**
NMSC contracts inspection work to an outside engineering firm or project contractor.

SECTION 6 – OVERFLOW EMERGENCY RESPONSE PLAN

Member communities of the NMSC are responsible for procedures and equipment to respond to overflows and other collection system emergencies that may arise. Records of emergencies and responses as they relate to the collection system are maintained by the member communities.

6.1 Emergency Capability

Check those items which you have in place.

- Alarm System and Routine Testing.**
Member Communities are responsible for alarm system and routine testing of their lift stations.
- Emergency Equipment**
Emergency equipment is stored and maintained by the member communities.
- Emergency Procedures.**
It is the responsibility of member communities to response to overflows and basement backups.
- Mutual Aid Agreements**



Communications/Notifications (DNR, Internal, Public, Media, etc.)

Public Notification (City Officials, Contract Operations Firm Managers, Local DNR, Local News Paper)

1. NMSC contracts the operation of their wastewater treatment facilities to Midwest Contract Operations, Inc. (MCO). It is the responsibility of MCO management and MCO's manager in NMSC to Notify the Commission and Local DNR of an overflow from the NMSC interceptors or wastewater treatment plant.
2. NMSC notifies the local DNR department by telephone or email as soon as practicable, but no later than 24 hours from the time the City becomes aware of the overflow. NR 210.21 (3) (a).
 - Mark Stanek (DNR Wastewater Engineer)
 - Phone - (920) 424-7895
 - Email – Mark.Stanek@Wisconsin.gov
3. NMSC contracted staff prepares the Sanitary Sewage Overflow Notification Form 3400-184 and submits it electronically via the DNR Switchboard it to the local DNR representative no later than five days from the time that the staff becomes aware of the Overflow. If an overflow lasts for more than five days, an initial report shall be submitted within 5 days as required in NR 210 and an updated report submitted following cessation of the overflow.
4. If a spill event would occur that did not come from the sanitary sewer (sludge spill from hauling or some other wastewater related spill) in addition to contacting the NMSC's DNR Engineer plant staff will immediately contact the DNR Spills Hotline at: 1-800-943-0003. Plant staff will also contact the Winnebago County Sheriff at (920) 727-2888 if the spill would require roads to be shut down or residents to be evacuated.
5. NMSC contacts the local newspaper (The Post Crescent) for public notification of an overflow event.
 - Post Crescent
 - Phone – (920)-431-8298 – Legal
 - Email - legals@postcrescent.com.

SECTION 7 – CAPACITY ASSURANCE

The NMSC's CMOM Program includes an assessment of the adequacy of the collection system to convey wastewater for new connections. It also reviews the systems current flow to determine where your trouble spots are located. Identifying problem areas allows the NMSC to make necessary repairs and improvements, or, at the very least identify areas to be cleaned and maintained on a specific schedule so that flow capacity is maximized.

7.1 Capacity Assurance (Check those documents you have).

- Current and up-to-date sewer map**
NMSC utilizes a GIS mapping system for their interceptor.
- Sewer system plans and specifications**
Interceptor plans and specifications are located in the NMSC office.
- Manhole Location Map**
The manholes within the commission owned interceptor are identified within the Commission's GIS mapping system.
- Lift Station pump and wet well capacity information**
Member communities are responsible for maintaining their individual lift stations.
- Lift Station O&M manuals**
Member communities are responsible for maintaining their individual lift stations.

7.2 Check those items that have been identified within your sewer system.

- Areas with Flat Sewers**
- Areas with Surcharging**
- Areas with bottlenecks or constrictions**
- Areas with chronic basement backups or SSO's**
- Areas with excess debris, solids or grease accumulation.**
- Areas with heavy root growth**
- Areas with excessive infiltration/inflow (I/I)**
- Sewers and manholes with severe corrosion**
- Sewers with severe defects that affect flow capacity**
- Adequacy of capacity for new connections**
- Lift Station capacity and/or pumping problems**
- Wet weather relief points or overflow structures (if any)**

SECTION 8/9 – ANNUAL SELF AUDIT / SPECIAL STUDIES

The success of the Commission’s CMOM program depends upon the careful review of the CMOM Program annually. Analysis should be performed on improvements and successes that have been seen, where budgeted money was most effective, and areas that need improvement to meet compliance.

The Compliance Maintenance Annual Report (CMAR) Collection System section is, in part, an annual self-evaluated or audit of the collection system CMOM program. Once the data is entered in the CMAR, trend graphs can be created representing the annual performance compared to previous year’s performance. In theory, an effective O&M Program over time should result in a reduction in I/I (peaking factors), SSO’s, basement backups, complaints, and equipment and pipe failures.

8.1 NMSC’s Collection System Performance Indicators

Lift Station Failures (failures/lift stations/year)

Description: A Lift Station Failure is a condition that results in station overflows or an unacceptable surcharge of the collection system.

The Lift Station Failure for 2024 is 0.00 failures/lift station/2024.

Sewer Pipe Failures (pipe failures/sewer mile/year)

Description: A sewer pipe failure is a pipe failure which has lost its structural integrity as evidence by total or partial collapse.

The Sewer Pipe Failure for 2024 is 0.00 pipe failures/sewer mile/2024.

Sanitary Sewer Overflows (number/sewer mile/year)

Description: Sanitary Sewer Overflow means a discharge, spill, release or diversion of wastewater to a water of the state or to the ground surface from a sanitary sewage collection system prior to the point the collection system enters the wastewater treatment works. This does not include basement backups.

The Sanitary Sewer Overflow for 2024 is 0.00 SSO’s and TFO’s/sewer mile/2024.

In 2024 the Commission experienced 0 treatment facility overflows (TFO).

Basement Backups (number/sewer mile)

Description: Basement Backup means sewage in the basement of any public or private building caused by blockage or by excess water entering in the publicly owned sewage collections system. An accumulation of sewage in a basement caused by blockage or failure of the building lateral shall not be considered a basement backup. Sewer system blockage means the structural collapse of a sewer or an accumulation of material in a sewer such that the sewage flow is slowed down or stopped from flowing down the sewer pipe.

The Basement Backups for 2024 is 0.00 backups/sewer mile.

- Complaints (number/sewer mile)**
Description: A customer complaint related to the performance of the municipal collection system, including issues such as backups, overflows, and loose manhole covers. Odor complaints are not to be included unless directly related to a problem with the sanitary sewer.

The Complaints for 2024 is 0.00 complaints/sewer mile.

- Peaking Factor Ratio (Peak Monthly: Annual Daily Average)**

The Peaking Factor Ratio for 2024 is 3.3

- Peaking Factor Ratio (Peak Hourly: Annual Daily Average)**

The Peaking Factor Ratio for 2024 is 0.0

8.2 Special Studies

From time to time a utility or municipality may conduct special studies on its wastewater collection system.

