

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday June 23, 2026 – 8:00 A.M.

McMahon

Team Conference Room
1445 McMahon Drive
Neenah (Fox Crossing), WI 54956

AGENDA

1. ROLL CALL

2. APPROVAL OF MINUTES

- May 26, 2026, Regular Meeting Minutes

3. CORRESPONDENCE

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

4. OLD BUSINESS

5. NEW BUSINESS

- Operations, engineering matters -

- A. Discussion/Action on how the Commission will finance the Phosphorus Removal Project – Clean Water versus Revenue Bonds
- B. McMahon Associates Report – Update and discussion on the following projects with potential action to be taken based on discussions held:
 - 1. Phosphorus Removal Project
 - 2. Agreement for Professional Services
- C. McMahon Invoices
#943313 Design Services \$ 46,130.00
- D. Compliance Maintenance Annual Report (CMAR)
 - 1. Review and discussion
 - 2. CMAR Resolution 2026-1
- E. Review and approval of 2025-2026 CMOM program
- F. Operating Report for May 2026
 - 1. Operating Report
 - 2. Equipment and Grounds Report
- G. Discussion and potential action on installation of chlorine contact chamber drain pump

- Budget, finance matters -

- H. Accounting Report for May 2026
 - 1. Financial Statements
 - 2. Cash & Investment Report
 - 3. Resolution 2026-2 Intent to Reimburse Expenditures from Proceeds of Borrowing

- I. 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.

- J. MCO Invoices

#32948	July 2026 Contract Operations	\$ 157,056.68
#33002	Use of MCO Vehicles – May	\$ 419.04

- K. Vouchers – Operating Vouchers #141625 thru #141662 in the amount of \$367,297.67 for the month of May 2026.

6. **ADJOURNMENT.**

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday May 26, 2026

Meeting was called to order by Commission President Mach at 8:03 a.m.

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

Also Present: Rob Franck (MCO), Dawn Merlin (McMahon), Chad Olsen (McMahon), Chad Pelishek (Harrison), Jeremy Searl (Fox Crossing), Ellen Skerke (Town of Neenah), Alissa Van Eperen (Harrison), Brad Viegut (Baird)

Minutes

Meeting minutes. Motion made/seconded by Commissioners Zielinski/Youngquist to approve the minutes from the April 28, 2026, Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. May 21, 2026, email from William Mooren, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager
RE: ETP Update

Old Business

There was no old business to be discussed.

New Business

Operations, Engineering, Planning

Discussion: Financing Options for Phosphorus Removal Project

Manager Much opened by explaining that the goal of the discussion is to decide which direction the municipalities want to go for the financing of the Phosphorus Removal Project so action can be taken at the next meeting. Brad Viegut of Baird presented updated financing scenarios for open market revenue bonds, and Chad Olsen shared additional information regarding the Clean Water Fund loan option. Discussion followed regarding the pros and cons of each option. After discussion, Commissioners were asked to work with their respective municipalities to determine which option they want to proceed with so action can be taken at the June meeting to secure financing for the project.

Adding Fine Screens and Compactors to Project

A motion to discuss was made/seconded by Commissioners Youngquist/Coburn. Manager Much explained that the fine screens and compactors need to be upgraded due to age and wear, and asked Commissioners whether they want to include them in the Phosphorus Removal Project. He shared the estimated cost of rebuilding the fine screens and compactors would be between \$280,000 to \$300,000, although prices could increase between now and then. Handouts provided by Chad Olsen show the cost impact and allocation change for each community if the fine screens and compactors were included in the current project. Discussion followed. After discussion a motion was made/seconded by Commissioners Coburn/Weyenberg to budget to rebuild the fine screens and compactors utilizing Equipment Replacement funds. Motion carried unanimously.

McMahon Report

Engineer Chad Olsen reported that he is moving forward with design for the project.

Plant Capacity and Requested Limits for Dairyland Gold

Manager Much reported that he had spoken with management from Dairyland Gold regarding their requested wastewater discharge limits. Dairyland Gold requested a BOD₅ loading limit of 700 lbs./day monthly average and 1,000 lbs./day daily maximum. Manager Much noted that the treatment plant currently has sufficient capacity to accommodate the requested increase; however, approval would move the Commission closer to requiring a future capacity expansion. After discussion a motion was made/seconded by Commissioners Coburn/Gordon to approve Dairyland Gold's requested limits of 700 lbs./day monthly average and 1,000 lbs./day daily maximum. Motion carried unanimously.

McMahon Invoices

Motion made/seconded by Commissioners Coburn/Zielinski to approve payment of invoice #943020, Total Phosphorus & Effluent Flow Recording Project – Design Services, in the amount of \$26,360.00. Motion carried unanimously.

Operating Report

Manager Much reported the plant is back to normal operations after the high flows of April.

NR101 Fees

Manager Much gave a brief explanation of the NR101 fees and reported the fees for 2026 were less than previous years.

DNR Proposed Update to Interim Strategy for Land Application of Biosolids and Industrial Sludges Containing PFAS

Manager Much reported that the Wisconsin DNR currently recommends following its Interim Strategy for Land Application of Biosolids and Industrial Sludges Containing PFAS until formal regulatory limits are established. He explained that the DNR has proposed revisions to the guidance that would require wastewater treatment facilities to notify landowners whenever any level of PFOA or PFOS is detected in biosolids intended for land application.

Under current guidance, facilities with combined PFOA and PFOS concentrations of 20 ug/kg (ppb) or less may continue land application without additional restrictions. The proposed revisions would remove this threshold and require notification if there is any detectable concentration.

Manager Much expressed concern that, while biosolids with low PFAS concentrations may still be considered safe for land application, landowners may not fully understand the significance of the reported levels and could become reluctant to accept biosolids on their property. This could result in the loss of available land application sites and significantly impact biosolids management programs throughout the state.

Manager Much reported that Municipal Environmental Group (MEG) has submitted comments to the DNR expressing concerns with the proposed changes. He further noted that wastewater utilities across Wisconsin are submitting comments during the public review period and recommended that Commissioners work with their respective municipalities to consider submitting letters to the DNR addressing the potential impacts of the proposed guidance revisions.

Equipment and Grounds Report.

Rob Franck reported on Equipment and Grounds items and provided additional details on: Radiator service level 3 CSM was completed May 12th and 13th. Multiple components were replaced on the MicroClor including the fill solenoid valve, 3-way control valve, and AQ Matic control valve. No update has been received regarding the repercussions for the teens who vandalized the 9th street door and any future communication on the status of the case is unlikely.

Budget, Finance Matters

Accounting Report for April 2026

Accounting Clerk Starr reported the April 2026 Financial Statements were still being worked on and a follow up email will be sent to Commissioners with the financial statements once they are completed.

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 shared the agreement extension document with Commissioners which extends the current agreement to December 31, 2026, as requested by Sonoco/U.S. Paper Mills. After discussion, a motion was made/seconded by Commissioners Coburn/Zielinski to approve the extension of the service agreement between the NMSC and Sonoco/U.S. Paper Mills until December 31, 2026. Motion carried unanimously.

MCO Invoices

#32847	June 2026 Contract Operations	\$ 157,056.68
#32892	Use of MCO Vehicles – April	\$ 455.76

Motion made/seconded by Commissioners Coburn/Zielinski to approve MCO invoice #32847, and #32892 with payment to be made after June 1, 2026. Motion carried unanimously.

Vouchers

Operating and Payroll Vouchers #141578 through #141624 in the amount of \$726,529.43 for the month of April 2026. Motion made/seconded by Commissioners Coburn/Zielinski to approve operating and payroll vouchers. Motion carried unanimously.

Adjournment

Motion made/seconded by Commissioners Coburn/Weyenberg to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:59 a.m.

President

Secretary

Melissa Starr

From: Evan Janet <ejanet@menashawi.gov>
Sent: Wednesday, June 3, 2026 12:30 PM
To: Kaija Snyder; Brian Kopetsky; Megan Sackett; Kristine Hutter; Melanie Krause; Andrew Dane; Melissa Starr; Angie Hanchek; Tara Ellis; Chloe Hansen-Dunn; Kimberly Cardoza
Cc: Margaret Struve; Austin Hammond
Subject: Memorandum to ALL Boards/Commissions/Committees
Attachments: 2026 Open Records Memo and Supporting Documentation.pdf

Categories: Meeting Item

Hello all,

I have included you all on this email as you are the secretaries and/or oversee agendas for the various Boards/Commissions/Committees related to the City of Menasha. Please put this item on the next meeting for the bodies you are responsible for.

Feel free to reach out with any questions.

Thank you,



Evan Janet
Deputy City Clerk
City of Menasha
English | Español
(920) 967-3608
<https://www.menashawi.gov>
100 Main Street, Suite 200, Menasha, WI 54952



MEMORANDUM

DATE June 3, 2026
TO City of Menasha Boards, Commissions, and Committees
FROM Evan Janet, Deputy City Clerk
RE Open Records and Open Meetings Reminder

With the start of a new Common Council and many new appointments across various Boards, Commissions, and Committees of the City of Menasha, this is a reminder for members on which records are public.

Members of city bodies have their phone numbers in the City Directory. These are collected at the time of appointment and are public record. Please take a moment to check the directory (attached below) and verify your contact information is correct.

Many members receive packet materials via email. With email addresses being used as the primary tool for agenda/packet distribution, email addresses are considered an official means of communication for these bodies and are public record.

While the directory will not be updated to hold email addresses, it should be known that this information could be requested via an Open Records Request.

On the same note, please be reminded to not “reply all” to emails from City Staff when packet materials are being distributed. Only reply to the sender of the email to avoid violations of Open Meeting requirements.

Feel free to reach out to Evan Janet, Deputy City Clerk, with any questions or if there are corrections to contact information: (920) 967-3608 or ejanet@menashawi.gov.



2026

City Administration Directory

Menasha City Center
100 Main Street, Suite 200
Menasha, Wisconsin 54952-3190

www.menashawi.gov

Office Hours:
Monday – Friday
8:00am – 4:00pm

Updated: 6/3/2026



2026

City Administration Directory

Date of Incorporation _____	March 5, 1874
Area – Square Miles _____	7.76
Area – Acres _____	4,966
Miles of Streets _____	72.76
Latitude _____	44-12-05N
Longitude _____	88-26-56W

Welcome to Menasha

Menasha is a community located at the northern end of Winnebago and Calumet Counties on the north shore of Lake Winnebago. The City of Menasha has a Mayor-Council form of government.

This directory is dedicated to the citizens of Menasha. It is intended to acquaint you with your city's government and services. We invite you to actively participate. If you are interested in serving on a City Board or Committee, submit a letter of interest to the Mayor's Office.

Population

2020	18,268	2011	17,381
2018	17,713	2010	17,353
2017	17,647	2005	17,156
2016	17,573	2000	16,331
2015	17,633	1990	14,711
2014	17,550	1980	14,728
2013	17,454	1970	14,836
2012	17,407	1960	14,647

Polling Places in the City of Menasha

Districts 1 and 2 _____ Menasha Senior Center _____ 116 Main Street
Districts 3 and 4 _____ Boys and Girls Club of Menasha _ 600 Racine Street
Districts 5 and 7 _____ Crossroads Foursquare Church _ 1209 London Street
Districts 6 and 8 _____ Winnegamie Dog Club _____ 2043 Manitowoc Road

Register to vote in the City Clerk's office - 100 Main Street, Suite 200, Menasha

You may register at the polls on Election Day with proper proof of residence (i.e., current driver's license, utility bill, phone bill, bank statement, etc.). You may also register to vote online at myvote.wi.gov.

All voters are required to show a valid photo ID to vote.

City Officials

Mayor	Austin Hammond	967-3608
Council President	Ted Grade	428-9055
Assessor	Associated Appraisal	749-1995
Attorney	Margaret Struve	967-3608
City Clerk	Kaija Snyder	967-3608
Community Development Director	Andrew Dane	967-3650
Finance Director	Jennifer Sassman	967-3630
Fire Chief	Travis Teesch	886-6200
Health Sanitarian	Todd Drew	967-3520
Human Resources Manager	Kimberly Cardoza	967-3604
Library Director	Brian Kopetsky	967-3660
Menasha Utilities General Manager	Melanie Krause	967-3400
Parks & Recreation Director	Megan Sackett	967-3640
Police Chief	Vacant	967-3500
Public Health Director	Kristine Hutter	967-3520
Public Works Director	James Merten	967-3610
Deputy Dir. of Municipal Operations	Thad Brown	967-3620

Please visit the appropriate department's page on the city's website to contact them via e-mail.

Common Council Committees

All Council members comprise the Administration Committee, Board of Public Works, and Personnel Committee. Chairs and Vice Chairs are listed below.

Administration Committee

Ald. Tim Hale, Chair
Ald. Rosita Eisenach, Vice Chair

Board of Public Works

Ald. Tom Marshall, Chair
Ald. Josh School, Vice Chair

Personnel Committee

Ald. Terri Perkins, Chair
Ald. Joy Lewis, Vice Chair

Common Council

Common Council and Committee meetings are scheduled for 6:00pm the first and third Mondays of each month at Menasha City Center (100 Main Street).

