

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

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

101 Garfield Avenue, Menasha WI 54952

AGENDA

1. ROLL CALL

2. APPROVAL OF MINUTES

- March 24, 2026, Regular Meeting

3. CORRESPONDENCE

A. April 21, 2026, email from Troy Huebner, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager
RE: Sonoco Effluent Treatment Plant Update - April 2026

4. 2025 FINANCIAL AUDIT REPORT (Amber Drewieske, Clifton Larson Allen LLP)

A. Discussion and potential action to be taken based on discussions held

5. OLD BUSINESS

6. NEW BUSINESS

Operations, engineering matters

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

1. Phosphorus Removal Project
2. Plant Capacity – New Industrial Customers

B. McMahon Invoices

#942642 Total Phosphorus & Eff Flow Recording Project-Design Services \$ 6,590.00

C. Operating Report for March 2026

1. Operating Report
2. Equipment and Grounds Report

D. Discussion and potential action on August Winter Maintenance Agreement Renewal

E. Discussion and potential action on aeration basin diffusers

F. Discussion and potential action on rebuilding effluent pump #1 and motor

G. Discussion and potential action on Effluent Gate Actuator Replacement

H. Discussion on replacing Sodium Hypochlorite

I. Sewer extension request for Oakridge Road Reconstruction located in the Town of Neenah

J. Sewer extension request for Mader Homestead Acres located in the Village of Harrison

K. Sewer extension request for Mueller Farm Estates located in the Village of Harrison

Budget, finance matters

L. Accounting Report for March 2026

1. Financial Statements
2. Cash & Investment Report

- M. 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
- N. MCO Invoices.

#32761	May 2026 Contract Operations	\$ 157,056.68
#32804	Use of MCO Vehicles – March	\$ 331.20
- O. Vouchers – Operating (\$325,857.14) and Payroll (\$678.80) Vouchers #141531 thru #141577 in the amount of \$326,535.94 for the month of March 2026

7. ADJOURNMENT

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday, March 24, 2026

Meeting was called to order by Commission President Mach at 8:00 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), Emily Franklin (MCO), Chad Olesn (McMahon), Vicky Rasmussen (Neenah)

Minutes

Meeting minutes Motion made/seconded by Commissioners Coburn/Weyenberg to approve the minutes from February 25, 2025, Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

March 18, 2026, email from Troy Huebner, Sonoco/U.S. Paper Mills to Paul Much, Plant Manager.
RE: Sonoco Menasha – WWTP System March 2026 Update

Old Business

There was no old business to be discussed.

New Business

Operations, Engineering, Planning

McMahon Associates Report

Engineer Chad Olsen gave an update on the Phosphorus Removal Project and explained that he is moving forward with the design process. GeoTech completed borings on March 20, 2026, and results should be received in a couple of weeks. Commissioner Pagel asked how Sonoco pays its portion of the financing if the Clean Water Fund is utilized and they are unable to borrow. Discussion followed regarding how the current CWF fund loan repayment is handled, how the billing process works, the deadline of September 30th for CWF applications, and other financing options.

Operating Report

Manager Much reported flows have been high due to snow melt and precipitation, and he is reviewing loadings for a new industry in the area.

Equipment and Grounds Report

Rob Franck reported on Equipment and Grounds items and provided additional details on; The annual WPPI capacity test has been completed, and the results were received on 3/13. The test went well and is utilized to set the reimbursement rate to the Commission. McCotter technicians and the Unison programmer were on site and made some control changes due to an increase in number of alarms. The new reuse water strainer has been installed. The new cooling fan VFD has been installed on Blower 4 by Atlas Copco and is almost ready to be brought online. Aerations basin diffuser replacements 6-9 will be done this year. The screw pump bearing assembly replacements have been ordered and are estimated to ship on 4/27/26. Discussion followed regarding the project considerations document included with the Equipment & Grounds report. Commissioners asked for estimated costs and more detail about each project for the next meeting.

Proposed 2026 Industrial PFAS Testing

A motion to discuss was made/seconded by Commissioners Coburn/Zielinski. Manager Much reported the results for the industrial PFOA/PFOS testing and pointed out that the yellow highlighted industries were above our proposed limits. He explained that the DNR is looking at

reducing PFAS guidance for land application. NMSC is currently below the limits, however, depending upon how much DNR reduces, we may exceed them. He explained that to be proactive we would like to send the included letter to the highlighted industrial users who exceeded the proposed limits requiring them to test one additional time in 2026 to verify the concentrations of PFAS compounds in their waste stream. After discussion, a motion was made/seconded by Commissioners Youngquist/Weyenberg to approve the request for additional testing and send the letter to the industrial users. Motion carried unanimously.

Dairyland Gold

A motion to discuss was made/seconded by Commissioners Coburn/Weyenberg. Manager Much shared that a new industry is looking to open in Menasha and discharge through Fox Crossing. He reached out to them regarding loadings and our pretreatment program. The data received appeared low based on the industry, but shows discharge similar to a Fennemore, WI facility. Manager Much went through and explained the handout and reported that Engineer Olsen is working with Aquaerobics to ensure NMSC has capacity. Discussion followed. After discussion, a motion was made/seconded by Commissioners Weyenberg/Coburn to table the discussion until the April meeting to allow for more information and a recommendation to be compiled and presented.

SCADA License Renewal

A motion to discuss was made/seconded by Commissioners Coburn/Weyenberg. Rob Franck shared the renewal information for the SCADA software. After discussion, a motion was made/seconded by Commissioners Coburn/Weyenberg to approve the SCADA Software Renewal quote as presented. Motion carried unanimously.

9th Street Police Report

A motion to discuss was made/seconded by Commissioners Coburn/Zielinski. Rob Franck reported that he put in a request for the police report for the vandalism that occurred at the 9th Street monitoring station. The police indicated that since it is a government building the vandals could be charged with a felony and asked if the Commission would like to press charges. Discussion followed. After discussion, a motion was made/seconded by Commissioners Gordon/Weyenberg to request community service for the vandals. Motion carried unanimously.

Budget, Finance Matters

Application for Senator Baldwin's Congressionally Directed Spending

President Mach reported the City of Neenah applied for \$23.9 million in appropriations for the Phosphorus Project from Senator Baldwin's Congressionally Directed Spending. Thirteen letters of support were included with the application from municipalities, industries, and elected officials. He shared that another roughly \$6 million has been applied for through the State, and he will reach out if any additional information is needed.

Accounting Report for February 2026

Accounting Clerk Starr reported the auditors will be attending the April meeting to report on the 2025 audit results. There was net operating loss for the month of February, and MCO generated approximately \$8,273 in additional income for the month. She further shared that the estimated refund/receivable spreadsheet was sent to the auditors for review and will be forwarded to the member communities once finalized.

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

Manager Much reported no update at this time.

MCO Invoices

#32680	April 2026 Contract Operations	\$157,056.68
#32720	Use of MCO Vehicles – February 2026	\$ 365.76

Motion made/seconded by Commissioners Coburn/Weyenberg to approve MCO invoice #32680, and #32720 with payment to be made after April 1, 2026. Motion carried unanimously.

Vouchers

Operating and Payroll Vouchers #141489 through #141530 in the amount of \$348,864.60 for the month of February 2026. Motion made/seconded by Commissioners Coburn/Youngquist to approve operating and payroll vouchers. Motion carried unanimously.

Adjournment

Motion made/seconded by Commissioners Coburn/Youngquist to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:51 a.m.

President

Secretary