(Check and cite the year of any studies)

- Infiltration/Inflow (I/I) Analysis**
Evaluates wastewater flow occurring throughout the collection system to identify specific infiltration and inflow components and whether these flow components are excessive.
- Sewer System Evaluation Survey (SSES)**
When I/I is excessive, an SSES study will assess costs for removing I/I versus conveying and treating it, and identifies a cost-effective collection system rehabilitation program to remove excessive I/I.
- System Evaluation and Capacity Assurance Plan (SECAP)**
Contains elements of both the I/I and SSES analyses, but is typically more focused on SSO occurrences and developing recommendations to abate or eliminate SSO's as it relates to capacity issues.
- Lift Station Evaluation Report**
An assessment of lift station conditions, capacity limitations, and recommendations for improvement.
- Others:**

SECTION 10 (CMAR) COMPLIANCE MAINTENANCE ANNUAL REPORT

10.1 NMSC's Compliance Maintenance Annual Report (CMAR)

The Compliance Maintenance Program is one of the successful cornerstones of the Wisconsin Department of Natural Resources regulatory Wisconsin Pollutant Discharge Elimination System (WPDES Program). The web-based Compliance Maintenance Annual Report (CMAR) is a self-evaluation report and grading system for Wisconsin's domestic wastewater treatment plants and sanitary sewer systems. Since its beginning in 1987, the Compliance Maintenance Program has been extremely successful in achieving its purpose of encouraging and, where necessary, requiring owners of publicly and privately owned domestic wastewater treatment works to take necessary actions to avoid water quality degradation, and prevent violations of WPDES permit effluent limits and conditions.

Compliance maintenance promotes an owner's awareness and responsibility for wastewater conveyance and treatment needs; maximizes the useful life and performance of treatment works through improved operation and maintenance; and initiates formal planning, design and construction to prevent WPDES permit violations. Though a conventional and readily understandable grading system, the CMAR brings awareness and understanding to governing officials about wastewater capital and management needs. Governing bodies must review each year's CMAR and pass a resolution regarding it. Low grades require recommendations or action plans by the community to address the cause of any problems or deficiencies and improve the system.

Owners of wastewater treatment facilities as well as collection systems, include satellite systems, are required by Wisconsin Administrative Code Chapter NR 208 – Compliance Maintenance to electronically submit an annual report. The Sanitary Sewer Collection System section can be found on the next four pages. Performance indicators and trend graphs are automatically generated as part of this section of the CMAR to help operators evaluate the success of their CMOM or O&M program. The questions in the CMAR are to guide Operators in developing a CMOM Program, and in the operation and maintenance and financial management of their collection system.

The Plant Manager is responsible for completing the CMAR. The completed CMAR will be submitted to the NMSC prior to June 30th for their review and resolution approving the CMAR.

APPENDIX A EMERGENCY CONTACT (VENDOR) LIST

VENDOR LIST

Ace Hardware	920-727-3861
AIRGAS- EAST	920-734-7173
APPLIED INDUSTRIAL TECH	920-739-5351
BATTERIES PLUS- EAST	920-380-0011
BATTERIES PLUS- WEST	920-749-9292
BERGSTROM FORD- NEENAH	888-867-5981
CED- ELECTRIC SUPPLY	920-730-9440
COLUMBIA PIPE AND SUPPLY (JIM BRICKHAM EXT.2101)	920734-9370
CRESCENT ELECTRIC	920-734-4517
DORNER CO. - VALVES (Doug Sprangers)	262-932-2100
EZ GLIDE OVERHEAD DOORS	920-788-3561
FASTENAL (NEENAH)	920-969-1527
FERGUSON WATERWORKS (DAVIES WATER)	920-731-3252
FIRST SUPPLY (GENERAL - PIPING)	920-739-3136
GRAINGER	920-731-9515
GREAT LAKES TV AND SEAL	920-863-3663
KRUEGER'S HARDWARE	920-722-1588
KUNDINGER FLUID POWER	920-720-5000
LEE'S CONTRACTING	920-788-6442
LEVENHAGEN OIL - OFFICE	920-733-6939
LINCOLN CONTRACTOR SUPPLY	920-757-1901
L & S Electric	920-730-0203
Morton Safety	920-727-3861
RIESTERER AND SCHNELL	920-751-8787
SMT SUPPLY- BELTS AND BEARINGS	920-733-8501
SPEEDY CLEAN DRAIN AND SEWER	920-734-4707
TOTAL TOOL	920-687-4061
VACUUM PUMP AND COMPRESSOR	800-361-6713
VAN ZEELAND AUTO- NEENAH	920-722-1149
VIKING ELECTRIC SUPPLY- OSHKOSH	920-236-6040
WERNER ELECTRIC SUPPLY- APPLETON	920-815-4050
WINNEBAGO LIQUID WASTE	920-235-7580

APPENDIX B NMSC FOG ORDINANCE



NEENAH-MENASHA SEWERAGE COMMISSION 101 Garfield Avenue • Menasha, Wisconsin 54952-3397
 (920) 751-4760 • Fax (920) 751-4767 • e-mail info@nmsscwwlp.com

**NEENAH-MENASHA SEWERAGE COMMISSION (NMSC) RESOLUTION 2019-1
 PROMULGATING A POLICY REGULATING AND PROHIBITING DISCHARGE
 OF ANIMAL AND VEGETABLE FATS, OILS, GREASE, FOOD WASTES AND
 RELATED MATERIALS INTO ITS WASTEWATER TREATMENT FACILITY
 THAT SUPERSEDES AND REPLACES
 RESOLUTION 2009-1.**

RECITALS

WHEREAS, NMSC continues to experience wastewater treatment problems caused and or related to discharges of animal and vegetable fats, oils, grease and food byproducts and waste by Food Service Facilities into its wastewater treatment facility and,

WHEREAS, the problems caused by or associated with said discharges from Food Service Facilities have or may interfere with the efficient operation of the wastewater treatment facility by causing plugging and/or blockages of the system pipes, heat exchangers and pumps and,

WHEREAS, the problems caused or associated with fats, oils, grease and food byproducts from Food Service Facilities may contribute waste of a strength or form that may cause a violation of NMSC'S WPDDES Discharge Permit or create waste that is beyond the treatment capability of the wastewater facility and,

WHEREAS, violation of the WPDDES permit may subject NMSC to fines and other sanctions from WDNR and,

WHEREAS, since implementing Resolution 2009-1, enough Food Service Facilities have failed to comply with the requirement of obtaining and maintaining a general permit from the NMSC to allow the NMSC to monitor the prevention of said discharges into the wastewater treatment system so that a method of enforcement is now required for compliance and,

WHEREAS, the Pretreatment Rules and Regulations duly adopted by NMSC allow the Commission the legal authority to regulate said discharges and adopt enforcement measures against violators.

NOW, THEREFORE, NMSC adopts the attached Fats, Oils, and Grease Regulations and Procedures to insure compliance with NMSC Pretreatment Regulation and WPDDES Permit requirements, and to insure the effective and efficient operation of the wastewater treatment facility. The Regulations and Permit Procedure shall become effective as of the date of passage of this Resolution.

PASSED AND ADOPTED by the NMSC on February 26, 2019

AYES 7

NAYS 0

NEENAH-MENASHA SEWERAGE
COMMISSION

By: Dale A. Youngquist
Dale Youngquist, President

By: Steve Coburn
Steve Coburn, Secretary/Treasurer



**NEENAH-MENASHA SEWERAGE COMMISSION FOOD SERVICE FACILITIES
FATS, OILS, AND GREASE REGULATIONS AND PROCEDURES EFFECTIVE
FEBRUARY 26, 2019 THAT SUPERSEDE AND REPLACE A FEBRUARY 24, 2009
REGULATIONS AND POLICY**

Section 1: Purpose and Scope

The purpose of the general Food Service Facility permit is to control discharges from restaurants, bars, churches, public or private halls or clubs, grocery stores and any other entity that operates a food service facility within its business, into the public sewerage collection system and wastewater treatment facility that interfere with the operations of the system, cause blockage and plugging of pipelines and heat exchangers, interfere with normal operation of pumps and their controls, and contribute waste of a strength or form that either causes a violation of NMSC's WPDES permit, or is beyond the treatment capability of the wastewater treatment plant.