Mayor – Austin Hammond

(920) 967-3608

100 Main Street, Suite 200

District 1 (Wards 1-2) – Chris Rand

(920) 366-1763

336 Lopas Street

District 2 (Wards 3-4) – Rosita Eisenach

(920) 915-6163

862 First Street

District 3 (Wards 7-8) – Tim Hale

(920) 213-4242

714 Ninth Street

District 4 (Wards 5-6) – Terri Perkins

(920) 215-2088

227 Edgewater Drive

District 5 (Wards 9, 11, & 18) – Joy Lewis

(920) 205-8162

1032 Grove Street

District 6 (Wards 13-14) – Tom Marshall

(920) 850-3314

1166 Fieldview Drive

District 7 (Wards 10, 12, 17, & 19) – Ted Grade

(920) 428-9055

924 Woodland Drive

District 8 (Wards 15-16) – Josh School

(920) 284-1325

2959 Chrystella Drive

Winnebago County Board of Supervisors

The Winnebago County Board of Supervisors meets at 6pm the third Tuesday of each month at the County Court House in Oshkosh.

Rachael Dowling _____	District 1 _____	April 2028 _____	(715) 304-8375
KristL Laux _____	District 2 _____	April 2028 _____	810-2279
Tanya Keech _____	District 3 _____	April 2028 _____	Unlisted
Dean Spoehr _____	District 4 _____	April 2028 _____	215-1023
Conley Hanson _____	District 26 _____	April 2028 _____	205-3063

Calumet County Board of Supervisors

The Calumet County Board of Supervisors meets the third Tuesday of each month at the County Court House in Chilton. Meetings occur at 6pm, except 9am in April (only in even years) and November. There is no meeting in October.

Matthew Budde _____	District 4 _____	April 2028 _____	907-0753
Kathleen Thunes _____	District 8 _____	April 2028 _____	540-3422

City of Menasha

City Hall	100 Main Street, Suite 200 M-F, 8am-4pm	(920) 967-3600
Public Works Facility	455 Baldwin Street M-F, 7am-3pm	(920) 967-3620
Health Department	100 Main Street, Suite 100 M-F, 8am-4pm	(920) 967-3520
Police Department	430 First Street Lobby: M-F, 8am-4pm Police Available 24/7	(920) 967-3500 (non-emergency) 911 (emergencies)
Fire Department	125 E Columbian Avenue (Fire Station #32)	(920) 886-6200 (non-emergency) 911 (emergencies)
Menasha Library	440 First Street Hours Vary	(920) 967-3690
Menasha Utilities	321 Milwaukee Street M-F, 7:30am-4pm	(920) 967-3400
Senior Center	116 Main Street M, W, Th: 8am-4pm T, F: 8am-1pm	(920) 967-3530
Swimming Pool (Seasonal)*	Third and Konemac Streets Hours Vary	(920) 967-5163
*Closed 2026 and 2027		
Post Office	84 Racine Street Hours Vary	(920) 722-0326
Heckrodt Wetland Reserve	1305 Plank Road Trails: 9am-6pm Nature Center Hours Vary	(920) 720-9349
Marina (Seasonal)	1 Center Street	(920) 967-5193
Menasha Lock	82 Broad Street	(920) 722-5541
MJSD	100 Main Street, Suite 300 M-F, 8am-4pm (3:30pm Fri.)	(920) 967-1400
Calder Stadium (Seasonal)	1065 Racine Road Hours Vary	(920) 967-1999

Boards

Board of Appeals

meets upon call of the Board Chair

Menasha City Center, 100 Main Street, First Floor Conference Rooms

Sue Jungen _____	05-20-2025 – 05-01-2028 _____	858-1143
Mary Vander Wyst _____	06-03-2024 – 01-31-2027 _____	428-0661
Tim Jacobson _____	02-01-2026 – 02-01-2029 _____	725-8891
Debbie Galeazzi, Chair _____	06-03-2024 – 01-31-2027 _____	740-2205
Morgan Rae-Othrow _____	06-03-2024 – 01-31-2027 _____	213-7543
Antoine Tines _____	Alternate _____	570-1592
Kaija Snyder, Secretary _____	City Clerk _____	967-3603

Library Board

meets the fourth Tuesday of each month at 4:30pm

Menasha Library, 440 First Street

Carrie Lane _____	07-01-2024 – 06-30-2027 _____	850-1874
Allisen Stojanovic _____	07-01-2024 – 06-30-2027 _____	265-0879
Eli Wickman _____	08-05-2025 – 08-01-2028 _____	492-1034
Jillayne Halverson _____	08-05-2025 – 08-01-2028 _____	993-1905
Helen Englebert _____	08-21-2023 – 06-01-2026 _____	915-8446
Christina Turner _____	08-01-2023 – 06-01-2026 _____	(415) 519-9054
Bob Mittelstaedt _____	Winnebago County Appointment _____	572-5980
Cynthia Witt, Chair _____	Winnebago County Appointment _____	851-8473
Matt Zimmerman _____	MJSD Superintendent _____	967-1416
Brian Kopetsky _____	Library Director _____	967-3660

Parks and Recreation Board

meets the second Tuesday of each month at 5:30pm

locations vary

Richard Sturm, Chair _____	10-16-2023 – 10-01-2026 _____	722-5141
Melissa Grade _____	04-01-2024 – 10-01-2026 _____	(715) 304-8375
Tommy Webster _____	01-06-2026 – 10-01-2028 _____	(615) 485-2789
Eli Wickman _____	05-06-2025 – 10-01-2027 _____	492-1034
Brian Adesso _____	05-06-2025 – 10-01-2027 _____	209-9710
Danielle Rand _____	05-20-2024 – 09-30-2027 _____	(305) 609-4346
Ald. Ted Grade _____	Aldersperson Representative _____	428-9055
Megan Sackett, Secretary _____	Parks and Recreation Director _____	967-3640

Board of Review

meets in accordance with Wisconsin State Statutes
Menasha City Center, 100 Main Street, First Floor Conference Rooms

Tom Stoffel _____	06-03-2024 – 07-01-2027 _____	209-9815
Patricia Rudolph _____	07-01-2021 – 06-30-2026 _____	735-6612
Debbie Galeazzi, Chair _____	06-03-2024 – 07-01-2027 _____	740-2205
Donald Merkes _____	05-19-2026 – 05-19-2029 _____	727-9381
Vacant _____		
Vacant _____	Alternate _____	
Kaija Snyder, Secretary _____	City Clerk _____	967-3603

Board of Health

meets the first Wednesday of each month at 8:15am
Menasha City Center, 100 Main Street, First Floor Conference Rooms

Gary Daughtery _____	07-08-2025 – 05-01-2028 _____	(407) 967-5702
Kristene Stacker _____	10-21-2025 – 10-01-2028 _____	740-7280
Candyce Rusin, Chair _____	05-01-2024 – 05-01-2027 _____	729-0922
Dr. Andrew Dunn _____	Medical Advisor _____	967-3520
Kristine Hutter, Secretary _____	Public Health Director _____	967-3520

Menasha Joint School District Board of Education

meets the second and fourth Monday of each month at 6:15pm
Menasha City Center, 100 Main Street, First Floor Conference Rooms

Rob Konitzer, President _____	737-2561
Heidi Quick, VP _____	Unlisted
Mary Jean Shimek, Treasurer _____	810-1108
Carol Sturm, Clerk _____	475-7301
Chad Lewis, _____	277-2533
Steve Thompson _____	727-4668
Maria Vera _____	475-3844

Appleton Area School District Board of Education

meets the second and fourth Monday of each month at 6:00pm
Thomas Scullen Leadership Center, 131 E. Washington St. Ste. 1A, Appleton

Kay Eggert, President _____	738-7517
Kris Sauter, VP _____	810-1079
Ed Ruffolo, Treasurer _____	851-4127
Pheng Thao, Clerk _____	277-6847
Jason Kolpack _____	364-9343
Nick Ross _____	358-0835
Oliver Zornow _____	358-0180

Heckrodt Wetland Reserve Board of Directors

meets at 5:30pm on the fourth Wednesday of each month (January – October)
and the second Wednesday of the month (November and December)
Heckrodt Nature Center, 1305 Plank Road, Menasha

Both members listed below are City of Menasha (Non-Voting) members, for a full list of the Board of Directors, visit: <https://heckrodtnaturecenter.org/about/#board>

Jake Anderson _____	02-03-2026 – 02-01-2029 _____	(952) 451-2159
Megan Sackett _____	Parks and Recreation Director _____	967-3640

Commissions

Menasha Water and Light Commission

meets the fourth Wednesday of each month at 8:00am
Menasha Utilities, 321 Milwaukee Street

Mark Allwardt, President _____	10-01-2024 – 10-01-2029 _____	725-3530
Gary Turchan _____	10-01-2021 – 10-01-2026 _____	967-4191
Roy Kordus _____	10-01-2022 – 10-01-2027 _____	720-9122
Antoine Tines _____	10-07-2025 – 10-01-2030 _____	570-1592
Austin Hammond _____	Mayor _____	967-3608
Melanie Krause _____	Menasha Utilities, General Manager _____	967-3400

Plan Commission

meets the first Tuesday of each month at 3:30pm
Menasha City Center, 100 Main Street, First Floor Conference Rooms

Rachel Roth _____	05-01-2024 – 04-30-2027 _____	450-7663
Eli Wickman _____	05-19-2026 – 05-01-2028 _____	492-1034
Elke Werner _____	05-01-2026 – 05-01-2029 _____	420-0040
Ald. Rosita Eisenach _____	Aldersperson Representative _____	915-6163
Ald. Josh School _____	Alternate Aldersperson Representative _____	284-1325
Richard Sturm _____	Parks and Recreation Member _____	722-5141
Austin Hammond, Chair _____	Mayor _____	967-3608
James Merten _____	Public Works Director _____	967-3610
Andrew Dane, Secretary _____	Director of Com. Dev. _____	967-3650

Neenah-Menasha Sewerage Commission

meets the fourth Tuesday of each month at 8:00am
Sewerage Disposal Plant, 101 Garfield Avenue

Corey Gordon, C/Menasha, VP _____	12-31-2026 _____	967-3615
Anthony Mach, C/Neenah, President _____	12-31-2026 _____	886-6182
Steve Coburn, SD 2, Secretary/Treasurer _____	12-31-2026 _____	470-1121
Dale Youngquist, V/Fox Crossing _____	12-31-2027 _____	725-8212
Jenny Pagel, V/Harrison _____	12-31-2028 _____	989-1062
Greg Weyenberg, C/Neenah _____	12-31-2028 _____	427-3784
Ray Zielinski, C/Menasha _____	12-31-2026 _____	558-4154
Paul Much, Wastewater Plant Manager _____		751-4760
Rob Franck, Wastewater Maintenance Supervisor _____		751-4760
Melissa Starr, Accountant _____		751-4760
Matt Parmentier, Attorney _____		235-7300

Police Commission

meets the third Thursday of even numbered months at 5:00pm or as needed
Public Safety Building, 430 First Street

Gary Daughtery _____	06-02-2026 – 05-01-2028 _____	(407) 967-5702
Jerry Jakubek, VP _____	05-01-2024 – 05-01-2028 _____	585-6286
Debbie Galeazzi, Secretary _____	05-06-2025 – 05-01-2030 _____	740-2205
Trevor Martin _____	05-01-2026 – 05-01-2031 _____	419-5657
Nancy Ball, President _____	05-01-2022 – 05-01-2027 _____	722-7575

Neenah-Menasha Fire Rescue Joint Fire Commission

meets the fourth Tuesday of each month at 4:00pm
locations vary

Terry Bomier, C/Neenah _____	03-05-2026 – 05-01-2027	___	585-0055
Patrick Lewis, C/Neenah, Vice Chair ___	05-01-2025 – 05-01-2028	___	720-0072
Dennis Matuszak, C/ Menasha, Chair ___	05-20-2025 – 05-01-2028	___	422-1615
Ken Kubiak, C/Menasha _____	05-06-2026 – 05-01-2029	___	730-0255
Michael Keehan, C/Menasha _____	05-01-2026 – 05-01-2029	___	969-0876
Matthew Brehmer, C/Neenah _____	05-01-2026 – 05-01-2029	___	502-7100

Landmarks Commission

meets the second Wednesday of each month at 5:00pm
Menasha City Center, 100 Main Street, First Floor Conference Room

Danielle Rand _____	05-06-2025 – 03-01-2028	_____	(305) 609-4346
Carol Sturm _____	09-04-2024 – 03-01-2027	_____	475-7301
Kari Mulder _____	11-18-2025 – 03-01-2028	_____	809-6393
George Davis, Chair _____	05-06-2025 – 03-01-2027	_____	358-4452
Anastasia Horan _____	03-01-2023 – 03-01-2026	_____	268-2659
Ald. Tim Hale _____	Aldersperson Representative	_____	213-4242
Andrew Dane, Secretary _____	Community Dev. Director	_____	967-3650

Committees

Committee on Aging

meets the second Friday of each month at 1:30pm
Menasha City Center, 100 Main Street, First Floor Conference Rooms

