

NEENAH-MENASHA SEWERAGE COMMISSION

EXECUTIVE SESSION

December 7, 1982

The Executive Session was scheduled on November 30, 1982 by the Neenah-Menasha Sewerage Commission for the purpose of discussing compensation for salaried Commission employees for the ensuing year. The meeting was conducted as a closed session pursuant to Wis. Stats., Section 19.85 (1) (c).

The meeting was called to order by Commission President Siebers at 8:05 P.M.

Present: Commissioners Siebers, Zelinski, Gross, Bemke, Haber and Mulvey.  
Manager Windau


Absent: Commissioner LeCompte

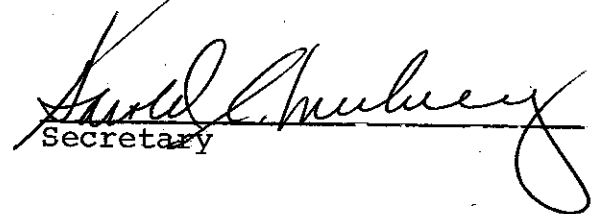
The Neenah-Menasha Sewerage Commission discussed compensation for the ten salaried Commission employees for 1983. The consensus was to establish the following salaries:

General Manager	\$35,500
Superintendent	\$28,000
Chief Chemist	\$24,000
Chemist	\$21,000
Accountant	\$15,750
Secretary	\$12,750
Foreman	\$24,000

These salaries are to begin on January 1, 1983 and are subject to review in 18 months.

Meeting adjourned at 9:30 P.M.

  
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President

  
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Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

December 21, 1982

Meeting called to order by Commission President Siebers at 5:00 P.M.

Present: Commissioners Siebers, Zelinski, Gross, LeCompte, Bemke, Haber, Mulvey;  
Manager Windau; Superintendent Schuelke; Bill Book (Town of Neenah)

Absent: Secretary Stevenson

Moved by Commissioner Mulvey, seconded by Commissioner Bemke to accept the minutes of the Regular Meeting and Executive Session, both held on December 7, 1982 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Mulvey, seconded by Commissioner Gross to table the issue of 1983 compensation for salaried employees for further discussion at an Executive Session to be held immediately after the next Regular Commission Meeting scheduled for January 11, 1983. All present voting aye; Nays, none. Motion carried.

Manager Windau discussed a meeting held on December 15, 1982 with Attorneys Goggin, Gunz, Steffens, Green, Snyder and Bill Book. The need to strengthen municipal sewer use ordinances and develop Commission rules and regulations for the industrial pretreatment program was discussed. Manager Windau was asked by the attorneys to develop appropriate rules and regulations from a model ordinance, with assistance from Neenah and Menasha's Department of Public Works. After the development of


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December 21, 1982 cont...

mutually acceptable rules and regulations, the attorneys will reconvene to further study the issue. Commissioner Mulvey stated that when Manager Windau meets with engineers from the two cities. representatives from the other municipalities should be invited.

Moved by Commissioner Haber, seconded by Commissioner Zelinski to pay the invoice of \$6,085.82 to Visu-Sewer Clean & Seal, Inc. with a retainage of 10%. Voting aye; Commissioners Siebers, Zelinski, Gross, LeCompte, Bemke, Haber and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Mulvey, seconded by Commissioner Gross to adjourn the meeting. All present voting aye; Nays, none. Motion carried. Meeting adjourned at 5:30 P.M.

  
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President

  
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Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

January 11, 1983

Meeting called to order by Commission President Siebers at 7:00 P.M.