Section 2: Definitions

A: Best management practice

Standard operating procedure of food service facilities that reduce or eliminate the discharge of fats and grease into the sanitary sewer system.

B: Food Service Facility

Those establishments either primarily or secondarily engaged in activities of preparing, serving, or otherwise making available for consumption foodstuffs and that use one or more of the following preparation activities: cooking by frying, baking, grilling, sautéing, rotisserie cooking, broiling, boiling, blanching, roasting, toasting, or poaching. Also included are infrared heating, searing, barbecuing, and any other food preparation activity that produces a hot, non-drinkable food product in or on a receptacle that requires washing. These facilities include but are not limited to restaurants, bakeries, cafeterias, hotels, motels, hospitals, nursing homes, schools, grocery stores, churches, caterers, convenience stores, movie theaters, or any other sewer users as determined by NMSC who discharge applicable waste.

C: Grease

Material composed primarily of fats, oil, and grease (FOG) from animal or vegetable sources. The terms fats, oil, and grease shall be referred to, collectively, as "grease." This does not include petroleum or mineral based products.

D: Grease interceptor

A device for separating and retaining waterborne greases and grease complexes prior to the wastewater exiting the interceptor and entering the sanitary sewer collection system and treatment system. These devices also serve to collect settleable solids, generated by and from food preparation activities, prior to the water exiting the interceptor and entering the sanitary sewer collection and treatment system.

E: User

Any person or establishment who operates a Food Service Facility of any type that contributes, causes, or permits the contribution of discharge of wastewater into NMSC's wastewater collection and treatment system.

Section 3: Control Plan for FOG and food waste

A: Any new construction, renovation, or expansion of Food Service Facilities shall be required to obtain from the NMSC a general permit by applying for and paying a \$300.00 general permit fee and submit to NMSC a FOG and food waste control plan that will effectively control the discharge of undesirable materials into the wastewater collection system. The general permit must be obtained prior to the Food Service Facility being placed in operation.

B: Any existing Food Service Facility that has not been issued a general permit from the NMSC shall be required to obtain a general permit by applying for and paying a \$300.00 general permit fee and submit a FOG and food waste control plan that will effectively control the discharge of undesirable materials into the wastewater collection system. This will include, but not be limited to, best management practices (BMP's) and grease interceptors. Existing facilities shall not be exempt from this requirement. No Food Service Facility will be "grandfathered" because NR 211.10, et seq., Wisconsin Administrative Code, does not provide for "grandfathered" status due to the health, safety and welfare concerns of preventing grease from entering a municipal WWTP.

C: Any new owner of an existing Food Service Facility must submit a new general permit application and a new FOG and food waste control plan to NMSC because the general permit is tied to the owner and not the facility.

D: Any existing Food Service Facility terminating operations must notify NMSC the exact date and time operations will terminate.

Section 4: General Criteria

A: Installation requirements

All existing, proposed, or newly remodeled Food Service Facilities inside the NMSC sewer service area shall be required to install, at their expense, an approved, properly operated and maintained grease interceptor. Existing facilities shall not be exempt this requirement. No Food Service Facility will be "grandfathered".

B: Sanitary sewer flows

Sanitary sewer flows from toilets, urinals, lavatories, etc. shall not be discharged into the grease interceptor. These flows shall be conveyed separately to the sanitary sewer service lateral.

C: Floor drains

Only floor drains which discharge or have the potential to discharge grease shall be connected to a grease interceptor.

D: Garbage disposals

It is recommended that solid food waste products be disposed of through normal solid waste/ garbage disposal means through best management practices (BMP's). If a disposal is used it must be connected to the grease interceptor. The use of disposals is discouraged since it decreases the operational capacity of grease interceptors and will require an increased pumping frequency to ensure continuous and effective operation.

E: Dishwashers

Commercial dishwashers must be connected to the grease interceptor. Dishwashers discharge soap and hot water which can melt grease and allow it to pass through an undersized grease interceptor. Interceptors must be sized accordingly to allow enough detention time to allow water to cool and grease to solidify and float to the top of the interceptor.

F: Location

Grease interceptors shall be installed outside the building upstream from the sanitary sewer service lateral connection. This will allow easy access for inspection, cleaning, and removal of the intercepted grease at any time. A grease interceptor may not be installed inside any part of a building without written approval by the NMSC.

G: Discharge Limits

No Food Service Facility shall allow wastewater discharge to exceed a daily maximum of 100 mg/L of grease.

Section 5: Design Criteria

A: Construction

Grease interceptors shall be constructed and sized in accordance with the regulations promulgated at SPS 382.34 Wisconsin Administrative Code.

B: Access

Access to grease interceptors shall always be available to allow for proper maintenance and inspection.

Section 6: Grease interceptor maintenance

A: Cleaning/ Pumping

The Food Service Facility at their expense shall maintain all grease traps and interceptors to assure proper operation and efficiency and meet discharge limits. Maintenance of grease interceptor shall include the complete removal of floating and settled solids and inspecting and/or repairing any portion of the interceptor that is not functioning properly. Grease hauling shall be performed by a qualified licensed hauler. The Food Service Facility must be able to provide with documentation date, condition of interceptor after pumping including repairs needed, name, license #, and phone # of hauler, how much was pumped, where waste was disposed, phone number of waste disposal site, and a copy of original manifest from waste hauler. Documentation must be in a readily accessible location for NMSC personnel to inspect. Documentation must be retained for a period of no less than 3 years.

B: Cleaning/ Pumping frequency

Grease interceptors must be pumped out completely every six months. However, given that food preparation methods vary greatly, some interceptors may need to be pumped on a more frequent basis and that frequency shall be determined by NMSC.

C: Submittal of Records

Each Food Service Facility shall submit all cleaning and maintenance records to the NMSC. The maintenance records shall include the following information:

1. Facility name, address, contact person, and phone number
2. Company name, address, phone number, and contact name of person responsible for performing the maintenance, cleaning, pumping, or repair of grease trap
3. Types of maintenance performed
4. Dates maintenance was performed
5. Copies of hauler manifest

The Food Service Facility will be required to submit annual maintenance records to NMSC by January 31st.

D: Inspections

NMSC personnel will perform periodic inspections of Food Service Facilities and will notify the facility of additional required maintenance or repairs. Upon written notification by NMSC, the facility shall be required to perform the maintenance and submit a remediation report to NMSC within 21 calendar days. Upon inspection by the NMSC, the facility may be required to install, at his/ her expense, additional controls to provide a complete system that prevents discharges of undesirable materials into the wastewater collection system.

Section 7: Chemical and Biological additives

Chemical and biological treatments such as drain cleaners, enzymes, bacteria, acid, or any other chemical or biological additives to emulsify or remove grease is strictly prohibited.

Section 8: Enforcement and Penalties

- A. Any Food Service Facility that exceeds the maximum daily concentration of 100 mg/l. grease will be fined up to \$500.00 per offense.
- B. Any new Food Service Facility that fails to obtain a general permit and fails to submit a FOG and food waste control plan prior to opening the facility for business will incur a fine of up to \$50.00 per day until the general permit is issued.
- C. In its discretion, the NMSC may also seek an injunction from a court of competent jurisdiction to prohibit the operation of any business operating a Food Service Facility without an NMSC issued general permit due to the irreparable harm to the public if grease enters the POTW.
- D. Any Food Service Facility who has not submitted maintenance records by January 31st will be fined no more than \$50.00 per day late.