Bernice Kohanski _____	05-05-2026 – 04-30-2029	_____	585-3302
Dan Kelpinski _____	05-01-2026 – 04-30-2029	_____	720-5492
Sue Wisneski _____	02-19-2024 – 04-30-2027	_____	915-2496
Gary Coopman _____	08-19-2025 – 08-01-2028	_____	725-2998
Jeff Pommerening _____	08-19-2025 – 08-01-2028	_____	585-4452
Roy Meier, Chair _____	03-18-2024 – 04-30-2027	_____	729-5879
Kristine Hutter _____	Public Health Director	_____	967-3520
Chloe Hansen-Dunn _____	Senior Services Manager	_____	967-3532

Housing Authority

meets the last Monday of even months at 4:30pm

Menasha City Center, 100 Main Street, First Floor Conference Rooms

Larry Haase, Chair	_____	10-07-2025 – 07-01-2030	_____	470-9243
Frank Haffner	_____	10-07-2025 – 07-01-2026	_____	725-7405
Michael Keehan	_____	07-01-2023 – 07-01-2028	_____	257-3662
Vacant	_____			
Vacant	_____			
Vacant	_____	Alternate	_____	
Antoine Tines	_____	Alternate	_____	570-1592
Andrew Dane	_____	Community Dev. Director	_____	967-3650

Neenah-Menasha Fire Rescue

Joint Finance and Personnel Committee

meets the fourth Wednesday of each month at 5:30pm

locations vary

Ald. Ted Grade, C/Menasha, Vice Chair	_____	April 2027	_____	428-9055
Ald. Terri Perkins, C/Menasha	_____	April 2027	_____	215-2088
Ald. Tom Marshall, C/Menasha	_____	April 2027	_____	850-3314
Ald. Bill Pollnow, C/Neenah, Chair	_____	April 2027	_____	637-4980
Ald. Dan Steiner, C/Neenah	_____	April 2027	(608) _____	220-5528
Ald. Flo Bruno, C/Neenah	_____	April 2027	(727) _____	466-8880

Sustainability Committee

meets every fourth Thursday of the month at 4:00pm

Menasha City Center, 100 Main Street, First Floor Conference Rooms

Angie Demers	_____	05-01-2026 – 05-01-2029	_____	967-8904
Lindsey Klumpp	_____	05-20-2024 – 04-30-2026	_____	570-1130
Laura Derocher	_____	05-01-2026 – 05-01-2029	(847) _____	226-7736
Linda Stoll, Chair	_____	06-03-2024 – 05-01-2027	_____	205-9541
Ed Kassel	_____	05-20-2024 – 04-30-2027	_____	284-2766
Ald. Joy Lewis	_____	Aldersperson Representative	_____	205-8162
Vacant	_____			

Redevelopment Authority

meets every first Tuesday of the month at 5:15pm

Menasha City Center, 100 Main Street, First Floor Conference Rooms

Matt Vanderlinden _____	05-06-2025 – 09-01-2029 _____	540-2768
Stacey Milligan _____	11-20-2023 – 09-01-2026 _____	277-5410
Isaac Geffers _____	02-03-2026 – 09-01-2026 _____	279-9646
Kim Vanderheyden, Chair ___	09-01-2023 – 09-01-2028 _____	725-0352
Alicia Buechler _____	09-01-2022 – 09-01-2027 _____	(218) 208-9668
Ald. Terri Perkins _____	04-22-2026 – 09-01-2027 _____	215-2088
Ed Kassel _____	04-22-2026 – 09-01-2030 _____	284-2766

Menasha Utilities (Electric & Water)

<p>Menasha Utilities (Electric & Water)</p> <p>Utility Office Complex 321 Milwaukee Street</p>	<p>Hours of Operation Monday – Friday from 7:30am – 4:00pm</p>
	<p>Customer Service _____ 967-3400</p> <p>Administration _____ 967-3411</p> <p>Service Department Electric _____ 967-3400</p> <p>Street Light Outage _____ 967-3400</p> <p>EMERGENCY ELECTRICITY CALLS (Nights, Weekends, & Holidays) _____ 967-5190</p>
<p>Water Plant</p> <p>57 Manitowoc Street</p>	<p>Hours of Operation Monday – Friday from 7:30am – 4:00pm</p>
	<p>Service Department Water _____ 967-3430</p> <p>EMERGENCY WATER CALLS (Nights, Weekends, & Holidays) _____ 967-5195</p>

Menasha Health Department

<p>Menasha Health Department 100 Main Street, Suite 100 (First Floor) Menasha, WI 54952 (920) 967-3520</p>	<p>Immunization Clinic Schedule Clinic Days – Third Wednesday of each month</p>
	<p>Appointments – Call between the hours of 8:00am – 4:00pm</p> <ul style="list-style-type: none"> • Bring child's previous immunization records if this is your first visit <p>Cancellations – Please call if you are unable to make your appointment</p>

Menasha-Neenah Municipal Court

<p>Menasha-Neenah Municipal Court 211 Walnut Street, Neenah, WI 54956 (920) 886-6285</p>	<p>Hours of Operation Mon.-Thurs. 7:30am - 4:00pm & Fri. - 6:00am - 2:30pm</p>
	<p>City Ordinance No. O-24-01, adopted on November 5, 2001, provides for the creation of a Menasha-Neenah Municipal Court to become operative on May 1, 2002. The term for Municipal Judge is a four-year term commencing May 1, 2002. Selection of the Municipal Judge shall be at the spring election every four years.</p>

<p>Court Address & Contact Information</p> <p>Neenah City Hall, Council Chambers 211 Walnut Street Neenah, WI 54956</p> <p>Court Judge: Honorable James B. Gunz Court Clerk: Amanda Freeman</p> <p>(920) 886-6285</p>	<p>Fines & Payment Information</p> <p>Fines can be paid to the Neenah-Menasha Municipal Court Clerk at the Neenah City Hall. If a copy of the ticket or corresponding letter can be provided, payment can be made at the Neenah Finance department.</p> <p>If after office hours, payments can be made at the Police Department or on the City's website for an additional processing fee.</p>
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2026 Court Calendar		
IA - Initial Appearances - beginning at 9:00am		
JT- Juvenile Trials - beginning at 10:30am		
T- Trials - beginning at 1:30pm		
01/21 – IA; JT; T	05/20 – IA; JT; T	09/16 – IA; JT; T
Feb – No Court	06/10 – IA; JT; T	10/14 – IA; JT; T
03/18 – IA; JT; T	07/15 – IA; JT; T	11/18 – IA; JT; T
04/15 – IA; JT; T	08/19 – IA; JT; T	12/16 – IA; JT; T

Licenses – Fees – Permits

Amusements

Bowling Lanes _____	\$50.00/lane
Circus, Menagerie, Street, or other Carnival _____	\$50.00/day
Music/Coin Operated Mechanical Device _____	\$10.00/machine

Alcohol

Class A Beer (year) _____	\$225.00
Class B Beer (year) _____	\$100.00
Temporary Class "B" Beer and Wine (picnics) _____	\$10.00
Class A Liquor (year) _____	\$350.00
Class B Liquor (year) _____	\$375.00
Class C Wine _____	\$100.00
Alcohol Operator's License (2 years) _____	\$50.00
Provisional Alcohol Operator's License (60 days) _____	\$15.00

Miscellaneous

Building Permit, Inspection Dept. _____	967-3655
Certified Survey Map Review _____	\$150.00 + \$25.00/lot
Direct Seller's Permit, Clerk's Office _____	\$20.00
Eating/Drinking Establishments, Health Dept. _____	967-3520
Escort Services _____	\$1,000.00
Escort _____	\$200.00
Excavation Permit (street r/w) _____	\$25.00
HVAC (new) _____	\$45.00
HVAC (renewal) _____	\$30.00
Junk Dealer _____	\$50.00
Mobile Home License (annual), Health Dept. _____	967-3520
Non-Profit Temporary Restaurant, Health Dept. _____	967-3520
Parking Lot Permit (review fee) _____	\$75.00
Plat Review (preliminary) _____	\$125.00
Plat Review (final) _____	\$250.00 + \$25.00/lot
Recreational Fire Permit _____	\$20.00
Second Hand Store _____	\$200.00
Signs, Community Dev. Dept. _____	967-3650
Site Plan Review, Community Dev. Dept. _____	967-3650
Special Use Permit _____	\$350.00
Tobacco/Cigarette License _____	\$100.00
Tattoo, Health Dept. _____	967-3520
Variance and Zoning Changes _____	\$350.00

Menasha Mayors

1874	O.J. Hall
1875-78	P.V. Lawson, Sr.
1879-81	A. J. Webster
1882	Silas Bullard
1883-84	A. J. Webster
1885	L. J. Noble
1886-89	P.V. Lawson, Jr.
1890-91	Curtis Reed
1892	George Banta
1893	P. V. Lawson, Jr.
1894	John Rosch
1895	George Banta
1896	P. V. Lawson, Jr.
1897	J. M. Pleasants
1898-99	M. M. Schoetz
1900	J. M. Pleasants
1901	Henry Fitzgibbon
1902-03	George Banta
1904-07	August J. Henning
1908-09	N. G. Rimmel
1910-11	Joseph Hill
1912-18	N. G. Rimmel
1919-21	T. E. McGillan
1922-23	M. M. Schoetz
1924-27	N. G. Rimmel
1928-29	W. E. Held
1930-33	N. G. Rimmel
1934-35	F. O. Heckrodt
1936-37	W. E. Held
1938-45	W. H. Jensen
1946-55	John R. Scanlon
1956-59	R. G. DuCharme
1960-65	John L. Klein
1966-67	Kenneth E. Holmes
1968-69	John L. Klein
1970-73	James Adams
1974-81	Victor V. Wiecki
1982-88	Thom A. Ciske
1988-2008	Joseph F. Laux
2008-24	Donald Merkes
2024-Present	Austin R. Hammond

City of Menasha – Quick Directory

Fax _____	967-5273
Ambulance _____	911
Appleton City Hall _____	832-6443
Appleton Area School District _____	832-6161
Assessor (Associated Appraisal) _____	967-3638
Building Inspection _____	967-3655
Calumet County Courthouse, Chilton _____	849-1414
City Attorney _____	967-3608
City Clerk _____	967-3608
Code Enforcement Specialist _____	967-3548
Community Development/Planning/Zoning _____	967-3650
East Central WI Regional Planning Commission _____	751-4770
Engineering Dept. _____	967-3610
Finance Dept. _____	967-3630
Fire – Emergency _____	911
Non-Emergency _____	886-6200
Fox Crossing Village Hall _____	720-7100
Health Dept. _____	967-3520
Heckrodt Wetland Reserve _____	720-9349
Human Resources _____	967-3604
Library _____	967-3680
Marina _____	967-5193
Mayor’s Office _____	967-3608
Menasha Historical Society _____	840-4373
Menasha Post Office _____	722-0326
Menasha School Administration _____	967-1400
Menasha-Neenah Municipal Court _____	886-6285
Menasha-Neenah Sewerage Plant _____	751-4760
Menasha Utilities _____	967-3400
Neenah City Hall _____	886-6100
Parks & Recreation Dept. _____	967-3640
Police – Emergency _____	911
Non-Emergency _____	967-3500
Public Works Facility _____	967-3620
Street Dept./Sanitation Dept./Recycling Dept. _____	967-3620
Senior Center _____	967-3530
Winnebago County Courthouse, Oshkosh _____	727-2880

Melissa Starr

From: Troy Huebner <troy.huebner@sonoco.com>
Sent: Wednesday, June 17, 2026 12:23 PM
To: Paul Much
Cc: Melissa Starr
Subject: Fw: Sonoco Pretreatment Update

Paul,

Please see the update from Willy Mooren.

Thanks,

Troy Huebner
Area Manufacturing Manager
Industrial Paper Products - NA

(920)740-5434 cell
troy.huebner@sonoco.com

From: William Mooren <William.Mooren@sonoco.com>
Sent: Wednesday, June 17, 2026 11:57 AM
To: Troy Huebner <troy.huebner@sonoco.com>
Subject: Re: Sonoco Pretreatment Update

Troy,

6/17/26 Update:

- Biomass unloading started on 6/15. Scheduled completion 7/2
- Equipment check outs 95% complete
- Leak testing complete
- DCS installation and operation complete
- Sludge handling system - 90% complete
 - Installing sludge box rails
 - Centrifuge start up scheduled for 6/22
- Week of 6/22 we will start sending a small amount of process water through the system

Willy Mooren

Plant Superintendent
Phone: 920-729-6853
Cell: 920-358-3071 Email: William.mooren@sonoco.com

Sonoco-Menasha



AGREEMENT

FOR PROFESSIONAL SERVICES

NEENAH-MENASHA SEWERAGE COMMISSION
101 Garfield Avenue
Menasha, WI 54952

JUNE 17, 2026
McM. No. M0032-09-99-00001.00

PROJECT DESCRIPTION

Tertiary Filter Additional Project Clean Water Funding Application Assistance

SCOPE OF SERVICES

McMahon Associates, Inc. (McMahon) agrees to provide the following Scope of Services for this project:

- Assist the five member communities - City of Neenah, City of Menasha, Village of Fox Crossing, Village of Harrison, and the Town of Neenah with their Clean Water Fund (CWF) Financial Assistance Application.
- Submit the CWF Applications to the Wisconsin Department of Natural Resources (DNR).
- Respond to questions and requests for additional information from the DNR during the funding approval process.

