

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday December 16, 2025 – 8:00 A.M.

101 Garfield Avenue, Menasha WI 54952

### AGENDA

#### 1. ROLL CALL

#### 2. APPROVAL OF MINUTES

- November 18, 2025, Regular Meeting.

#### 3. CORRESPONDENCE

- December 2, 2025, email from Commissioner Brandon Barlow of Harrison to NMSC Commissioners  
RE: Resignation of Brandon Barlow from the NMSC
- December 9, 2025, email from Troy Huebner, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager  
RE: December Update – Sonoco Pretreatment Project

#### 4. OLD BUSINESS

#### 5. NEW BUSINESS

- Operations, engineering matters -

- A. McMahan Associates Report – Update and discussion on the following projects with potential action to be taken based on discussions held:
  - 1. Water Quality Trading
  - 2. Phosphorus Removal & UV Disinfection Equipment
- B. Operating Report for November 2025
  - 1. Operating Report.
  - 2. Equipment and Grounds Report

- Budget, finance matters -

- C. Accounting Report for November 2025
  - 1. Financial Statements.
  - 2. Cash & Investment Report.
- D. 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.
- E. NMSC 2026 Budget Approved MCO Contract Increase
- F. Discussion and potential action on Gray Matter WIN-911 Renewal
- G. MCO Invoices.

#32420	January 2026 Contract Operations	\$ 157,056.68
#32449	Use of MCO Vehicles – November	\$ 414.19
- H. Vouchers – Operating Vouchers #141364 thru #141396 in the amount of \$510,958.50 for the month of November 2025.

#### 6. OTHER BUSINESS TO COME BEFORE THE COMMISSION

- A. Election of Vice-President

#### 7. ADJOURNMENT.

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday November 18, 2025

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

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

**Also Present:** Scott Becher (Neenah), Troy Beyer (Galloway), Brian Dandoy (McClone), Rob Franck (MCO), Gerry Kaiser (Neenah), Tony Kappell (McMahon), Heath Kummerow (Neenah), Dawn Merlin (McMahon), Chad Olsen (McMahon), Chad Pelishek (Harrison), Vicky Rasmussen (Neenah), Jeremy Searl (Fox Crossing), Alissa Van Eperen (Harrison)

**Excused:** Commissioner Raymond Zielinski

### Minutes

**Meeting minutes.** A motion was made/seconded by Commissioners Youngquist/Weyenberg to approve the minutes from the October 28, 2025, Regular Meeting. Motion carried unanimously.

### NMSC 2026 Property & Liability Insurance Renewal

Brian Dandoy of McClone presented the insurance renewal quote from the League of Wisconsin Municipalities. He reported the overall premium increased \$3,313, and he explained that next year's property premium will have a larger increase due to the appraisal that was recently completed. Total building value went up roughly 12%. After discussion, a motion was made/seconded by Commissioners Weyenberg/Coburn to approve the insurance renewal with the League of Wisconsin Municipalities. Motion carried unanimously.

### Correspondence

The following correspondence was discussed:

- November 13, 2025, email from Troy Beyer, Galloway Company to Paul Much, Plant Manager  
RE: Galloway Update

### Old Business

There was no old business to be discussed.

### New Business

#### Operations, Engineering, Planning

**Update on Galloway's efforts to achieve compliance with pretreatment limits:** Troy Beyer gave an update on Galloway Company's progress and shared that they have partnered with a chemical provider and equipment manufacturer and expanded their sampling plan to get more data. He shared that more time is needed to get the data to determine future loadings. Commissioners were willing to give more time to collect data and Troy said he should have an update by the end of December.

**Financing Options for Plant Upgrade:** Brad Viegut of Baird presented eight financing scenarios based on discussions with Commissioners. Scenarios 1-4 include UV disinfection, while scenarios 5-8 do not. Each table gives a comparison of the use of revenue bonds pledged by the Commission, versus Clean Water Fund Loans that each community must apply to borrow. Discussion followed regarding the pros and cons of each option as well as the possibility of water trading. Engineer Olsen stated that the commissioners will need to know which direction their community wants to go in by the next meeting.

Commissioners agreed to discuss the options with their municipal leadership and email Manager Much the direction their community wants to go.

**McMahon Associates Report:** Engineer Olsen shared the opinion of probable cost for the two NMSC project options; (1) Cloth Disk Filters, UV Disinfection, & Flow Meter (\$35,000,000), or Cloth Disk Filters & Flow Meter (\$24,000,000). He also provided schematics and layouts of the two options for commissioners to review.

**McMahon Invoices:** A motion was made/seconded by Commissioners Coburn/Weyenberg to approve payment of invoice #941071, Facilities Plan Amendment, in the amount of \$11,550.00. Motion carried unanimously.

**Operating Report:** Manager Much reported no issues with operations this month. He followed up by letting commissioners know that plant staff are still working to determine the source of the elevated mercury and metals.

**Equipment & Grounds Report:** Rob Franck reviewed his report and provided further details on: Screw pump #4 upper and lower bearing assemblies were replaced by Crane Engineering and is back in service. The RAS room painting will begin the last week of November. The hot water loop replacement between the Plant Drain and Digester buildings had temporary lines removed, and the larger piping was televised to ensure they could be used for routing the permanent piping. The concrete pad for this work will be completed in the spring of next year. Winterizing of equipment is currently in process.

#### Budget, Finance, Personnel

**Financial Statements:** Accounting Clerk Starr reported an operating income for the month of October and MCO generated about \$7,161.13 in additional revenue for the Commission. She reported that operations continue to project lower than last year, so the O&M rates for the December billings were also reduced by 50%.

**TruGreen Lawn Service Renewal:** Rob Franck reported that TruGreen had sent the corrected service renewal form for 2026, and it includes the four "TruYou Lawn Services" only, as discussed at the last meeting. After discussion, a motion was made/seconded by Commissioners Weyenberg/Coburn to approve the TruGreen Lawn Service renewal for \$3,862.84. Motion carried unanimously.

**Update on Sonoco Contract Renewal:** Manager Much shared the contract extension that was prepared for Sonoco/U.S. Paper to extend the agreement term until August 31, 2026, at which time a new contract will be negotiated utilizing current data. After discussion, a motion was made/seconded by Commissioners Coburn/Weyenberg to approve the contract extension. Motion carried unanimously.

**MCO Invoices:** A motion was made/seconded by Commissioners Coburn/Weyenberg to approve for payment MCO invoices #32282 in the amount of \$151,757.34, and #32335 in the amount of \$506.80, with payment to be made after December 1, 2025. Motion carried unanimously.

**Vouchers:** A motion was made/seconded by Commissioners Coburn/Gordon to approve Operating and Payroll Vouchers #141306 through #141363 in the amount of \$401,537.49 for the month of October 2025. Motion carried unanimously.

#### Adjournment

A motion was made/seconded by Commissioners Coburn/Weyenberg to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:53 a.m.

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President

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Secretary