- E. Any Food Service Facility, after inspection by NMSC, that has not made the necessary repairs or remediation, and submitted a remediation report as ordered by NMSC within 21 calendar days, will be fined no more than \$100.00 per day late.
- F. Any Food Service Facility found using chemical and/or biological additives to emulsify or remove grease will be fined no more than \$100.00 for the 1st offense, \$300.00 for the 2nd offense, \$1,000.00 for the 3rd offense, and \$2,000.00 thereafter per offense.
- G. Any user exceeding the maximum daily concentration of 100 mg/l. grease, will be fined no more than \$500.00 per offense.
- H. Any Food Service Facility found guilty of falsifying maintenance and manifest records will be fined \$1,000.00 for 1st offense, \$3,000.00 for 2nd offense, \$5,000.00 for 3rd offense and possible revocation of permit. In addition, further criminal charges and penalties may be applicable.
- I. In event any Food Service Facility is fined, for any described reason, the NMSC retains the discretion to require the Food Service Facility to post a bond in the amount of \$5,000.00 before being granted the ability to operate any part of the business that involves the discharge of grease. The purpose of the bond shall be to ensure payment of any future proven violations of this policy. The bond will be released if the Food Service Facility operates for three years without any violations. Subsequent violations may result in future bonding requirements.

Section 9: Permit Fee

The general permit fee is \$300.00. The permit shall be effective for a three-year period. Then, another general permit fee of \$300.00 must be paid to renew for an additional three-year period. The general permit fee must be paid when the general permit application is filed with the FOG and food waste control plan. In the event the NMSC waives the general permit requirements as is within its discretion by Section 10, below, the general permit fee will be returned to applicant.

Section 10: Waiver of Permit Requirements

NMSC may waive the permit requirement for those Food Service Facilities, that after inspection by NMSC personnel, pose no threat of discharging quantities of FOG materials into the public sewerage system that would interfere with the efficient operation of the wastewater treatment facility. Any waiver granted must be approved by the Manager of NMSC and all waivers shall be reported to the Commission.

Section 11: Blanket Waiver of Permit Requirements

In the event a Contracting Municipality has in place a Food Service Facility plan that in the opinion of NMSC is as effective in regulating discharge of FOG as the NMSC program, the Manager may grant to said Contracting Municipality a blanket waiver from NMSC's FOG regulations. Any blanket waiver shall also be subject to approval by the Commission.

WI Department of Natural Resources 2025 Environmental Fee Invoice

Page 2 - Itemized Fees as of Monday, May 12, 2025

Name: NEENAH-MENASHA SEWERAGE COMMISSION WWTF

Facility ID: 471005590

Air Emission Fees

Fee Category	Quantity	Units	Rate	Total Fee	Amt Paid	Balance Due
Annual Fee - Class Code B Sources		Fee	\$400	\$400.00	\$0.00	\$400.00

Lab Certification Fees

Fee Category	Quantity	Units	Rate	Total Fee	Amt Paid	Balance Due
Renewal Base Fee	10	Rvu	\$85.00/RVU	\$850.00	\$0.00	\$850.00
Renewal Matrix Fee	5	Rvu	\$85.00/RVU	\$425.00	\$0.00	\$425.00
Renewal Tech/Class Fee - Aqueous	7	Rvu	\$85.00/RVU	\$595.00	\$0.00	\$595.00
Total				\$1,870.00	\$0.00	\$1,870.00

NR101 Wastewater Fee Adjustment Factor for 2025 is 2.4510 Permit WI-26085

Fee Category	Quantity	Units	Rate	Total Fee	Amt Paid	Balance Due
BOD5, Total	184604.77	Pounds	\$.0330			
Chlorine, Total Residual	36.1952	Pounds	\$26.3160			
Nitrogen, Ammonia (NH3-N) Total	1367.3776	Pounds	\$.1000			
Nitrogen, Ammonia (NH3-N) Total	3090.9364	Pounds	\$.2270			
Nitrogen, Ammonia (NH3-N) Total	994.7827	Pounds	\$.0910			
Nitrogen, Ammonia (NH3-N) Total	364.7796	Pounds	\$.0560			
Phosphorus, Total	8424.7904	Pounds	\$.3400			
Suspended Solids, Total	225482.81	Pounds	\$.0330			

NR101 Wastewater Fee Average for year 2025 Permit WI-26085

Fee Category	Quantity	Units	Rate	Total Fee	Amt Paid	Balance Due
Average BOD5, Total	5	Years	Fee	\$12,071.54	\$0.00	\$12,071.54
Average Chlorine, Total Residual	5	Years	Fee	\$466.92	\$0.00	\$466.92
Average Mercury, Total Recoverable	5	Years	Fee	\$13.96	\$0.00	\$13.96
Average Nitrogen, Ammonia (NH3-N) Total	5	Years	Fee	\$6,496.39	\$0.00	\$6,496.39
Average Phosphorus, Total	5	Years	Fee	\$7,216.11	\$0.00	\$7,216.11
Average Suspended Solids, Total	5	Years	Fee	\$10,722.21	\$0.00	\$10,722.21
Total				\$36,987.13	\$0.00	\$36,987.13

Stormwater Fees

Fee Category	Quantity	Units	Rate	Total Fee	Amt Paid	Balance Due
Stormwater Tier Two Fee		Fee	\$130.00	\$130.00	\$0.00	\$130.00

Wastewater Groundwater Fees

Fee Category	Quantity	Units	Rate	Total Fee	Amt Paid	Balance Due
Disposal of Sludge/Solids		Fee	\$100.00	\$100.00	\$0.00	\$100.00

Total Environmental Fee

\$39,487.13

Laboratory Certification/Registration Fees:

Fees and acceptable reference sample results are required by NR 149 to renew your Wisconsin Laboratory Certification or Registration. The renewal fee is calculated based on your current status. To avoid a late fee and expiration, this fee should be paid by the due date regardless of whether other fees on this statement are in dispute. This fee covers your laboratory's certification or registration for the period of September 1, 2025 - August 31, 2026.

Air Emission Fees:

Fees are required by s. 285.69(2), (2c) and (2m), Wis. Stats., and ch. NR 410. These fees are based on actual facility emissions and/or permit and source regulatory status during calendar year 2024. Facilities report actual emissions on the electronic Annual Reporting System via the internet in accordance with NR 438 requirements.

NR 101 Wastewater Fees:

Fees are required by NR 101, s. 283.31(8) and s. 299.15, Wis. Statutes. The fee can be a \$95 CAFO fee and/or either a \$250 or \$500 base fee or an averaged discharge fee, based on information you reviewed on the annual NR 101 Wastewater Report. This fee covers calendar year 2024 wastewater discharges.

Wastewater Groundwater Fees:

Fees are required for facilities that dispose wastewater and/or sludge on the land by section 283.31(7), Wis. Statutes. The fee is \$100 for land disposal of either wastewater or sludge, or \$200 for both. This fee covers calendar year 2024 discharges.

Storm Water Fees:

Fees are required by Ch. NR 216, Wis. Adm. code, for holders of a general storm water permit. The fee is either \$130 for a Tier 2 or Nonmetallic Mining permit, \$260 for a Tier 1 permit or more for a Municipal permit. This permit fee covers operations during any part of calendar year 2025. Non-payment of these fees may result in referral to a collection agency and potential harm to your credit rating.