ITEMS NOT INCLUDED IN THE SCOPE OF SERVICES

The following is not intended to be a comprehensive list. It is intended to highlight general areas not included in the Scope of Services.

- Construction and bidding services. These will be provided under a separate contract.
- Bond council and legal services.

CLIENT RESPONSIBILITIES

The Scope of Services and fee is based upon the understanding that each member community will provide the following:

- An authorized representative to provide appropriate liaison to accept completed services.
- Financial and other information needed to complete application.

SPECIAL TERMS (Refer also to the attached General Terms & Conditions, which are hereby incorporated by reference into this Agreement.)

The Neenah-Menasha Sewerage Commission agrees that the Project Description, Scope of Services, and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the expressed written consent of McMahon.

COMPENSATION

McMahon agrees to provide the Scope of Services described above for the following Time and Expense compensation.

- \$36,500 (estimate)

COMPLETION SCHEDULE

McMahon agrees to complete this project as follows:

- Clean Water Fund Application (Typ. 5) will be completed by September 30, 2026.

ACCEPTANCE

The General Terms & Conditions and the Scope of Services (defined in the above Agreement) are accepted, and McMahon is hereby authorized to proceed with the services. The Agreement fee is firm for acceptance within sixty (60) days from the date of this Agreement.

NEENAH-MENASHA SEWERAGE COMMISSION

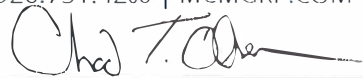
101 Garfield Avenue
Menasha, WI 54952

Authorized Signature

Date

McMAHON ASSOCIATES, INC.

1445 McMahon Drive | PO Box 1025
Neenah, WI 54956 | 54957-1025
920.751.4200 | MCMGRP.COM



Chad T. Olsen, P.E., BCEES
Vice President / Senior Project Manager

June 17, 2026

Date

Attachments: General Terms and Conditions
Fee Schedule
Reimbursable Schedule

1. STANDARD OF CARE

- 1.1 Services: McMahon Associates, Inc. (McMahon) shall perform services consistent with the professional skill and care ordinarily provided by engineers/architects practicing in the same or similar locality under the same or similar circumstances. McMahon shall provide its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the project.
- 1.2 Client's Representative: McMahon intends to serve as the Client's professional representative for those services, as defined in this Agreement, and to provide advice and consultation to the Client as a professional. Any opinions of probable project costs, approvals and other decisions made by McMahon for the Client are rendered based on experience and qualifications and represent our professional judgment. For clarity, Client may sometimes be referred to as "Owner" in this and related documents.
- 1.3 Warranty, Guarantees, Terms and Conditions: McMahon does not provide a warranty or guarantee, express or implied, for professional services. This Agreement or contract for services is not subject to the provisions of uniform commercial codes. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or McMahon. McMahon's services under this Agreement are being performed solely for the Client's benefit, and no other entity shall have any claim against McMahon because of this Agreement or the performance or nonperformance of services hereunder. The Agreement does not create, nor does it intend to create a fiduciary relationship with Client or any other party.

2. PAYMENT AND COMPENSATION

- 2.1 Invoices: McMahon will bill the Client monthly with net payment due in thirty (30) days. Past due balances shall be subject to an interest charge of 1.0% per month. Client is responsible for interest charges on past due invoices, collection agency fees and attorney fees incurred by McMahon to collect all monies due to McMahon. Client is responsible for all taxes levied on professional services and on reimbursable expenses. McMahon and Client hereby acknowledge that McMahon has and may exercise lien rights on subject property.
- 2.2 Reimbursables: Expenses incurred by McMahon for the project including, but not limited to, equipment rental will be billed to the Client at cost plus 10% and sub-consultants at cost plus 12%. When McMahon, after execution of an Agreement, finds that specialized equipment must be purchased to provide special services, the cost of such equipment will be added to the agreed fee for professional services only after the Client agrees to these costs.
- 2.3 Changes: The stated fees and Scope of Services constitute McMahon's professional opinion of probable cost of the fees and tasks required to perform the services as defined. For those projects involving conceptual or process development services, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction, which may alter the Scope. Changes by the Client during design may necessitate re-design efforts. McMahon will promptly inform the Client in writing of such situations so changes in this Agreement can be negotiated, as required.
- 2.4 Delays and Uncontrollable Forces: Costs and schedule commitments shall be subject to re-negotiation for delays caused by the Client's failure to provide specified facilities or information, or for force majeure delays caused by unpredictable occurrences, including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, infectious diseases or pandemics, acts of God or the public enemy, or acts or regulations of any governmental agency. Temporary delay of services caused by any of the above, which results in additional costs beyond those outlined, may require re-negotiation of this Agreement.

3. INSURANCE

- 3.1 Limits: McMahon will maintain insurance coverage in the following amounts:
 Worker's Compensation Statutory
 General Liability
 Bodily Injury - Per Incident/Annual Aggregate \$1,000,000 / \$2,000,000
 Automobile Liability
 Bodily Injury \$1,000,000
 Property Damage \$1,000,000
 Professional Liability Coverage \$2,000,000

If the Client requires coverage or limits in addition to the above stated amounts, premiums for additional insurance shall be paid by the Client.

- 3.2 McMahon's total aggregate liability to the Client for any indemnity obligations, reimbursement of legal fees, or for any damages arising out of or related to the performance of this Agreement, whether based in tort, contract, or any other legal theory, shall be limited as follows: for contracts with a total value less than \$250,000, to the lesser of two (2) times McMahon's fee or \$250,000; for contracts with a total value equal to or exceeding \$250,000, to McMahon's fee under this Agreement not to exceed \$1,000,000.
- 3.3 Additional Insureds: Upon request and to the extent permitted by law, McMahon shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Client as an additional insured for claims caused in whole or in part by McMahon's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Client's insurance policies and shall apply to both ongoing and completed operations. To the extent permitted by law, Client shall cause the contractor, if any, to include McMahon as an additional insured on contractor's Commercial General Liability, Automobile Liability and Excess or Umbrella policies for claims caused in whole or in part by contractor's acts or omissions. The additional insured coverage shall be primary and non-contributory to any of McMahon's insurance policies and shall apply to both ongoing and completed operations, and policies are to be endorsed with a waiver of subrogation, as evidenced on the Certificate of Insurance.

4. CLAIMS AND DISPUTES

- 4.1 General: In the event of a dispute between the Client and McMahon arising out of or related to this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. The Client and McMahon agree to first attempt to resolve the dispute by direct negotiation.
- 4.2 Mediation: If an agreement cannot be reached by the Client and McMahon, unresolved disputes shall be submitted to mediation. The Client and McMahon shall share the mediator's fee and any filing fees equally.
- 4.3 Binding Dispute Resolution: If the parties do not resolve a dispute through mediation, the method of binding dispute resolution shall be litigation in a court of competent jurisdiction.

5. TERMINATION OR SUSPENSION

- 5.1 Client: Termination of this Agreement by the Client shall be effective upon seven (7) day written notice to McMahon. The written notice shall include the reasons and details for termination.

- 5.2 McMahon: If the Client defaults in any of the Agreements entered into between McMahon and the Client, or if the Client fails to carry out any of the duties contained in these Terms and Conditions, McMahon may, upon seven (7) days written notice, suspend its services without further obligation or liability to the Client unless, within such seven (7) day period, the Client remedies such violation to the reasonable satisfaction of McMahon. In addition, McMahon may terminate this Agreement for any reason, with or without cause, by providing seven (7) days written notice to the Client. Upon such termination, all obligations of McMahon shall cease. McMahon shall not be liable for any damages, costs, or additional compensation related to the termination.
- 5.3 Suspension for Non-Payment: McMahon may, after giving 48 hours' notice, suspend service under any Agreement until the Client has paid in full all amounts due for services rendered and expenses incurred.
- 5.4 Payment Upon Termination: If the Agreement is terminated, Client shall be responsible for paying for all work performed and/or expenses and damages incurred by McMahon. Payments shall be made in accordance with Section 2 above.

6. COPYRIGHTS AND LICENSES

- 6.1 Instruments of Service: McMahon and its subconsultants shall be deemed the author and owner of their respective Instruments of Service (IOS), including but not limited to the drawings, specifications, reports, and any computer modeling (BIM, etc.), and shall retain all common law, statutory and other reserved rights, including copyrights.
- 6.2 Licenses: McMahon grants to the Client a nonexclusive license to use McMahon's IOS solely and exclusively for the purposes of constructing, using, and maintaining the project, provided that the Client substantially performs its obligations under this Agreement, including prompt payment of all sums due.
- 6.3 Reuse: Use of IOS pertaining to this project by the Client for extensions of this project or on any other project shall be at the Client's sole risk and without liability or exposure to McMahon, and the Client agrees to defend, indemnify, and hold harmless McMahon from all claims, damages and expenses, including attorneys' fees arising out of such reuse of the IOS by the Client or by others acting through the Client.

7. AGREEMENT CONDITIONS

- 7.1 The stipulated fee is firm for acceptance by the Client within sixty (60) days from date of Agreement publication.
- 7.2 Modifications: This Agreement, upon execution, can be amended only by written amendment to the Agreement signed by both parties.
- 7.3 Governing Law: This Agreement shall be governed by the law of the place where the project is located, excluding that jurisdiction's choice of law rules.
- 7.4 Mutual Non-Assignment: The Client and McMahon, respectively bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Client nor McMahon shall assign this Agreement without the written consent of the other.
- 7.5 Severability: The invalidity of any provision of this Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.
- 7.6 Third Party: Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action, in favor of a third party against McMahon.

8. MISCELLANEOUS PROVISIONS

- 8.1 Additional Client Services: The Client agrees to provide such legal, accounting and insurance counseling services as may be required for the project for the Client's purpose.
- 8.2 Client-Provided Information: The Client agrees that McMahon may rely on information provided by the Client or by third parties engaged by the Client.
- 8.3 Means and Methods: McMahon is not responsible for direction or supervision of construction means, methods, techniques, sequence, or procedures of construction selected by contractors or subcontractors, or the safety precautions and programs incident to the work of the contractors or subcontractors.
- 8.4 Purchase Orders: In the event the Client issues a purchase order or other instrument related to McMahon's services, it is understood and agreed that such document is for Client's internal accounting purposes only and shall in no way modify, add to, or delete any of the Terms and Conditions of this Agreement. Signed acknowledgment of receipt, or the actual performance of services subsequent to receipt, of any such purchase order, requisition or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein. If the Client does issue a purchase order, or other similar instrument, McMahon will indicate the purchase order number on the invoice(s) sent to the Client.
- 8.5 Project Maintenance: The Client (or Owner if applicable) shall be responsible for maintenance of the structure, or portions of the structure, which have been completed and have been accepted for its intended use. All structures are subject to wear and tear, and environmental and man-made exposures. As a result, all structures require regular and frequent monitoring and maintenance to prevent damage and deterioration. Such monitoring and maintenance is the sole responsibility of the Client or Owner. McMahon shall have no responsibility for such issues or resulting damages.
- 8.6 Consequential Damages: Notwithstanding any other provision of the Agreement, McMahon shall not be liable in contract or tort or otherwise for any special, indirect, consequential, or liquidated damages including but not limited to loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project and/or this Agreement.
- 8.7 Corporate Protection: It is intended by the parties to this Agreement that McMahon's services in connection with the project shall not subject McMahon's individual employees, officers, or directors to any personal legal exposure for the risks associated with this project. Therefore, and notwithstanding anything to the contrary contained herein, the Client agrees that as the Client's sole and exclusive remedy, any claim, demand, or suit shall be directed and/or asserted only against McMahon, a Wisconsin corporation, and not against any of McMahon's employees, officers, or directors.
- 8.8 Contingency: The project will evolve and be refined over time. The Client shall provide appropriate contingency for design and construction costs consistent with the reasonable progression of the project. The Client and McMahon agree that revisions due to design clarifications or omissions which result in changes in work during the construction phase which amount to 5% or less of construction costs shall be deemed within the contingency and consistent with the professional standard of care. Accordingly, the Client agrees to make no claim for such costs. Revisions in excess of this threshold shall be resolved per the dispute resolution process.
- 8.9 Project Costs Associated with Agency Plan Review: McMahon will not be responsible for additional project costs due to changes to the design, construction documents, and specifications resulting from the agency plan review process. The project schedule shall either allow for the agency plan review process to occur prior to the bid phase, or if this review occurs after the bid phase, any additional costs would be considered part of the project contingency.
- 8.10 Hazardous Materials: McMahon shall have no responsibility for the discovery, presence, handling, removal, or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the project site.
- 8.11 Climate: Design standards which exceed the minimum requirements within current codes and regulations are excluded. If requested by the Client, climate-related design services or evaluations can be provided for additional compensation.



FEE SCHEDULE | 2026

McMahon Associates, Inc.