Present: Commissioners Siebers, Zelinski, Mulvey, Haber, Gross, Bemke, LeCompte; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Accountant Voigt; Mayor Ciske (Menasha); Alderman Knaack (Neenah); Tom Probst (McMahon Associates); Bill Book (Town of Neenah)

Absent: None

Moved by Commissioner Mulvey, seconded by Commissioner Zelinski to accept the minutes of the Regular Meeting of December 21, 1982 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 12/22/82 letter from Manager Windau to Stanton Kleinert (DNR); re: Update on progress toward the completion of the Industrial Pretreatment Program.
2. 12/27/82 letter to Lawrence J. Weix (DNR) from Stan Labunski (PRC Consoer Townsend); re: Neenah-Menasha Pretreatment Program - Evaluation of Legal Authority-update and progress of Pretreatment Program.
3. Notice of Closed Session of NMSC for the purpose of discussing compensation of salaried Commission employees for the unsuing year.
4. 1/5/83 letter to Manager Windau from Paul Guthrie (DNR) re: Priority Value Recalculation.

Accountant Voigt discussed the Health Insurance for 1983. He received two quotes - one from Wisconsin Physicians Service and one from Blue Cross-Blue Shield. Moved by Commissioner Mulvey, seconded by Commissioner LeCompte that the NMSC purchase the Blue Cross-Blue Shield Hospital Insurance Plan, with a \$500 deductible, in conjunction with National Benefit Consultants, Inc., in Green Bay, on a monthly basis for 1983. Voting aye; Commissioners Siebers, Mulvey, Haber, Bemke, LeCompte, Gross and Zelinski. Nays, none. Motion carried. It was also decided, by the Commission, that retired employees may benefit from the group rate but must pay their own deductible.

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Regular Meeting of January 25, 1983 cont...

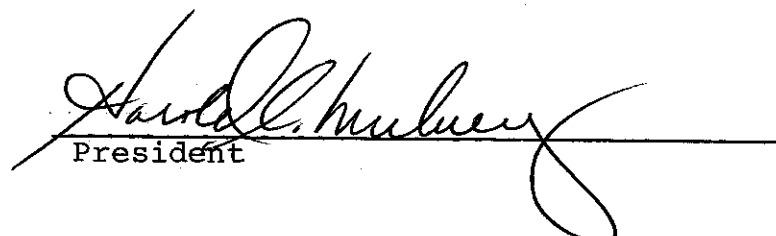
A 1/13/83 cover letter from Manager Windau to the attorneys of the five municipalities, including the Industrial Pretreatment Rules & Regulations of the NMSC" was discussed. A meeting of the attorneys and Manager Windau, to review the Rules & Regulations, is scheduled for January 28, 1983 at 1:30 P.M. If only minor changes are necessary, Manager Windau was authorized to send a rough draft of the Rules & Regulations to the DNR.

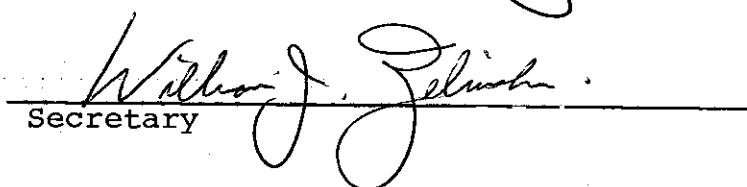
A 1/17/83 letter from the DNR to Manager Windau, encouraging the NMSC to proceed expeditiously with the completion of the Pretreatment Program, to avoid litigation, was discussed.

Ray Osness (Clayton Brown & Assoc.) discussed Step 2 financing. He stated that the Commission should adopt a "Bond Ordinance" authorizing Clayton Brown & Assoc. to sell enough bonds to cover construction after the grant money has been determined. Moved by Commissioner Haber, seconded by Commissioner Zelinski that the NMSC accept the report by Clayton Brown & Assoc. and authorize Foley & Lardner to proceed with the drafting of the "Bond Ordinance". All present voting aye; Nays, none. Motion carried. Ray Osness will inform Foley & Lardner of the Commission's decision.

The final O&M Cost Split between Neenah and Menasha, for 1982, was discussed. Moved by Commissioner Siebers, seconded by Commissioner Haber to approve the 1982 Budget Apportionment of 37% - Neenah and 63% - Menasha. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Bemke to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:03 P.M.