CASH & INVESTMENT REPORT

MAY, 2025

<u>INVESTMENTS</u>						
On May 31, 2025 the NMSC had funds invested in the following:						
	<u>RATE</u>	<u>TERM</u>				
Nicolet National Bank - ICS CDARS -	4.29%	daily	\$857,930	Repl	(Apr-4.29%)	
Nicolet National Bank - ICS CDARS -	4.29%	daily	\$120,000	Depr	(Apr-4.29%)	
Nicolet National Bank - ICS CDARS -	4.29%	daily	\$74,009	Op	(Apr-4.29%)	
Nicolet National Bank - ICS CDARS -	4.29%	daily	\$357,965	CWF-Int	(Apr-4.29%)	
Nicolet National Bank - ICS CDARS -	4.29%	daily	\$1,166	CWF-Debt	(Apr-4.29%)	
Community First CU - Savings	0.00%	daily	\$2	Repl		
Nicolet - Money Market (Operations) -	0.01%	daily	\$1,001		(Apr = 0.01%)	
Nicolet - Money Market (Depreciation) -	0.01%	daily	\$1,001		(Apr = 0.01%)	
Nicolet - Money Market (Replacement) -	0.01%	daily	\$1,443		(Apr = 0.01%)	
Nicolet - Money Market (CWF Debt) -	0.01%	daily	\$1,001		(Apr = 0.01%)	
Nicolet - Money Market (Plant Upgrade) -	0.01%	daily	\$10,011		(Apr = 0.01%)	
Nicolet - Plant Construction Checking -	0.00%	daily	\$1,000	Surplus		
Nicolet-Menasha - Checking -	0.70%	daily	\$130,936		(Apr = 0.70%)	
State of Wisconsin Investment Pool -	4.36%	daily	\$7,582,351		(Apr = 4.39%)	
Petty Cash on Hand -			\$100			
TOTAL INVESTMENTS			\$9,139,917			

<u>RESTRICTED CASH BALANCES</u>				
On May 31, 2025 the NMSC had Restricted Cash Balances of:				
		<u>MAY 2025</u>	<u>MAY 2024</u>	<u>CHANGE</u>
Replacement Fund (gl #125-40)		\$8,166,273	\$7,248,468	\$917,805
Depreciation Fund (gl #125-60)		\$462,438	\$270,753	\$191,685
Funds for Debt payment (prin. & int.)		\$177,668	\$107,626	\$70,042
Surplus Fund (gl #125-90)		\$83,527	\$58,923	\$24,604
TOTAL RESTRICTED CASH		\$8,889,906	\$7,685,770	\$1,204,136
<u>UNRESTRICTED CASH BALANCES</u>				
On May 31, 2025 the NMSC had Unrestricted Cash Balances of:				
		<u>MAY 2025</u>	<u>MAY 2024</u>	<u>CHANGE</u>
Plant Operations (gl #131-00)		\$249,911	\$143,692	\$106,219
Petty Cash (gl #131-10)		\$100	\$100	\$0
TOTAL UNRESTRICTED CASH		\$250,011	\$143,792	\$106,219
TOTAL CASH (Restricted & Unrestricted)		\$9,139,917	\$7,829,562	\$1,310,355

<u>MCO GENERATED INCOME TO THE NMSC</u>			
		<u>2025</u>	<u>2024</u>
	<u>MAY</u>	<u>YR-TO-DATE</u>	<u>YR-TO-DATE</u>
Lab testing	\$5,756.38	\$5,756.38	\$6,399.90
Neenah sampling program	\$1,226.00	\$1,226.00	\$5,391.00
Other Income Generated	\$276.00	\$276.00	\$1,368.00
TOTAL ESTIMATED INCOME		\$7,258.38	\$13,158.90
Thru May, the Commission has received \$24,627.86 in reimbursement from MCO for the above listed income.			

NEENAH-MENASHA SEWERAGE COMMISSION

Summary Income Statement

For the period of 05/01/2025 Through 05/31/2025

	Current Period			Actual	Year To Date		2025 Budget
	2025	2024	Variance		Budget	Variance	
Income Statement							
Operating Revenues from Contract Users	\$425,668.91	\$344,170.50	\$81,498.41	\$1,763,171.86	\$1,720,852.50	\$42,319.36	\$4,130,046.00
Total Operating Expenses	\$421,845.70	\$394,813.94	(\$27,031.76)	\$1,646,099.48	\$1,810,522.96	\$164,423.48	\$4,229,761.00
Other Operating Income (Expense)	\$13,182.67	\$8,309.58	\$4,873.09	\$61,110.76	\$41,547.90	\$19,562.86	\$99,715.00
Net Operating Income	\$17,005.88	(\$42,333.86)	\$59,339.74	\$178,183.14	(\$48,122.56)	\$226,305.70	\$0.00
Other (Income) Expense	(\$94,815.83)	\$530.74	\$95,346.57	(\$248,984.14)	\$6,989.70	\$255,973.84	(\$104,624.95)
Net Income (Loss)	\$111,821.71	(\$42,864.60)	\$154,686.31	\$427,167.28	(\$55,112.26)	\$482,279.54	\$104,624.95

NEENAH-MENASHA SEWERAGE COMMISSION

Summary Balance Sheet (Comparative)

As of 05/31/2025

	2025	2024
Cash	\$250,011.35	\$143,791.50
Restricted Cash	\$8,889,905.57	\$7,685,770.19
Receivable from Users/Others	\$7,994.88	\$16,143.48
Prepaid Expenses	\$201,833.59	\$157,474.73
Total Current Assets	\$9,349,745.39	\$8,003,179.90
Fixed Assets (Net of depreciation)	\$15,075,214.85	\$16,475,364.26
Other Assets	\$0.00	\$0.00
TOTAL ASSETS	\$24,424,960.24	\$24,478,544.16
Current Liabilities	\$459,848.67	\$394,216.54
Long-term Liabilities	\$11,315,132.16	\$12,761,881.57
Equity from Users	\$12,208,735.07	\$10,918,327.39
Retained Earnings - Prior Year	\$14,077.06	\$14,077.06
Retained Earnings - Current Year	\$427,167.28	\$390,041.60
TOTAL LIABILITIES & EQUITY	\$24,424,960.24	\$24,478,544.16