Effective: 01/01/2026

LABOR CLASSIFICATION	HOURLY RATE
Principal	\$215.00
Senior Project Manager	\$195.00 - \$215.00
Project Manager	\$145.00 - \$185.00
Senior Engineer	\$195.00 - \$205.00
Engineer	\$115.00 - \$185.00
Senior Engineering Technician	\$145.00 - \$155.00
Engineering Technician	\$85.00 - \$135.00
Senior Architect	\$180.00 - \$200.00
Architect	\$155.00 - \$175.00
Senior Designer	\$130.00 - \$150.00
Designer	\$100.00 - \$120.00
Senior Land Surveyor	\$140.00 - \$190.00
Land Surveyor	\$130.00
Land Surveyor Technician	\$95.00 - \$115.00
Surveyor Apprentice	\$80.00
Erosion Control Technician	\$100.00
Senior Hydrogeologist	\$215.00
Senior Ecologist	\$205.00
Environmental Scientist	\$110.00 - \$140.00
Senior GIS Project Manager	\$195.00
Senior GIS Analyst	\$135.00 - \$155.00
GIS Analyst	\$105.00 - \$125.00
Wetland Delineator	\$125.00
Senior Wetland Delineator	\$165.00
Municipal Planner	\$175.00
Senior Public Management Specialist	\$180.00
Public Management Specialist	\$145.00 - \$160.00
Senior Public Safety Specialist	\$180.00
Public Safety Specialist	\$145.00 - \$160.00
Building Inspector Specialist	\$145.00
Water / Wastewater Specialist	\$115.00 - \$145.00
Senior On-Site Project Representative	\$130.00
On-Site Project Representative	\$70.00 - \$130.00
K-12 Administrative Specialist	\$140.00
State Plan Reviewer	\$155.00
Certified Grant Specialist	\$155.00
Graphic Designer	\$120.00
Senior Administrative Assistant	\$100.00 - \$110.00
Administrative Assistant	\$90.00
Intern	\$55.00 - \$80.00
Professional Witness Services	\$385.00

This Fee Schedule is subject to revisions due to labor rate adjustments and interim staff or corporate changes.

**NEENAH, WISCONSIN
CORPORATE HEADQUARTERS**

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956
Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025
Ph 920.751.4200 | Fax 920.751.4284
Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115
Ph 815.636.9590 | Fax 815.636.9591
Email: MCMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385
Ph 219.462.7743 | Fax 219.464.8248
Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM



REIMBURSABLE EXPENSE SCHEDULE * | 2026

McMahon Associates, Inc.

Effective: 01/01/2026

DESCRIPTION	RATE
REIMBURSABLE EXPENSES:	
Commercial Travel	1.1 of Cost
Delivery & Shipping	1.1 of Cost
Meals & Lodging	1.1 of Cost
Review & Submittal Fees	1.1 of Cost
Outside Consultants	1.12 of Cost
Photographs & Models	1.1 of Cost
Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost
Terrestrial UDAR Scanner	\$50.00/Hour
REIMBURSABLE UNITS:	
Copy Charges - Black & White	\$0.08/Image
Copy Charges - Color / 8½" x 11"	\$0.45/Image
Copy Charges - Color / 8½" x 14" and 11" x 17"	\$0.75/Image
Mileage	\$0.95/Mile
Mileage - Truck/Van	\$1.20/Mile
All-Terrain Vehicle	\$100.00/Day
Global Positioning System (GPS)	\$21.00/Hour
Hand-Held Global Positioning System (GPS)	\$15.00/Hour
Robotic Total Station	\$20.00/Hour
Survey Hubs	\$0.55/Each
Survey Lath	\$1.00/Each
Survey Paint	\$7.75/Can
Survey Ribbon	\$3.50/Roll
Survey Rebars - 1¼"	\$10.00/Each
Survey Rebars - ¾"	\$3.50/Each
Survey Rebars - 5/8"	\$3.50/Each
Survey Iron Pipe - 1"	\$5.00/Each
Survey Steel Fence Post - 1"	\$7.75/Each
Control Spikes	\$2.50/Each
Pin Flags	\$0.30/Each

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* This schedule is not all inclusive.



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.MCMGRP.COM
 EIN NO. 39-0735791

May 29, 2026
 Invoice No: 00943313

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

Invoice Total \$46,130.00

Client No. N0008

Project 09-24-00790 Total Phosphorus, UV Disinfection & Effluent Flow Recording Project
Professional Services from March 29, 2026 to May 02, 2026

Phase	02	Facilities Plan Amendment		
Fee				
Total Fee		38,500.00		
Percent Complete	100.00	Total Earned	38,500.00	
		Previous Fee Billing	38,500.00	
		Current Fee Billing	0.00	
		Total Fee		0.00
			Phase Total	0.00

Phase	04	Design Services		
Fee				
Total Fee		659,000.00		
Percent Complete	12.00	Total Earned	79,080.00	
		Previous Fee Billing	32,950.00	
		Current Fee Billing	46,130.00	
		Total Fee		46,130.00
			Phase Total	\$46,130.00

Invoice Total \$46,130.00

Thank you for your business

Authorized
 By: _____

Chad Olsen

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/18/2026 2025

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	8.0459	x	443	x	8.34	=	29,707
February	7.6810	x	432	x	8.34	=	27,687
March	14.5016	x	252	x	8.34	=	30,535
April	14.8457	x	221	x	8.34	=	27,405
May	12.3738	x	243	x	8.34	=	25,107
June	9.6922	x	298	x	8.34	=	24,093
July	10.3625	x	300	x	8.34	=	25,892
August	8.7566	x	356	x	8.34	=	25,966
September	7.7212	x	371	x	8.34	=	23,882
October	7.0159	x	415	x	8.34	=	24,262
November	6.5666	x	411	x	8.34	=	22,530
December	7.1370	x	412	x	8.34	=	24,531

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	0
July	1	0	0	1	1
August	1	0	0	1	1
September	1	0	0	1	0
October	1	0	0	1	0
November	1	0	0	1	0
December	1	0	0	1	0
Points per each		2	1	3	2
Exceedances		0	0	12	7
Points		0	0	36	14
Total Number of Points					50

50

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/18/2026 2025

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

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

No

If No, please explain:

4. Sewer Use Ordinance

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?

- Yes
 No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

- Yes
 No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

- | 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 |

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks
 Yes gallons
 No

Holding Tanks
 Yes gallons
 No

Grease Traps
 Yes gallons
 No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

6. Pretreatment

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?

- Yes
 No

If yes, describe the situation and your community's response.

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

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Last Updated: Reporting For:

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2025

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	50
Score (100 - Total Points Generated)	50
Section Grade	F

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/18/2026 **2025**

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	5	1	0	0
March	30	27	4	1	0	0
April	30	27	6	1	0	0
May	30	27	3	1	0	0
June	30	27	2	1	0	0
July	30	27	3	1	0	0
August	30	27	2	1	0	0
September	30	27	2	1	0	0
October	30	27	4	1	0	0
November	30	27	3	1	0	0
December	30	27	3	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

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 by 12/31/2029.

3. Treatment Problems

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

None

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:
6/18/2026 **2025**

No
 If Yes, please explain:

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:
6/18/2026 **2025**

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	6	1	0	0
February	30	27	6	1	0	0
March	30	27	4	1	0	0
April	30	27	6	1	0	0
May	30	27	5	1	0	0
June	30	27	4	1	0	0
July	30	27	4	1	0	0
August	30	27	4	1	0	0
September	30	27	4	1	0	0
October	30	27	5	1	0	0
November	30	27	5	1	0	0
December	30	27	5	1	0	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?

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:
6/18/2026 **2025**

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	27	.478	0	.357	.504	.556	.65	0
February	10	27	.575	0	.459	.414	.384	1.044	0
March	10	27	1.702	0	2.053	1.956	.959	1.912	0
April	11	27	1.042	0	2.524	1.053	.644	.268	0
May	11	29	.19	0	.332	.191	.117	.142	0
June	4.4	11	.077	0	.094	.086	.073	.063	0
July	4.4	11	.103	0	.051	.057	.254	.073	0
August	4.4	11	.054	0	.065	.071	.043	.042	0
September	4.4	11	.036	0	.035	.044	.035	.025	0
October	18	47	.061	0	.055	.058	.072	.055	0
November	18	27	.053	0	.068	.054	.042	.059	0
December	18	27	.049	0	.013	.017	.008	.17	0

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:
6/18/2026 **2025**

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	0.177	1	0
February	.8	0.190	1	0
March	.8	0.111	1	0
April	.8	0.208	1	0
May	.8	0.491	1	0
June	.8	0.480	1	0
July	.8	0.477	1	0
August	.8	0.355	1	0
September	.8	0.352	1	0
October	.8	0.510	1	0
November	.8	0.454	1	0
December	.8	0.158	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

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

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/18/2026 2025

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?
486 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	5.4		<8.52			<8.25	<7.13		<9.11		<8.27			0	0
Cadmium		39	85	.661		.779			.727	.713		.829		.93			0	0
Copper		1500	4300	736		878			792	863		854		966			0	0
Lead		300	840	20		19			20	22		21		19			0	0
Mercury		17	57	.403		.208			.792	.454		.309		.465			0	0
Molybdenum	60		75	14		18			12	14		15		13		0		0
Nickel	336		420	22		25			21	22		20		18		0		0
Selenium	80		100	<7.87		<7.48			<7.27	<6.32		<8.03		<7.34		0		0
Zinc		2800	7500	535		623			489	554		669		698			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 (0 Points)

0

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/18/2026 **2025**

- 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:	01/01/2025 - 02/28/2025
Density:	354
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase anaerobic digestion

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	271
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase Anaerobic Digestion. 2 out of the 7 fecal samples were reported as less than detect. The actual density amount should be <270.6

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Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/18/2026 **2025**

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	03/01/2025 - 04/30/2025
Density:	105
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 detect. The actual density amount should be <104.8

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	05/01/2025 - 06/30/2025
Density:	119
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 detect. The actual amount should be <118.7

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2025 - 08/31/2025
Density:	78
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase anaerobic digestion. I collected 8 samples by accident. 6 out of the 8 fecal samples were reported as less than detect. The actual density amount should be <78.4

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/18/2026 2025

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	09/01/2025 - 10/31/2025
Density:	271
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase Anaerobic Digestion. 2 out of the 7 fecal samples were reported as less than detect. The actual density should be <270.6

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	11/01/2025 - 12/31/2025
Density:	144
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Temperature-Phase Anaerobic Digestion. I collect 8 fecal samples instead of 7 by accident. 4 out of the 8 fecal samples were reported as less than detect. The actual density amount should be <143.9

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:	02/28/2025
Option Used To Satisfy Requirement:	Incorporation when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Compliance Maintenance Annual Report

Neenah Menasha Sewerage Commission Wwtf

Last Updated: Reporting For:
6/18/2026 **2025**

Outfall Number:	002
Method Date:	12/31/2025
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:	04/30/2025
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:	06/30/2025
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:	08/31/2025
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:	10/31/2025
Option Used To Satisfy Requirement:	Incorporation when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

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Outfall Number:	002	0
Method Date:	12/31/2025	
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>		

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 manufacturer's 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> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (20 points) <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; margin-bottom: 10px;"> <thead> <tr> <th rowspan="2">Sub Class</th> <th rowspan="2">SubClass Description</th> <th>WWTP</th> <th colspan="2">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 style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>A2</td><td>Attached Growth Processes</td><td></td><td></td><td></td><td style="text-align: center;">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 style="text-align: center;">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 style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>C</td><td>Biological Solids/Sludges</td><td style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>P</td><td>Total Phosphorus</td><td style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">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 style="text-align: center;">X</td><td></td><td></td><td style="text-align: center;">X</td></tr> <tr><td>L</td><td>Laboratory</td><td style="text-align: center;">X</td><td></td><td></td><td></td></tr> <tr><td>U</td><td>Unique Treatment Systems</td><td></td><td style="text-align: center;">X</td><td></td><td></td></tr> <tr><td>SS</td><td>Sanitary Sewage Collection</td><td style="text-align: center;">X</td><td style="text-align: center;">NA</td><td style="text-align: center;">X</td><td style="text-align: center;">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> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (20 points) <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> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A - Wastewater treatment facility does not have a registered or certified laboratory <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> <ul style="list-style-type: none"> <input checked="" type="radio"/> Yes <input type="radio"/> No <input type="radio"/> N/A - Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system 	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
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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
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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.	
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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: 300px;" type="text" value="Melissa@nmscwwtp.com"/></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? Year: <input style="width: 100px;" type="text" value="2025"/></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? Year: <input style="width: 100px;" type="text" value="2025"/></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: 150px;" type="text" value="7,832,635.00"/></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: 150px;" 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: 150px;" type="text" value="7,832,635.00"/></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: 150px;" type="text" value="1,135,398.00"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 150px;" type="text" value="7,832,635.00"/>	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: 150px;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 150px;" type="text" value="7,832,635.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 150px;" type="text" value="1,135,398.00"/>	
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 150px;" type="text" value="7,832,635.00"/>														
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: 150px;" type="text" value="0.00"/>														
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3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 150px;" type="text" value="1,135,398.00"/>														

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

\$ 543,185.00

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

\$ 8,424,848.00

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.

