

**NEENAH-MENASHA SEWERAGE COMMISSION**

**Regular Meeting**

**Tuesday January 27, 2026 - 8:00 A.M.**

**AGENDA**

**1. ROLL CALL**

**2. APPROVAL OF MINUTES**

- December 16, 2025, Regular Meeting

**3. CORRESPONDENCE**

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

**4. OLD BUSINESS**

**5. NEW BUSINESS**

- **Operations, engineering matters** -

- A. Troy Beyer (Galloway) and Tony Kappell (McMahon) will provide the Commission with an update regarding Galloway’s progress toward meeting the requirements of their Compliance Order.
- B. Discussion and potential action on Water Quality Trading – Tom Leach of Leach Farms
- C. McMahon Associates Report – Update and discussion on the following projects with potential action to be taken based on discussions held:
  - 1. Phosphorus Removal & UV Disinfection Equipment.
- D. Operating Report for December 2025
  - 1. Operating Report.
  - 2. Equipment and Grounds Report.

- **Budget, finance matters** -

- E. Accounting Report for December 2025.
  - 1. Financial Statements.
  - 2. Cash & Investment Report.
- F. Discussion and potential action on ordering budgeted screw pump parts.
- G. Discussion and potential action on work order program replacement.
- H. Discussion and potential action on the Industrial Wastewater Service Agreement between NMSC and Sonoco/U.S. Paper.
- I. MCO Invoices.

#32506	February 2026 Contract Operations	\$157,056.68
#32539	Use of MCO Vehicles – December	\$ 464.10

- J. Vouchers – Operating (\$311,544.99) and Payroll (\$955.85) Vouchers #141397 thru #141436 in the amount of \$312,500.84, for the month of December 2025.

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

- A. Election of Officers– President, Vice-President, Secretary for 2026.
- B. Appointment of Treasurer for 2026.
- C. 2026 NMSC Meetings Calendar.

**7. ADJOURNMENT.**

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday December 16, 2025

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

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

**Also Present:** Scott Becher (Neeah), Troy Beyer (Galloway), Rob Franck (MCO); Gerry Kaiser (Neeah), Chad Olsen (McMahon), Bill Pollnow (Neeah)

## Minutes

**Meeting minutes.** Motion was made and seconded by Commissioners Zielinski/Coburn to approve the minutes from the November 18, 2025, Regular Meeting. Motion carried unanimously.

## Correspondence

The following correspondence was discussed:

- 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

## Old Business

There was no old business to be discussed.

## New Business

### Operations, Engineering, Planning

**Galloway Update.** Troy Beyer gave a quick update on the progress being made by Galloway and asked for an extension to the end of January to allow for more data to be compiled. Commissioners thanked him for the update and agreed that more time was reasonable.

**McMahon Associates Report – Water Quality Trading.** Chad Olsen gave an update on the potential for Water Quality Trading to meet the upcoming phosphorus (P) limits. Tom Leach, of Leach Farms, Inc. believes he will be able to provide the 8,900 lbs./year of credits for a total of 20 years to the Commission. However, based on the plan that Leach Farms submitted to the DNR, the total number of credits that have preliminary approval are 5,442.73. Discussion followed. Additional information will be gathered for the next meeting to help commissioners decide.

**McMahon Associates Report – Phosphorus Removal & UV Disinfection.** Chad Olsen explained that UV disinfection system size and cost has grown substantially since it was originally introduced. Discussion followed. After discussion, commissioners agreed to discuss internally what direction their respective communities would like to proceed, as well as what financing option they prefer.

**Operating Report.** Manager Much reported that the plant is in compliance with the WPDES permit. He shared that Galloway had two spills this month, but it did not negatively impact the plant. He further reported that he and Chad Olsen met with a protein powder business, and they will be testing the facility to see what kind of limits are needed.

**Equipment & Grounds Report.** Rob Franck reviewed his report and provided further details on: the hot water loop piping has been completed and backfilled. A concrete door approach will be poured in the spring. The WPPI annual capacity test was performed on 12/4/25. The RAS room painting has been completed. The East digester building sump pump access cover is corroded and will be replaced. The sludge building overhead door opener needs to be replaced. He shared that he is looking into other work order systems because the annual cost for our current ESRI system more than doubled from last year. He is working with other vendors and will share more information once it is available. The Menasha interceptor had an obstruction which was removed. A 48" long section of concrete pipe was obstructing the interceptor. The concrete pipe was cut in half, and it will be removed when the submersible pump is installed.

#### Budget, Finance, Personnel

**Financial Statements.** Accounting Clerk Starr reported the November financial statements are reporting a loss in monthly operations. Clerk Starr further reported that MCO generated about \$7,161 in additional revenue for the Commission. The interest rates for LGIP and ICS CDARS accounts are at 4.02% for November. She reported that the auditors from Clifton Larsen Allen (CLA) will be on site for the financial audit the week of February 9, 2026.

**Update on Sonoco Contract Renewal.** Manager Much reported that the contract extension to 8/31/2026 was signed by Sonoco. Commissioners asked manager Much to reach out to the commission attorney regarding giving Sonoco a timeline for review and feedback of the new contract. Commissioners agreed they want Sonoco to review the contract well before the August deadline to avoid delays with negotiations.

**NMSC 2026 Budget Approved MCO Contract Increase.** Manager Much discussed the MCO contract; MCO is requesting a 3.0% increase on the base contract; taking into account the rate changes in the health insurance and liability insurance, the overall contract increase for 2026 over the 2025 contract is 3.49%. Commissioners agreed that the increase is very reasonable, and MCO has been doing a great job. After discussion, a motion was made/seconded by Commissioners Weyenberg/Coburn to accept the 2026 budget approved MCO Contract increase. Motion carried unanimously.

**Gray Matter WIN-911 Renewal.** Rob Franck reported that the plant has used WIN-911 for alarm callout since it was installed during the 2012 project. The annual renewal cost was \$1,595.00. After discussion, a motion was made/seconded by Commissioners Coburn/Gordon to accept the renewal quote from Gray Matter in the amount of \$1,595.00. Motion carried unanimously.

**MCO Invoices.** A motion was made/seconded by Commissioners Coburn/Weyenberg to approve MCO invoice #32420 in the amount of \$157,056.68, and #32449 in the amount of \$414.19 with payment to be made after January 1, 2026. Motion carried unanimously.

**Vouchers.** A motion was made/seconded by Commissioners Coburn/Zielinski to approve Operating and Payroll Vouchers #141364 through #141396 in the amount of \$510,958.50 for the month of November 2025. Motion carried unanimously.

**Other Business to Come Before the Commission**

**Election of Vice-President.** As discussed earlier, Brandon Barlow resigned from the NMSC. He held the office of Vice-President. President Mach asked if there were any nominations to assume the roll of Vice-President for the remainder of the term. A motion was made/seconded by Commissioners Weyenberg/Youngquist to approve Corey Gordon as the interim Vice-President. Motion carried unanimously.

**Adjournment**

A motion was made/seconded by Commissioners Coburn/Gordon to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:11 a.m.

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President

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Secretary