NEENAH-MENASHA SEWERAGE COMMISSION

Income Statement

For the period of 05/01/2025 Through 05/31/2025

	Current Period				Year To Date				2025 Budget
	2025	2024	Variance	%	Actual	Budget	Variance	%	
Revenues									
O & M SERVICES - NEENAH	194,259.01	148,506.58	45,752.43	30.8	814,812.85	742,532.90	72,279.95	9.7	1,782,079.00
O & M SERVICES - MENASHA	93,578.63	56,312.83	37,265.80	66.2	248,851.91	281,564.15	(32,712.24)	(11.6)	675,754.00
O & M SERVICES - TN NEENAH SD	3,509.25	3,709.17	(199.92)	(5.4)	16,376.06	18,545.85	(2,169.79)	(11.7)	44,510.00
O & M SERVICES - FOX CROSSING	53,639.54	44,628.17	9,011.37	20.2	225,360.61	223,140.85	2,219.76	1.0	535,538.00
O & M SERVICES - HARRISON	19,148.37	18,088.58	1,059.79	5.9	91,500.52	90,442.90	1,057.62	1.2	217,063.00
O & M SERVICES - SONOCO/US MILLS	61,534.11	72,925.17	(11,391.06)	(15.6)	366,269.91	364,625.85	1,644.06	0.5	875,102.00
Total Operating Revenues from Contract Users	\$425,668.91	\$344,170.50	\$81,498.41	23.7	\$1,763,171.86	\$1,720,852.50	\$42,319.36	2.5	\$4,130,046.00
Operating Expenses									
PROFESSIONAL FEES	175,478.55	175,853.08	374.53	0.2	857,833.68	890,265.40	32,431.72	3.6	2,121,237.00
SOCIAL SECURITY EXPENSE	0.00	61.17	61.17	100.0	99.45	305.85	206.40	67.5	734.00
ADMINISTRATIVE EXPENSES	39,487.13	49,133.33	9,646.20	19.6	41,096.61	53,666.65	12,570.04	23.4	61,600.00
TELEPHONE	258.21	275.00	16.79	6.1	1,321.47	1,375.00	53.53	3.9	3,300.00
INSURANCE (LIFE, PROPERTY, LIABILITY)	8,081.75	10,282.42	2,200.67	21.4	40,408.75	51,412.10	11,003.35	21.4	123,389.00
ELECTRIC, WATER, NATURAL GAS	56,095.18	57,568.75	1,473.57	2.6	225,724.66	287,843.75	62,119.09	21.6	690,825.00
INDUSTRIAL METERING & SAMPLING EXPENSES	228.70	216.67	(12.03)	(5.6)	767.46	1,083.35	315.89	29.2	2,600.00
SLUDGE HAULING/TESTING/OTHER	38,387.94	37,416.67	(971.27)	(2.6)	200,359.50	187,083.35	(13,276.15)	(7.1)	449,000.00
CHEMICALS	80,319.11	33,197.66	(47,121.45)	(141.9)	126,060.04	152,141.56	26,081.52	17.1	375,366.00
EQUIPMENT MAINTENANCE/REPAIRS	10,849.32	10,458.34	(390.98)	(3.7)	68,080.84	52,291.70	(15,789.14)	(30.2)	125,500.00
OFFICE/LAB/BUILDING/GROUNDS/SHOP	12,659.81	20,350.85	7,691.04	37.8	84,347.02	133,054.25	48,707.23	36.6	276,210.00
Total Operating Expenses	\$421,845.70	\$394,813.94	(\$27,031.76)	(6.8)	\$1,646,099.48	\$1,810,522.96	\$164,423.48	9.1	\$4,229,761.00
Income from Operations	\$3,823.21	(\$50,643.44)	\$54,466.65	(107.5)	\$117,072.38	(\$89,670.46)	\$206,742.84	(230.6)	(\$99,715.00)
Other Operating Income (Expense)									
AP DISCOUNTS	0.00	1.25	(1.25)	(100.0)	0.00	6.25	(6.25)	(100.0)	15.00
MCO INCOME SHARING	7,310.88	2,500.00	4,810.88	192.4	31,149.49	12,500.00	18,649.49	149.2	30,000.00
MISC. OPERATING REVENUE	0.00	25.00	(25.00)	(100.0)	278.75	125.00	153.75	123.0	300.00
INDUSTRIAL METERING/ADMINISTRATIVE FEES	784.00	683.33	100.67	14.7	4,164.67	3,416.65	748.02	21.9	8,200.00
WPP! STANBY SERVICE	4,768.00	4,766.67	1.33	0.0	24,041.75	23,833.35	208.40	0.9	57,200.00
INTEREST INCOME - O & M	319.79	333.33	(13.54)	(4.1)	1,476.10	1,666.65	(190.55)	(11.4)	4,000.00
Total Other Operating Income (Expense)	\$13,182.67	\$8,309.58	\$4,873.09	58.6	\$61,110.76	\$41,547.90	\$19,562.86	47.1	\$99,715.00
Net Operating Income	\$17,005.88	(\$42,333.86)	\$59,339.74	(140.2)	\$178,183.14	(\$48,122.56)	\$226,305.70	(470.3)	\$0.00

NEENAH-MENASHA SEWERAGE COMMISSION

Income Statement

For the period of 05/01/2025 Through 05/31/2025

	Current Period				Year To Date				2025 Budget
	<u>2025</u>	<u>2024</u>	<u>Variance</u>	<u>%</u>	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>%</u>	
Other (Income) Expense									
CAPITAL CHARGES / CAPITAL INCOME	(152,316.00)	(152,312.67)	3.33	(0.0)	(761,568.00)	(761,563.35)	4.65	(0.0)	(1,827,752.00)
DEPRECIATION INCOME	(17,737.78)	(16,666.59)	1,071.19	(6.4)	(88,789.14)	(83,332.95)	5,456.19	(6.5)	(200,000.00)
REPLACEMENT INCOME	(94,046.69)	(64,833.25)	29,213.44	(45.1)	(466,763.95)	(324,166.25)	142,597.70	(44.0)	(778,000.00)
INTEREST INCOME - CAPITAL	(2,437.20)	0.00	2,437.20	(100.0)	(17,137.04)	0.00	17,137.04	(100.0)	(7,000.00)
INTERCEPTOR MAINT. - REIMBURSE INCOME	0.00	(1,666.66)	(1,666.66)	100.0	0.00	(8,333.30)	(8,333.30)	100.0	(25,000.00)
INTERCEPTOR MAINT. - MANHOLE REPAIR	0.00	1,666.67	1,666.67	100.0	0.00	8,333.35	8,333.35	100.0	25,000.00
EQUIPMENT REPLACEMENT EXPENSE	6,860.00	50,533.33	43,673.33	86.4	142,056.56	252,666.65	110,610.09	43.8	606,400.00
DEPRECIATION FUND EXPENSE	0.00	18,183.33	18,183.33	100.0	2,140.00	90,916.65	88,776.65	97.6	218,200.00
EQUIPMENT & PLANT DEPRECIATION	134,648.05	135,770.75	1,122.70	0.8	673,240.25	678,853.75	5,613.50	0.8	1,629,249.05
INTEREST ON CWF DEBT	30,213.79	29,855.83	(357.96)	(1.2)	267,837.18	153,615.15	(114,222.03)	(74.4)	254,278.00
Total Other (Income) Expense	(\$94,815.83)	\$530.74	\$95,346.57	17964.8	(\$248,984.14)	\$6,989.70	\$255,973.84	3662.2	(\$104,624.95)
Net Income (Loss)	\$111,821.71	(\$42,864.60)	\$154,686.31	(360.9)	\$427,167.28	(\$95,112.26)	\$482,279.54	(875.1)	\$104,624.95

NEENAH-MENASHA SEWERAGE COMMISSION

Balance Sheet (Comparative)

As of 05/31/2025

	<u>2025</u>	<u>2024</u>	<u>Change</u>
Assets			
<u>Current Assets</u>			
FUNDS FOR DEBT SERVICE	\$177,668.14	\$97,625.64	\$80,042.50
EQUIPMENT REPLACEMENT FUND	\$8,166,272.61	\$7,248,468.10	\$917,804.51
DEPRECIATION FUND	\$462,438.06	\$280,753.12	\$181,684.94
SURPLUS FUND	\$83,526.76	\$58,923.33	\$24,603.43
CASH / MONEY MARKET FUNDS	\$250,011.35	\$143,791.50	\$106,219.85
DUE FROM USERS	\$0.00	\$0.00	\$0.00
OTHER ACCOUNTS RECEIVABLE	\$7,994.88	\$16,143.48	(\$8,148.60)
PREPAID EXPENSES	\$201,833.59	\$157,474.73	\$44,358.86
Total Current Assets	<u>\$9,349,745.39</u>	<u>\$8,003,179.90</u>	<u>\$1,346,565.49</u>
<u>Property, Plant & Equipment</u>			
LAND & LAND RIGHTS	\$216,214.55	\$216,214.55	\$0.00
LEASEHOLD RIGHTS - LAND/BUILDINGS	\$160,156.85	\$160,156.85	\$0.00
INTERCEPTOR MAINS/ACCESSORIES	\$2,204,375.88	\$2,204,375.88	\$0.00
STRUCTURES / IMPROVEMENTS / EQUIPMENT	\$52,440,139.73	\$52,158,315.04	\$281,824.69
CONSTRUCTION WORK-IN-PROGRESS	\$0.00	\$0.00	\$0.00
ACCUMULATED DEPRECIATION	(\$39,945,672.16)	(\$38,263,698.06)	(\$1,681,974.10)
Total Property, Plant & Equipment	<u>\$15,075,214.85</u>	<u>\$16,475,364.26</u>	<u>(\$1,400,149.41)</u>
<u>Other Assets</u>			
OTHER CURRENT & ACCRUED ASSETS (Interest Income Accrual)	\$0.00	\$0.00	\$0.00
OTHER DEFERRED DEBITS	\$0.00	\$0.00	\$0.00
Total Other Assets	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Total Assets	<u>\$24,424,960.24</u>	<u>\$24,478,544.16</u>	<u>(\$53,583.92)</u>