Transformer TX6 repair
 GBT Polymer System
 Explosion-proof hot water UH
 Membrane replacement for aeration basins 1-3
 GBT rehab polymer skid piping
 Lab dishwasher with DI pump
 Plant Drain Bldg. A/C replacement
 Membrane replacement for aeration basins 4 & 5
 Digester Bldg. electrical feed
 Service Bldg. A/C repair
 Screw Pump #4

0

3.3 What amount should be in your Replacement Fund? \$ 1,377,102.00

Please note: If you had a CWFP 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

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:

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	1,283	
February	1,335	
March	1,031	
April	814	
May	489	
June	560	
July	637	
August	607	
September	582	
October	564	
November	758	
December	1,504	
Total	10,164	0
Average	847	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:

By Whom:

Describe and Comment:

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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	520,798	249.42	2,088	920.92	566	4,076
February	456,422	215.07	2,122	775.24	589	4,019
March	507,485	449.55	1,129	946.59	536	3,614
April	545,892	445.37	1,226	822.15	664	2,380
May	630,012	383.59	1,642	778.32	809	1,881
June	590,182	290.77	2,030	722.79	817	10,774
July	667,372	321.24	2,077	802.65	831	13,317
August	552,020	271.45	2,034	804.95	686	15,729
September	511,979	231.64	2,210	716.46	715	9,452
October	535,698	217.49	2,463	752.12	712	1,998
November	476,587	197.00	2,419	675.90	705	9,067
December	521,499	221.25	2,357	760.46	686	4,098
Total	6,515,946	3,493.84		9,478.55		80,405
Average	542,996	291.15	1,983	789.88	693	6,700

7.1.2 Comments:

Elevated natural gas usage June through September is related to the cleaning of one of the two thermophilic digesters and issues bringing the digester back online.

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

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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:

By Whom:

Describe and Comment:

Looked at influent screw pump VFD's

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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:

1. 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.
2. Schedule follow-up televising in the area of Manhole 54.
3. Investigate if Lateral televising can be launched from a 48" mainline on Broad St.
4. 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.
5. 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.

Did you accomplish them?

- Yes
- No

If No, explain:

- 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

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- Enforcement procedures for sewer use non-compliance
- Operation and Maintenance [NR 210.23 (4) (d)]
 - 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:

0

- 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	<input style="width: 50px; text-align: right;" type="text" value="0"/>	% of system/year
Root removal	<input style="width: 50px; text-align: right;" type="text" value="0"/>	% of system/year
Flow monitoring	<input style="width: 50px; text-align: right;" type="text" value="0"/>	% of system/year
Smoke testing	<input style="width: 50px; text-align: right;" type="text" value="0"/>	% of system/year
Sewer line televising	<input style="width: 50px; text-align: right;" type="text" value="0"/>	% of system/year
Manhole inspections	<input style="width: 50px; text-align: right;" type="text" value="0"/>	% of system/year
Lift station O&M	<input style="width: 50px; text-align: right;" type="text" value="0"/>	# per L.S./year
Manhole rehabilitation	<input style="width: 50px; text-align: right;" type="text" value="0"/>	% of manholes rehabbed

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- Mainline rehabilitation % of sewer lines rehabbed
- 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:

Televising and Manhole inspections are planned for 2027.

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:

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

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 the mix liquor and to attempt to maintain compliance with 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" value="2026-06-23"/>
Resolution Number:	<input type="text"/>
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 industrial 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"/>	



COMPLIANCE MAINTENANCE RESOLUTION

NMSC Resolution 2026-1

Resolved that the Neenah-Menasha Sewerage Commission informs the Wisconsin Department of Natural Resources that the following actions were taken by the Neenah-Menasha Sewerage Commission.

1. Reviewed the Compliance Maintenance Annual Report which is attached to this resolution.
2. Set forth the following actions necessary to maintain effluent requirements contained in the WPDES Permit:
 - (a)
 - (b)

Passed by a unanimous / majority vote of the Neenah-Menasha Sewerage Commission on June 23, 2026.

President

Secretary

CAPACITY, MANAGEMENT, OPERATION & MAINTENANCE (CMOM)

Date: **June 6, 2016**

Updated: **June 9, 2026**



NEENAH-MENASHA SEWERAGE COMMISSION

101 Garfield Avenue • Menasha, Wisconsin 54952-3397

(920) 751-4760 • Fax (920) 751-4767

e-mail info@nmscwwtp.com



Midwest Contract Operations

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SECTION 1 – GOALS

YEAR: 2026 - 2027

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 all manholes of the interceptor system in 2026

- Clean and televise the entire interceptor every 5 years (~6,665') **(Completed in 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)**

- 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	Corey Gordon	Menasha	(920) 967-3610
Secretary/Treasurer	Steve Coburn	Town of Neenah	(920) 470-1121
Commissioner	Jennifer Pagel	Harrison Utilities	(920) 989-1062
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 – Joe Arena – (920) 751-1186, 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 – Tony Balza – (920) 729-6100, 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 – (920) 886-2742
- Sonoco – U.S. Mills, 69 Washington St., Menasha, WI 54952

Contact – Cory Smith – (920) 729-6873, Nick Krueger – (920) 729-6855

- Neenah Foundry, 2121 Brooks Avenue, Neenah, WI 54956
Contact – Craig LeNoble (920) 727-7000
- Horseshoe Beverage, 590 Enterprise Drive, Neenah, WI 54956
Contact – Caleb Metzcar – (513) 254-5801
- 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 119B 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 **2025** is **0.00** failures/lift station/**2025**.

- 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 **2025** is **0.00** pipe failures/sewer mile/**2025**.

- 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 **2025** is **0.00** SSO's and TFO's/sewer mile/**2025**.

In **2025** 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 **2025** 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 2025 is 0.00 complaints/sewer mile.

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

The Peaking Factor Ratio for 2025 is 0.0

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

The Peaking Factor Ratio for 2025 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
CRANE ENGINEERING	920-733-4425
CRESCENT ELECTRIC	920-734-4517
DORNER CO. - VALVES (Doug Sprangers)	262-932-2100
EZ GLIDE OVERHEAD DOORS	920-788-3561
FASTENAL	920-738-0300
FERGUSON SUPPLY	920-968-4169
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
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
(920) 751-4760 • Fax (920) 751-4767 • e-mail info@nmscwtp.com

101 Garfield Avenue • Menasha, Wisconsin 54952-3397

**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 WPDES Discharge Permit or create waste that is beyond the treatment capability of the wastewater facility and,

WHEREAS, violation of the WPDES 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 WPDES 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.

NMSC Equipment & Grounds Summary Updated 6/17/2026

Completed Projects

- RAS overhead door photo eyes replaced
- All belts replaced on six thermo digester mixers
- Both Huber classifiers drained, cleaned, and inspected
- Budgeted replacement of the South Grit Chamber Grit Pump (west) by Crane Engineering. Discharge piping opened and obstructions removed.
- The steering cylinders on the sludge loader were replaced
- Chlorine contact chambers drained and hosed
- Service Building A/C lost refrigerant over the winter. The system was pressure tested and no leaks were found. The system was recharged and is operating.
- East Sludge Transfer Pump- 08512 rebuilt
- MicroClor cells acid cleaned and heat exchanger turned off for the summer
- New receivers and pushbuttons installed for the four sludge bay overhead doors
- SE HEX opened and cleaned
- East Polymer System- spare polymer pump installed. Removed pump will be rebuilt with a new casing for spare.
- Sodium hypochlorite feed line repairs

Current/Ongoing Projects

- Blower 2- the new bearing controller was installed, and core have been installed.
- Aeration basin diffuser replacement- Sanitaire/Xylem extended warranty agreement- Basins 1 – 5 completed. Diffusers scheduled to arrive 6/17 and installations will be scheduled for late June or early July.
- Service door replacements / electrical room code compliant door hardware
- Centrifuge Feed Pump 3 rebuild
- Influent submersible budgeted pump replacement- ETA of October and fall install
- Mapcon Lite maintenance program- setup is ongoing
- Bearing assembly replacements for Screw Pumps 1 & 3. Scheduled with Crane Engineering for 7/13 – 7/15
- Digester Building- East Entrance concrete approach install- Scheduled for 7/14
- Effluent manhole repair- surcharged during high flows
- Rebuild of Effluent Pump 1, and motor- Scheduled with Crane Engineering for removal on 8/3
- Primary clarifier inspections- Clarifier 1, 2, & 3- completed
- Aeration basin inspections
- Final clarifier inspections
- Effluent gate actuator failure / replacement- ordered with an ETA of late June
- Unison gas skid surge arrestor replacement
- Generator radiator belt replacements
- Annual Enercon transfer switch service and inspection- scheduled for 9/8
- Interceptor manhole inspections
- Annual breaker and transformer testing- scheduled with Pieper Electric for 7/1
- Plant Drain Building power logging- loggers will be installed at the time of the annual testing to verify service feed loads in consideration of the filter building project

Future Projects

- Primary Clarifier 2 & 3 pit & sidewall valve replacements
- Primary Clarifiers 3 & 4- painting
- Final Clarifier 3- painting
- Replacement of feeder conductors for the Service Building
- GBT rebuilds- Budgeted for 2026
- RAS line assessment
- Clean and assess the line coming into the primary clarifier splitter box
- Digester insulation repair or replacement- Budgeted for 2026

Chlorine Contact Chamber Drain Valve Failures 6/17/2026

While performing the seasonal draining, and hosing of the chlorine contact chambers in early June, it was found that two of the drain line valves for the north chamber have failed since last fall. The downstream valve is located within the drain well, and is accessible, while the upstream valve is buried approximately 23' deep along the south side of the contact chambers. As this buried valve is closed, and cannot be opened, we are unable to completely drain the north chamber.

Excavating to that depth for valve replacement along the edge of the contact chamber and its foundation has many unknowns, and inherent risks. Additional considerations are other piping in that area that would be undermined, the amount of groundwater at that depth, safety, and the size of the excavation that would likely affect the roadway and curb. These factors would all contribute to a large cost with the possibility of varying outcomes.

We are investigating the installation of a new drain pump and pump rails within the north chamber. This approach isn't reliant upon buried valves and piping. The installation could be mirrored for the south chamber at whatever time it is needed. As of this writing, we are still waiting for estimated pricing for the pump, related materials, and installation.

CASH & INVESTMENT REPORT

MAY, 2026

INVESTMENTS						
On May 31, 2026 the NMSC had funds invested in the following:						
	<u>RATE</u>	<u>TERM</u>				
Nicolet National Bank - ICS CDARS -	3.61%	daily	\$892,456	Repl	(Apr-3.61%)	
Nicolet National Bank - ICS CDARS -	3.61%	daily	\$124,829	Depr	(Apr-3.61%)	
Nicolet National Bank - ICS CDARS -	3.61%	daily	\$76,987	Op	(Apr-3.61%)	
Nicolet National Bank - ICS CDARS -	3.61%	daily	\$30,915	CWF-Int	(Apr-3.61%)	
Nicolet National Bank - ICS CDARS -	3.61%	daily	\$1,212	CWF-Debt	(Apr-3.61%)	
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	\$1,011		(Apr = 0.01%)	
Nicolet - Plant Construction Checking -	0.00%	daily	\$1,000	Surplus		
Nicolet-Menasha - Checking -	0.50%	daily	\$648,722		(Apr = 0.50%)	
State of Wisconsin Investment Pool -	3.63%	daily	\$7,564,528		(Apr = 3.69%)	
Petty Cash on Hand -			\$100			
TOTAL INVESTMENTS			\$9,346,208			

RESTRICTED CASH BALANCES			
On May 31, 2026 the NMSC had Restricted Cash Balances of:			
	<u>MAY 2026</u>	<u>MAY 2025</u>	<u>CHANGE</u>
Replacement Fund (gl #125-40)	\$8,840,770	\$8,166,273	\$674,497
Depreciation Fund (gl #125-60)	\$482,283	\$462,438	\$19,845
Funds for Debt payment (prin. & int.)	\$149,598	\$177,668	(\$28,070)
Surplus Fund (gl #125-90)	\$130,431	\$83,527	\$46,905
TOTAL RESTRICTED CASH	\$9,603,083	\$8,889,906	\$713,177
UNRESTRICTED CASH BALANCES			
On May 31, 2026 the NMSC had Unrestricted Cash Balances of:			
	<u>MAY 2026</u>	<u>MAY 2025</u>	<u>CHANGE</u>
Plant Operations (gl #131-00)	(\$256,975)	\$249,911	(\$506,886)
Petty Cash (gl #131-10)	\$100	\$100	\$0
TOTAL UNRESTRICTED CASH	(\$256,875)	\$250,011	(\$506,886)
TOTAL CASH (Restricted & Unrestricted)	\$9,346,208	\$9,139,917	\$206,290

MCO GENERATED INCOME TO THE NMSC			
	<u>MAY</u>	<u>2026 YR-TO-DATE</u>	<u>2025 YR-TO-DATE</u>
Lab testing	\$7,874.63	\$35,646.90	\$24,583.24
Neenah sampling program	\$1,332.00	\$5,946.00	\$5,911.00
Other Income Generated	\$360.00	\$1,368.00	\$1,392.00
TOTAL ESTIMATED INCOME	\$9,566.63	\$42,960.90	\$31,886.24
Thru May, the Commission has received \$33,394.27 in reimbursement from MCO for the above listed income.			