NEENAH-MENASHA SEWERAGE COMMISSION

Balance Sheet (Comparative)

As of 05/31/2025

	2025	2024	Change
Liabilities and Equity			
Current Liabilities			
ACCOUNTS PAYABLE	\$316,322.95	\$256,020.96	\$60,301.99
PAYABLE TO USERS	\$4,996.70	\$96,733.99	(\$91,737.29)
ACCRUED INTEREST EXPENSE	\$138,569.02	\$41,451.59	\$97,117.43
OTHER CURRENT & ACCRUED LIAB.	\$0.00	\$0.00	\$0.00
ACCRUED PAYROLL/FED/STATE TAX LIABILITY	(\$40.00)	\$10.00	(\$50.00)
OTHER DEFERRED CREDITS	\$0.00	\$0.00	\$0.00
Total Current Liabilities	\$459,848.67	\$394,216.54	\$65,632.13
Long Term Liabilities			
BONDS - C.W.F. SERIES 2013	\$9,215,145.36	\$10,399,396.42	(\$1,184,251.06)
NOTE PAYABLE: 2024 STORAGE BUILDING	\$2,080,000.00	\$2,340,000.00	(\$260,000.00)
S.D. 2 PREPAYMENT - SONOCO PORTION	\$19,986.80	\$22,485.15	(\$2,498.35)
Total Long Term Liabilities	\$11,315,132.16	\$12,761,881.57	(\$1,446,749.41)
Total Liabilities	\$11,774,980.83	\$13,156,098.11	(\$1,381,117.28)
Equity			
REPLACEMENT FUND EQUITY	\$10,438,138.51	\$9,343,641.63	\$1,094,496.88
DEPRECIATION FUND EQUITY	\$1,741,688.43	\$1,559,465.32	\$182,223.11
CAPITAL EQUITY & 2013 S.D.2 PREPAYMENT	\$28,908.13	\$15,220.44	\$13,687.69
RETAINED EARNINGS	\$14,077.06	\$14,077.06	\$0.00
Current Year Retained Earnings	\$427,167.28	\$390,041.60	\$37,125.68
Total Equity	\$12,649,979.41	\$11,322,446.05	\$1,327,533.36
Total Liabilities and Equity	\$24,424,960.24	\$24,478,544.16	(\$53,583.92)

NEENAH-MENASHA SEWERAGE COMMISSION

AP Vendor Aging by Invoice Date (Summary)

Report Date: 5/31/25

Vendor ID	VendorName	Days Old					Balance
		0 - 31	32 - 62	63 - 93	94 - 124	125 and Over	
ALLI29	ALLIED UNIVERSAL SECURITY	\$8,956.02	\$0.00	\$0.00	\$0.00	\$0.00	\$8,956.02
AQUA15	AQUACHEM OF AMERICA INC.	\$48,060.50	\$0.00	\$0.00	\$0.00	\$0.00	\$48,060.50
ATT05	AT-T	\$205.86	\$0.00	\$0.00	\$0.00	\$0.00	\$205.86
AUGU55	AUGUST WINTER & SONS, INC.	\$6,860.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,860.00
BAD35	BADGER LAB & ENGINEERING	\$144.00	\$0.00	\$0.00	\$0.00	\$0.00	\$144.00
BRA90	BRAZEE ACE HARDWARE	\$118.50	\$0.00	\$0.00	\$0.00	\$0.00	\$118.50
CARG35	CARGILL INC - SALT DIVISION	\$6,528.81	\$0.00	\$0.00	\$0.00	\$0.00	\$6,528.81
CHEM70	CHEMTRADE CHEMICALS US LLC	\$8,930.67	\$0.00	\$0.00	\$0.00	\$0.00	\$8,930.67
CINT05	CINTAS CORPORATION #2	\$325.27	\$0.00	\$0.00	\$0.00	\$0.00	\$325.27
CLIF60	CLIFTON LARSON ALLEN LLP	\$4,182.79	\$0.00	\$0.00	\$0.00	\$0.00	\$4,182.79
CRA55	CRANE ENGINEERING SALES INC	\$2,662.20	\$0.00	\$0.00	\$0.00	\$0.00	\$2,662.20
CUM49	CUMMINS INC.	\$1,229.54	\$0.00	\$0.00	\$0.00	\$0.00	\$1,229.54
HAWK35	HAWKINS, INC.	\$12,333.80	\$0.00	\$0.00	\$0.00	\$0.00	\$12,333.80
JHCO60	J & H CONTROLS, INC.	\$444.00	\$0.00	\$0.00	\$0.00	\$0.00	\$444.00
MCM05	MCPMAHON	\$2,310.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,310.00
MEN08	MENASHA ELECTRIC/WATER UTILITY	\$54,378.84	\$0.00	\$0.00	\$0.00	\$0.00	\$54,378.84
MID85	MIDWEST CONTRACT OPERATIONS	\$152,179.65	\$0.00	\$0.00	\$0.00	\$0.00	\$152,179.65
NORT35	NORTH CENTRAL LABS OF WIS, INC	\$3,068.46	\$0.00	\$0.00	\$0.00	\$0.00	\$3,068.46
OVIV60	OVIVO USA, LLC	\$1,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,800.00
PACE05	PACE ANALYTICAL SERVICES, INC.	\$868.00	\$0.00	\$0.00	\$0.00	\$0.00	\$868.00
PREM25	PREMIUM WATERS, INC	\$59.99	\$0.00	\$0.00	\$0.00	\$0.00	\$59.99
TRU25	TRUGREEN LIMITED PARTNERSHIP	\$527.20	\$0.00	\$0.00	\$0.00	\$0.00	\$527.20
USCE45	U.S. CELLULAR	\$52.35	\$0.00	\$0.00	\$0.00	\$0.00	\$52.35
WIS34	WISCONSIN PUBLIC SERVICE	\$96.50	\$0.00	\$0.00	\$0.00	\$0.00	\$96.50
AGING TOTALS:		\$316,322.95	\$0.00	\$0.00	\$0.00	\$0.00	\$316,322.95
AGING PERCENTAGES:		100.00%	0.00%	0.00%	0.00%	0.00%	

NEENAH-MENASHA SEWERAGE COMMISSION

AR Customer Aging by Invoice Date (Summary)