NEENAH-MENASHA SEWERAGE COMMISSION

Summary Income Statement

For the period of 5/1/2026 Through 5/31/2026

	Current Period			Actual	Year To Date		2026
	2026	Budget	Variance		Budget	Variance	Budget
Income Statement							
Operating Revenues from Contract Users	\$405,181.08	\$350,048.42	\$55,132.66	\$1,491,697.05	\$1,750,242.10	(\$258,545.05)	\$4,200,581.00
Total Operating Expenses	\$435,761.80	\$395,064.18	\$40,697.62	\$1,805,601.71	\$1,851,702.14	(\$46,100.43)	\$4,303,395.00
Other Operating Income (Expense)	\$15,229.96	\$11,876.25	\$3,353.71	\$69,302.76	\$59,381.25	\$9,921.51	\$142,515.00
Net Operating Income	(\$15,350.76)	(\$33,139.51)	\$17,788.75	(\$244,601.90)	(\$42,078.79)	(\$202,523.11)	\$39,701.00
Other (Income) Expense	(\$32,147.64)	(\$43,103.73)	(\$10,956.09)	(\$380,621.47)	(\$215,518.65)	(\$165,102.82)	(\$189,645.95)
Net Income (Loss)	\$16,796.88	\$9,964.22	\$6,832.66	\$136,019.57	\$173,439.86	(\$367,625.93)	\$229,346.95

NEENAH-MENASHA SEWERAGE COMMISSION

Summary Balance Sheet (Comparative)

As of 5/31/2026

	2026	2025
Cash	(\$256,874.94)	\$250,297.35
Restricted Cash	\$9,603,082.69	\$8,889,905.57
Receivable from Users/Others	\$179,443.40	\$7,994.88
Prepaid Expenses	\$209,169.63	\$201,833.59
Total Current Assets	\$9,734,820.78	\$9,350,031.39
Fixed Assets (Net of depreciation)	\$14,018,778.83	\$15,075,214.85
Other Assets	\$0.00	\$0.00
TOTAL ASSETS	\$23,753,599.61	\$24,425,246.24
Current Liabilities	\$452,409.69	\$460,176.39
Long-term Liabilities	\$9,837,047.47	\$11,315,132.16
Equity from Users	\$13,314,045.81	\$12,208,735.07
Retained Earnings - Prior Year	\$14,077.07	\$14,077.06
Retained Earnings - Current Year	\$136,019.57	\$427,125.56
TOTAL LIABILITIES & EQUITY	\$23,753,599.61	\$24,425,246.24

NEENAH-MENASHA SEWERAGE COMMISSION

Income Statement

For the period of 5/1/2026 Through 5/31/2026

	Current Period				Year To Date				2026
	2026	Budget	Variance	%	Actual	Budget	Variance	%	Budget
Revenues									
O & M SERVICES - NEENAH	183,095.15	154,197.17	28,897.98	18.7	655,400.09	770,985.85	(115,585.76)	(15.0)	1,850,366.00
O & M SERVICES - MENASHA	78,145.24	57,873.83	20,271.41	35.0	192,750.85	289,369.15	(96,618.30)	(33.4)	694,486.00
O & M SERVICES - TN NEENAH SD	3,550.82	3,587.75	(36.93)	(1.0)	15,888.31	17,938.75	(2,050.44)	(11.4)	43,053.00
O & M SERVICES - FOX CROSSING	50,139.39	43,913.92	6,225.47	14.2	203,274.67	219,569.60	(16,294.93)	(7.4)	526,967.00
O & M SERVICES - HARRISON	19,311.42	18,285.83	1,025.59	5.6	88,053.64	91,429.15	(3,375.51)	(3.7)	219,430.00
O & M SERVICES - SONOCO/US MILLS	70,939.06	72,189.92	(1,250.86)	(1.7)	336,329.49	360,949.60	(24,620.11)	(6.8)	866,279.00
Total Operating Revenues from Contract Users	\$405,181.08	\$350,048.42	\$55,132.66	15.8	\$1,491,697.05	\$1,750,242.10	(\$258,545.05)	(14.8)	\$4,200,581.00
Operating Expenses									
WAGES	0.00	0.00	0.00	0.0	0.00	0.00	0.00	0.0	0.00
PROFESSIONAL FEES	170,705.34	181,179.00	(10,473.66)	(5.8)	907,865.30	905,895.00	1,970.30	0.2	2,174,148.00
SOCIAL SECURITY EXPENSE	0.00	0.00	0.00	#DIV/0!	61.20	250.00	(188.80)	(75.5)	1,000.00
ADMINISTRATIVE EXPENSES	37,113.20	43,833.33	(6,720.13)	0.0	40,505.30	47,166.65	(6,661.35)	(14.1)	13,300.00
TELEPHONE	159.62	275.00	(115.38)	(42.0)	813.66	1,375.00	(561.34)	(40.8)	3,300.00
INSURANCE (PROPERTY, LIABILITY)	8,337.01	8,729.42	(392.41)	(4.5)	41,685.05	43,647.10	(1,962.05)	(4.5)	104,753.00
ELECTRIC, WATER, NATURAL GAS	56,724.90	60,454.92	(3,730.02)	(6.2)	267,320.34	302,274.60	(34,954.26)	(11.6)	725,459.00
INDUSTRIAL METERING & SAMPLING EXPENSES	0.00	491.67	(491.67)	(100.0)	4,517.08	2,458.35	2,058.73	83.7	5,900.00
SLUDGE HAULING/TESTING/OTHER	36,196.55	39,527.58	(3,331.03)	(8.4)	216,759.70	197,637.90	19,121.80	9.7	474,331.00
CHEMICALS	98,233.79	28,506.58	69,727.21	244.6	151,420.14	161,239.14	(9,819.00)	(6.1)	384,404.00
EQUIPMENT MAINTENANCE/REPAIRS	4,382.11	10,333.34	(5,951.23)	(57.6)	58,788.11	51,666.70	7,121.41	13.8	124,000.00
OFFICE/LAB/BUILDING/GROUNDS/SHOP	23,909.28	21,733.34	2,175.94	10.0	115,865.83	138,091.70	(22,225.87)	(16.1)	292,800.00
Total Operating Expenses	\$435,761.80	\$395,064.18	\$40,697.62	10.3	\$1,805,601.71	\$1,851,702.14	(\$46,100.43)	(2.5)	\$4,303,395.00
Income from Operations	(\$30,580.72)	(\$45,015.76)	\$14,435.04	(32.1)	(\$313,904.66)	(\$101,460.04)	(\$212,444.62)		(\$102,814.00)
Other Operating Income (Expense)									
AP DISCOUNTS	0.00	1.25	(1.25)	0.0	0.00	6.25	(6.25)	(100.0)	15.00
MCO INCOME SHARING	9,566.63	6,000.00	3,566.63	59.4	42,960.90	30,000.00	12,960.90	43.2	72,000.00
MISC OPERATING REVENUE	0.00	25.00	(25.00)	100.0	416.63	125.00	291.63	233.3	300.00
INDUSTRIAL METERING/ADMINISTRATIVE FEES	660.00	700.00	(40.00)	100.0	660.00	3,500.00	(2,840.00)	(81.1)	8,400.00
WPPI STANBY SERVICE	4,756.00	4,775.00	(19.00)	(0.4)	24,047.30	23,875.00	172.30	0.7	57,300.00
INTEREST INCOME - O & M	247.33	375.00	(127.67)	(34.0)	1,217.93	1,875.00	(657.07)	(35.0)	4,500.00
Total Other Operating Income (Expense)	\$15,229.96	\$11,876.25	\$3,353.71	28.2	\$69,302.76	\$59,381.25	\$9,921.51	16.71	\$142,515.00
Net Operating Income	(\$15,350.76)	(\$33,139.51)	\$17,788.75	(53.7)	(\$244,601.90)	(\$42,078.79)	(\$202,523.11)		\$0.00

NEENAH-MENASHA SEWERAGE COMMISSION

Income Statement

For the period of 5/1/2026 Through 5/31/2026

	Current Period				Year To Date				2026 Budget
	2026	Budget	Variance	%	Actual	Budget	Variance	%	
Other (Income) Expense									
CAPITAL CHARGES / CAPITAL INCOME	(153,710.00)	(153,710.67)	0.67	(0.0)	(768,557.00)	(768,553.35)	(3.65)	(22.6)	(1,844,528.00)
DEPRECIATION INCOME	(17,571.58)	(17,666.67)	95.09	(0.5)	(87,755.98)	(88,333.35)	577.37	(0.7)	(200,000.00)
REPLACEMENT INCOME	(90,140.24)	(93,999.99)	3,859.75	(4.1)	(448,351.97)	(469,999.95)	21,647.98	(4.6)	(778,000.00)
INTEREST INCOME - CAPITAL	(1,552.91)	(2,000.00)	(447.09)	(100.0)	(23,485.18)	(10,000.00)	(13,485.18)	(100.0)	(7,000.00)
INTERCEPTOR MAINT. - REIMBURSE INCOME	0.00	0.00	0.00	0.0	0.00	0.00	0.00	0.0	(25,000.00)
INTERCEPTOR MAINT. - MANHOLE REPAIR	0.00	0.00	0.00	0.0	0.00	0.00	0.00	0.0	25,000.00
EQUIPMENT REPLACEMENT EXPENSE	38,611.00	26,247.25	12,363.75	47.1	71,558.98	131,236.25	(59,677.27)	(45.5)	314,967.00
DEPRECIATION FUND EXPENSE	27,681.08	36,958.33	(9,277.25)	(25.1)	63,695.09	184,791.65	(121,096.56)	(65.5)	443,500.00
EQUIPMENT & PLANT DEPRECIATION	135,576.59	132,109.77	3,466.82	0.0	667,482.49	660,548.85	6,933.64	0.0	1,629,249.05
INTEREST ON LONG TERM DEBT	28,958.42	28,958.25	0.17	0.0	144,792.10	144,791.25	0.85	0.0	252,166.00
Total Other (Income) Expense	(\$32,147.64)	(\$43,103.73)	(\$10,956.09)	(25.4)	(\$380,621.47)	(\$215,518.65)	(\$165,102.82)	(76.6)	(\$189,645.95)
Net income (Loss)	\$16,796.88	\$9,964.22	\$6,832.66	68.6	\$136,019.57	\$173,439.86	(\$37,420.29)	(21.6)	\$189,645.95

NEENAH-MENASHA SEWERAGE COMMISSION

Balance Sheet (Comparative)

As of 5/31/2026

	<u>2026</u>	<u>2025</u>	<u>Change</u>
Assets			
<u>Current Assets</u>			
FUNDS FOR DEBT SERVICE	\$149,597.76	\$177,668.14	(\$28,070.38)
EQUIPMENT REPLACEMENT FUND	\$8,840,770.10	\$8,166,272.61	\$674,497.49
DEPRECIATION FUND	\$482,283.41	\$462,438.06	\$19,845.35
SURPLUS FUND	\$130,431.42	\$83,526.76	\$46,904.66
CASH	(\$256,874.94)	\$250,297.35	(\$507,172.29)
DUE FROM USERS	\$20,273.94	\$0.00	\$20,273.94
OTHER ACCOUNTS RECEIVABLE	\$159,169.46	\$7,994.88	\$151,174.58
PREPAID EXPENSES	\$209,169.63	\$201,833.59	\$7,336.04
Total Current Assets	<u>\$9,734,820.78</u>	<u>\$9,350,031.39</u>	<u>\$384,789.39</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	\$51,849,536.05	\$52,440,139.73	(\$590,603.68)
CONSTRUCTION WORK-IN-PROGRESS	\$0.00	\$0.00	\$0.00
ACCUMULATED DEPRECIATION	(\$40,411,504.50)	(\$39,945,672.16)	(\$465,832.34)
Total Property, Plant & Equipment	<u>\$14,018,778.83</u>	<u>\$15,075,214.85</u>	<u>(\$1,056,436.02)</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>\$23,753,599.61</u>	<u>\$24,425,246.24</u>	<u>(\$671,646.63)</u>

NEENAH-MENASHA SEWERAGE COMMISSION

Balance Sheet (Comparative)

As of 5/31/2026

	2026	2025	Change
Liabilities and Equity			
Current Liabilities			
ACCOUNTS PAYABLE	\$400,138.05	\$316,600.67	\$83,537.38
PAYABLE TO USERS	\$23,055.72	\$4,996.70	\$18,059.02
ACCRUED INTEREST EXPENSE	\$29,703.72	\$138,569.02	(\$108,865.30)
OTHER CURRENT & ACCRUED LIAB.	\$0.00	\$0.00	\$0.00
ACCRUED PAYROLL/FED/STATE TAX LIABILITY	(\$487.80)	\$10.00	(\$497.80)
OTHER DEFERRED CREDITS	\$0.00	\$0.00	\$0.00
Total Current Liabilities	\$452,409.69	\$460,176.39	(\$7,766.70)
Long Term Liabilities			
BONDS - C.W.F. SERIES 2013	\$7,999,559.02	\$9,215,145.36	(\$1,215,586.34)
S.D. 2 PREPAYMENT - SONOCO PORTION	\$17,488.45	\$19,986.80	(\$2,498.35)
NOTE PAYABLE-2024 STORAGE BUILDING	\$1,820,000.00	\$2,080,000.00	(\$260,000.00)
Total Long Term Liabilities	\$9,837,047.47	\$11,315,132.16	(\$1,478,084.69)
Total Liabilities	\$10,289,457.16	\$11,775,308.55	(\$1,485,851.39)
Equity			
REPLACEMENT FUND EQUITY	\$11,556,604.01	\$10,438,138.51	\$1,118,465.50
DEPRECIATION FUND EQUITY	\$1,834,760.00	\$1,741,688.43	\$93,071.57
CAPITAL EQUITY & 2013 S.D.2 PREPAYMENT	(\$77,318.20)	\$28,908.13	(\$106,226.33)
RETAINED EARNINGS	\$14,077.07	\$14,077.06	\$0.01
Current Year Retained Earnings	\$136,019.57	\$427,125.56	(\$291,105.99)
Total Equity	\$13,464,142.45	\$12,649,937.69	\$814,204.76
Total Liabilities and Equity	\$23,753,599.61	\$24,425,246.24	(\$671,646.63)

NEENAH-MENASHA SEWERAGE COMMISSION

AP Vendor Aging by Invoice Date (Summary)

Report Date: 5/31/26

Vendor ID	VendorName	Days Old					Balance
		0 - 31	32 - 62	63 - 93	94 - 124	125 and Over	
ALLI29	ALLIED UNIVERSAL SECURITY	\$9,196.02	\$0.00	\$0.00	\$0.00	\$0.00	\$9,196.02
AQUA15	AQUACHEM OF AMERICA INC.	\$52,030.00	\$0.00	\$0.00	\$0.00	\$0.00	\$52,030.00
BAD35	BADGER LAB & ENGINEERING	\$411.00	\$0.00	\$0.00	\$0.00	\$0.00	\$411.00
BRA90	BRAZEE ACE HARDWARE	\$103.31	\$0.00	\$0.00	\$0.00	\$0.00	\$103.31
CHEM70	CHEMTRADE CHEMICALS US LLC	\$4,419.84	\$0.00	\$0.00	\$0.00	\$0.00	\$4,419.84
CINT05	CINTAS CORPORATION #2	\$751.23	\$0.00	\$0.00	\$0.00	\$0.00	\$751.23
CRA55	CRANE ENGINEERING SALES INC	\$38,611.00	\$0.00	\$0.00	\$0.00	\$0.00	\$38,611.00
CUM49	CUMMINS INC.	\$20,011.56	\$0.00	\$0.00	\$0.00	\$0.00	\$20,011.56
GFL040	GFL ENVIRONMENTAL	\$2,689.95	\$0.00	\$0.00	\$0.00	\$0.00	\$2,689.95
HAWK35	HAWKINS, INC.	\$7,569.15	\$0.00	\$0.00	\$0.00	\$0.00	\$7,569.15
INNO26	INNOVATE PRO MANAGEMENT	\$8,391.12	\$0.00	\$0.00	\$0.00	\$0.00	\$8,391.12
MEN08	MENASHA ELECTRIC/WATER UTILITY	\$50,980.16	\$0.00	\$0.00	\$0.00	\$0.00	\$50,980.16
MID85	MIDWEST CONTRACT OPERATIONS	\$157,512.44	\$0.00	\$0.00	\$0.00	\$0.00	\$157,512.44
NORT35	NORTH CENTRAL LABS OF WIS, INC	\$169.20	\$0.00	\$0.00	\$0.00	\$0.00	\$169.20
PACE05	PACE ANALYTICAL SERVICES, INC.	\$1,040.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,040.00
PIEP25	PIEPER ELECTRIC, INC.	\$540.60	\$0.00	\$0.00	\$0.00	\$0.00	\$540.60
PROF30	PROFESSIONAL SERVICE INDUSTRIE	\$8,325.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,325.00
TDS25	TDS TELECOM	\$80.43	\$0.00	\$0.00	\$0.00	\$0.00	\$80.43
USCE45	U.S. CELLULAR	\$79.19	\$0.00	\$0.00	\$0.00	\$0.00	\$79.19
WIS12	WI DEPT OF NATURAL RESOURCES	\$37,113.20	\$0.00	\$0.00	\$0.00	\$0.00	\$37,113.20
WIS34	WISCONSIN PUBLIC SERVICE	\$113.65	\$0.00	\$0.00	\$0.00	\$0.00	\$113.65
AGING TOTALS:		\$400,138.05	\$0.00	\$0.00	\$0.00	\$0.00	\$400,138.05
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: 05/31/2026

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.	\$330.00	\$0.00	\$0.00	\$0.00	\$0.00	\$330.00	\$0.00	\$330.00
MEN002	MENASHA PACKAGING COMPAN	\$330.00	\$0.00	\$0.00	\$0.00	\$0.00	\$330.00	\$0.00	\$330.00
MIDW01	MIDWEST CONTRACT OPERATI	\$9,566.63 - <i>PP 6/19</i>	\$9,843.88 - <i>PP 6/11</i>	\$8,162.88 - <i>PP 6/11</i>	\$8,272.63 - <i>PP 6/11</i>	\$0.00	\$35,846.02	\$0.00	\$35,846.02
USP001	U.S. PAPER MILLS CORP.	\$0.00	\$122,663.44 - <i>PP 6/18</i>	\$0.00	\$0.00	\$0.00	\$122,663.44	\$0.00	\$122,663.44
AGING TOTALS:		\$10,226.63	\$132,507.32	\$8,162.88	\$8,272.63	\$0.00	\$159,169.46	\$0.00	\$159,169.46
AGING PERCENTAGES:		6.42%	83.25%	5.13%	5.20%	0.00%	100.00%		

TOTAL AGING BALANCE:	\$159,169.46
TOTAL PAYMENTS ON ACCOUNT:	\$0.00
LEDGER BALANCE:	\$159,169.46
TOTAL DEPOSITS WITH ORDER:	\$0.00
REPORT BALANCE:	\$159,169.46

**NEENAH-MENASHA SEWERAGE COMMISSION (hereinafter NMSC)
RESOLUTION NMSC 2026-2**

**RESOLUTION DECLARING OFFICAL INTENT TO REIMBURSE
EXPENDITURES FROM PROCEEDS OF BORROWING**

WHEREAS, the NMSC, Winnebago County, Wisconsin plans to undertake improvements to its Wastewater Treatment Facilities (The Project); and

WHEREAS, the NMSC expects that the Project will be financed on a long-term basis by either the NMSC issuing tax-exempt bonds or promissory notes, or by the issuance of tax-exempt bonds or promissory notes by the NMSC members: the City of Neenah, the City of Menasha, the Village of Fox Crossing, the Village of Harrison, and the Town of Neenah Sanitary District #2 (the members)(collectively, the "Bonds"); and

WHEREAS, because the Bonds will not be issued prior to January 1, 2027, the NMSC must provide interim financing to cover costs of the Project incurred prior to receipt of the proceeds of the Bonds; and

WHEREAS, it is necessary, desirable, and in the best interests of the NMSC to advance money from its funds on hand on an interim basis to pay the costs of the Project until the Bonds are issued.

NOW THEREFORE BE IT RESOLVED by the Neenah-Menasha Sewerage Commission, that:

Section 1. Expenditure of Funds. The NMSC shall make expenditures as needed from its funds on hand to pay the costs of the Project until Bond proceeds become available.

Section 2. Declaration of Official Intent. The NMSC hereby officially declares its intent under Treas. Regs. Section 1.150-2 to reimburse said expenditures with proceeds of the bonds, the principal amount of which is not expected to exceed \$25,000,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside by the NMSC pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. This Resolution shall be made available for public inspection at the NMSC offices within 30 days after its approval in compliance with applicable State law governing the availability of records of official acts including Subchapter II of Chapter 19 and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This Resolution shall be effective upon its adoption and approval.

IN WITNESS WHEREOF, NMSC has caused this Resolution to be passed this ___ day of ___, 2026.

Ayes _____

Nays _____

NEENAH-MENASHA SEWERAGE COMMISSION

By: _____
President

Secretary



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: INV32948
 Date: 06/01/2026
 Amount Due: 157,056.68

PURCHASE ORDER	DUE DATE	TERMS
	07/01/2026	First of Month
Scope of Work: CONTRACT SERVICES		
Professional Services for the period ending: 07/31/2026		

Description	Contract Amount	Contract Term	Current Billed
1/01/2026 to 12/31/2026 SERVICES	1,576,747.95	1/01/2026 to 12/31/2026 SERVICES	131,395.66
Health Insurance			23,903.58
Liability Insurance			1,757.44
		Subtotal	\$157,056.68
		Total	\$157,056.68

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: **INV33002**
 Date: **06/10/2026**

CONTRACT #	CLIENT ID	PURCHASE ORDER	PAYMENT TERMS	DUE DATE
1108-0306	N001		Net 30	07/10/2026
CONTRACT:	B/S-Billable Mileage			
SCOPE OF WORK:	NMSC 2026 USE OF MCO VEHICLES			
May 2026, Monthly Services				

ACTIVITY	MEMO	HOURS/QTY	RATE	AMOUNT
Mileage		582.00	0.72	419.04
			Subtotal	\$419.04
			Total	\$419.04

Approved by

Paul Much

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

NEENAH-MENASHA SEWERAGE COMMISSION

AP Check Register (Current by Bank)

Check Dates: 5/1/2026 to 5/31/2026

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: NNB-OP - NICOLET NATIONAL BANK					131-0000
141625	05/12/26	P	ALLI29	ALLIED UNIVERSAL SECURITY	\$8,601.00
141626	05/12/26	P	BAD35	BADGER LAB & ENGINEERING	\$429.00
141627	05/12/26	P	BRA90	BRAZEE ACE HARDWARE	\$72.40
141628	05/12/26	P	CHEM70	CHEMTRADE CHEMICALS US LLC	\$4,413.31
141629	05/12/26	P	CINT05	CINTAS CORPORATION #2	\$363.02
141630	05/12/26	P	CRA55	CRANE ENGINEERING SALES INC	\$6,188.00
141631	05/12/26	P	CRE70	CRESCENT ELECTRIC SUPPLY CO.	\$426.39
141632	05/12/26	P	EQU060	EQUIPMENT DPOT WISCONSIN, INC.	\$2,513.69
141633	05/12/26	P	EVE450	EVERGREEN POWER, LLC	\$2,529.99
141634	05/12/26	P	HAC35	HACH COMPANY	\$138.47
141635	05/12/26	P	HYD70	HYDROCLEAN EQUIPMENT INC	\$408.06
141636	05/12/26	P	INT28	INTEGRATED SOLUTIONS, INC.	\$996.00
141637	05/12/26	P	MCM05	MCMAHON ASSOCIATES, INC	\$6,590.00
141638	05/12/26	P	MEN08	MENASHA ELECTRIC/WATER UTILITY	\$47,537.60
141639	05/12/26	P	MID85	MIDWEST CONTRACT OPERATIONS	\$157,387.88
141640	05/12/26	P	PACE05	PACE ANALYTICAL SERVICES, INC.	\$1,040.00
141641	05/12/26	P	USA21	USA BLUEBOOK	\$348.18
141642	05/12/26	P	WEEN15	WE ENERGIES	\$5,830.08
141643	05/12/26	P	WIS34	WISCONSIN PUBLIC SERVICE	\$142.95
141644	05/12/26	P	WISC77	GANNETT WISCONSIN LOCALIQ	\$67.10
141645	05/12/26	P	XYLEM	XYLEM WATER SOLUTIONS USA INC.	\$6,588.77
141646	05/26/26	P	ALLI29	ALLIED UNIVERSAL SECURITY	\$3,001.64
141647	05/26/26	P	BRA90	BRAZEE ACE HARDWARE	\$64.19
141648	05/26/26	P	CARG35	CARGILL INC - SALT DIVISION	\$6,414.30
141649	05/26/26	P	CHEM70	CHEMTRADE CHEMICALS US LLC	\$4,400.26
141650	05/26/26	P	FSOM23	FSO MANAGEMENT	\$35,482.90
141651	05/26/26	P	HAC35	HACH COMPANY	\$529.05
141652	05/26/26	P	HAWK35	HAWKINS, INC.	\$30,871.44
141653	05/26/26	P	INT28	INTEGRATED SOLUTIONS, INC.	\$3,036.00
141654	05/26/26	P	JHCO60	J & H CONTROLS, INC.	\$445.00
141655	05/26/26	P	MCM05	MCMAHON ASSOCIATES, INC	\$26,360.00
141656	05/26/26	P	MEN08	MENASHA ELECTRIC/WATER UTILITY	\$41.72
141657	05/26/26	P	NICO40	NICOLET NATIONAL BANK	\$2,252.32
141658	05/26/26	V 5/26/26	NICO40		
141659	05/26/26	P	PREM25	PREMIUM WATERS, INC	\$80.49
141660	05/26/26	P	TRU25	TRUGREEN LIMITED PARTNERSHIP	\$965.71
141661	05/26/26	P	TTM24	T&T MANAGEMENT LLC	\$600.00
141662	05/26/26	P	VWR60	VWR INTERNATIONAL INC	\$140.76
BANK NNB-OP REGISTER TOTAL:					\$367,297.67
GRAND TOTAL :					\$367,297.67

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

** Denotes broken check sequence.