Report Date: 05/31/2025

Cust ID	Customer Name	Days Old					Balance	Unapplied	Net Due
		0 - 30 05/01 - 05/31	31 - 60 04/01 - 04/30	61 - 90 03/02 - 03/31	91 - 120 01/31 - 03/01	121 + all prior - 01/30			
ITU001	ITU ABSORBTECH, INC.	\$342.00	\$0.00	\$0.00	\$0.00	\$0.00	\$342.00	\$0.00	\$342.00
MEN002	MENASHA PACKAGING COMPAN	\$342.00	\$0.00	\$0.00	\$0.00	\$0.00	\$342.00	\$0.00	\$342.00
MIDW01	MIDWEST CONTRACT OPERATI	\$7,310.88	\$0.00	\$0.00	\$0.00	\$0.00	\$7,310.88	\$0.00	\$7,310.88
AGING TOTALS:		\$7,994.88	\$0.00	\$0.00	\$0.00	\$0.00	\$7,994.88	\$0.00	\$7,994.88
AGING PERCENTAGES:		100.00%	0.00%	0.00%	0.00%	0.00%	100.00%		

TOTAL AGING BALANCE:	\$7,994.88
TOTAL PAYMENTS ON ACCOUNT:	\$0.00
LEDGER BALANCE:	\$7,994.88
TOTAL DEPOSITS WITH ORDER:	\$0.00
REPORT BALANCE:	\$7,994.88



INVOICE

MIDWEST CONTRACT OPERATIONS, INC.
 PO BOX 50 LITTLE CHUTE, WI 54140
 PH FAX
 WWW.MCO-US.COM
 EIN NO 39-1601232

BILL TO: NEENAH-MENASHA SEWERAGE COMMISSION
 101 GARFIELD AVENUE
 MENASHA, WI 54952

Invoice Number: INV31831
 Date: 06/01/2025
 Amount Due: 151,757.34

PURCHASE ORDER	DUE DATE	TERMS
	07/01/2025	First of Month
Scope of Work: CONTRACT SERVICES		
Professional Services for the period ending: 07/31/2025		

Description	Contract Amount	Contract Term	Current Billed
1/01/2025 to 12/31/2025 SERVICES	1,530,823.25	1/01/2025 to 12/31/2025 SERVICES	127,568.60
Health Insurance			22,510.20
Liability Insurance			1,678.54
		Subtotal	\$151,757.34
		Total	\$151,757.34

Approved by

Paul Much

A 3.62% Convenience Fee is added to all credit card payments



INVOICE

MIDWEST CONTRACT OPERATIONS, INC.
 PO BOX 50 LITTLE CHUTE, WI 54140
 PH FAX
 WWW.MCO-US.COM
 EIN NO 39-1601232

BILL TO: NEENAH-MENASHA SEWERAGE COMMISSION
 101 GARFIELD AVENUE
 MENASHA, WI 54952

Invoice Number: **INV31883**
 Date: **06/10/2025**

CONTRACT #	CLIENT ID	PURCHASE ORDER	PAYMENT TERMS	DUE DATE
1108-0306	N001		Net 30	07/10/2025
CONTRACT:	B/S-Billable Mileage			
SCOPE OF WORK:	NMSC 2025 USE OF MCO VEHICLES			
May 2025, Monthly Services				

ACTIVITY	MEMO	HOURS/QTY	RATE	AMOUNT
Mileage		542.00	0.70	379.40
			Subtotal	\$379.40
			Total	\$379.40

Approved by

Paul Much

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NEENAH-MENASHA SEWERAGE COMMISSION

AP Check Register (Current by Bank)

Check Dates: 05/01/2025 to 05/31/2025

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: NNB-OP - NICOLET NATIONAL BANK					131-0000
141079	05/13/25	P	ALLI29	ALLIED UNIVERSAL SECURITY	\$5,600.60
141080	05/13/25	P	ATT05	AT-T	\$119.13
141081	05/13/25	P	BRA90	BRAZEE ACE HARDWARE	\$161.38
141082	05/13/25	P	CHEM70	CHEMTRADE CHEMICALS US LLC	\$4,448.60
141083	05/13/25	P	EVE450	EVERGREEN POWER, LLC	\$203.99
141084	05/13/25	P	INT28	INTEGRATED SOLUTIONS, INC.	\$864.50
141085	05/13/25	P	LEE70	LEE'S CONTRACTING/FABRICATING	\$1,285.62
141086	05/13/25	P	LEV20	LEVENHAGEN OIL CORPORATION	\$2,843.39
141087	05/13/25	P	MEN08	MENASHA ELECTRIC/WATER UTILITY	\$44,245.71
141088	05/13/25	P	MID85	MIDWEST CONTRACT OPERATIONS	\$152,194.21
141089	05/13/25	P	PACE05	PACE ANALYTICAL SERVICES, INC.	\$537.80
141090	05/13/25	P	PREM25	PREMIUM WATERS, INC	\$103.99
141091	05/13/25	P	SAM65	SAM'S CLUB	\$160.03
141092	05/13/25	P	TRU25	TRUGREEN LIMITED PARTNERSHIP	\$206.96
141093	05/13/25	P	USA21	USA BLUEBOOK	\$90.57
141094	05/13/25	P	USCE45	U.S. CELLULAR	\$67.35
141095	05/13/25	P	WEEN15	WE ENERGIES	\$1,716.34
141096	05/13/25	P	WIS34	WISCONSIN PUBLIC SERVICE	\$168.34
141097	05/27/25	P	ALLI29	ALLIED UNIVERSAL SECURITY	\$5,501.60
141098	05/27/25	P	BAD35	BADGER LAB & ENGINEERING	\$462.00
141099	05/27/25	P	CHEM70	CHEMTRADE CHEMICALS US LLC	\$4,465.33
141100	05/27/25	P	CINT05	CINTAS CORPORATION #2	\$672.73
141101	05/27/25	P	CRE70	CRESCENT ELECTRIC SUPPLY CO.	\$87.61
141102	05/27/25	P	FIS35	FISHER SCIENTIFIC COMPANY LLC	\$304.38
141103	05/27/25	P	FSOM23	FSO MANAGEMENT	\$36,928.12
141104	05/27/25	P	GFL040	GFL ENVIRONMENTAL	\$2,080.11
141105	05/27/25	P	HAWK35	HAWKINS, INC.	\$3,449.82
141106	05/27/25	P	JHCO60	J & H CONTROLS, INC.	\$68.02
141107	05/27/25	P	MCM05	MCMAHON ASSOCIATES, INC	\$1,155.00
141108	05/27/25	P	MEN08	MENASHA ELECTRIC/WATER UTILITY	\$41.72
141109	05/27/25	P	NICO40	NICOLET NATIONAL BANK	\$4,066.67
141110	05/27/25	V 5/27/25	NICO40		
141111	05/27/25	P	PACE05	PACE ANALYTICAL SERVICES, INC.	\$2,358.80
141112	05/27/25	P	PIEP25	PIEPER ELECTRIC, INC.	\$4,626.00
141113	05/27/25	P	PRIN60	PRINTSOURCE PLUS, INC.	\$322.54
141114	05/27/25	P	RHYM25	RHYME BUSINESS PRODUCTS	\$127.21
141115	05/27/25	P	SPID24	SPIDER BE GONE, LLC	\$1,650.00
141116	05/27/25	P	TTM24	T&T MANAGEMENT LLC	\$1,200.00
141117	05/27/25	P	USA21	USA BLUEBOOK	\$89.10
141118	05/27/25	P	WIS12	WI DEPT OF NATURAL RESOURCES	\$39,487.13
BANK NNB-OP REGISTER TOTAL:					\$324,162.40
GRAND TOTAL :					\$324,162.40

* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date); "A" - Application; "E" - EFT
 ** Denotes broken check sequence.