  
President

  
Secretary

Amendment to minutes of the Regular Meeting of January 25, 1983

Paragraph 7 : Add - "Moved by Commissioner Haber, seconded by Commissioner Zelinski to authorize McMahon Associates to proceed with the preliminary design of the plant, upon approval of the grant application by DNR, with no further action of the Commission." All present voting aye; Nays, none. Motion carried.

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

February 8, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber & Siebers; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Tom Probst (McMahon Associates); Bill Book (Town of Neenah)

Absent: None

Moved by Commissioner Haber, seconded by Commissioner Bemke to accept the minutes of the Regular Meeting of January 25, 1983, as amended to include the following motion...

(Paragraph 7)

"Moved by Commissioner Haber, seconded by Commissioner Zelinski to authorize McMahon Associates to proceed with the preliminary design of the plant upon approval of the grant application by DNR, with no further action of the Commission." All present voting aye; Nays, none. Motion carried...

All present voting aye; Nays, none. Motion carried.

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Regular Meeting  
February 8, 1983  
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The following communications were discussed:

1. 1/27/83 letter from Manager Windau to Paul Guthrie (DNR);  
re: Updated project schedule as developed by McMahon Associates.
2. 1/24/83 letter from Harold Clifford, Pres. Sanitary District #4 to  
President Mulvey; re: Confirmation of appointment of Robert Gross to  
NMSC.

Discussion was held on 1/31/83 letter from President Mulvey to Tom Probst (McMahon Associates) authorizing them, in writing, to proceed with Section 1.3 of Agreement - "Preliminary Design Phase" - and the User Charge Study.

Tom Probst (McMahon Associates) presented an up-to-date Engineer's Report on the project. He discussed the flow monitoring program now being conducted at the plant, the sludge digestion pilot program, unit process evaluations and sewer route evaluations. Results of these should be determined by late February.

Mr. Probst also stated that effective January 31, 1983, all work done by McMahon Associates, on the design phase of the NMSC Project, will be eligible for Wisconsin Fund participation. Costs of all Step II work are eligible for EPA funding should the Commission be awarded a Step III EPA grant.

A 2/1/83 letter from Paul Guthrie (DNR) regarding the Wisconsin Fund Advance Commitment for Reimbursement for Step 2 was discussed. Moved by Commissioner Haber, seconded by Commissioner Zelinski to accept the Wisconsin Fund Advance Commitment in the amount of \$511,500. All present voting aye; Nays, none. Motion carried.

Manager Windau reported on the status of the Industrial Pretreatment Program. A letter was sent 1/31/83 to Mr. Stanton J. Kleinert (DNR) with a copy of the rough draft "Industrial Pretreatment Rules and Regulations of the NMSC". A final draft has since been prepared and will be submitted to the attorneys of the participating municipalities for their approval.

Manager Windau discussed a 2/2/83 letter to Mr. Stanton J. Kleinert (DNR) which included three copies of the study "Evaluation of Technical Information, Volume I Addendum, Nov., 1982" which was prepared by Mr. Stanley Labunski PRC Consoer Townsend.

Manager Windau stated that PRC Consoer Townsend should be able to complete their work in the Industrial Pretreatment Program upon approval of the final draft of the "Industrial Pretreatment Rules and Regulations of the NMSC" by the Commission.

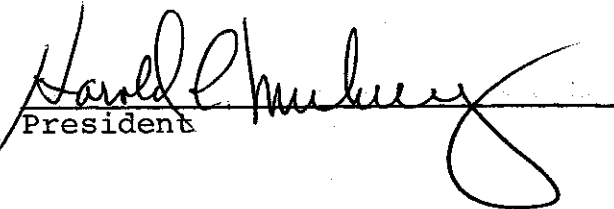
President Mulvey discussed the formation of an Executive Committee to be comprised of the officers of the NMSC. Other committees would also be formed such as Finance, Operating, etc. with the President to appoint three Commissioners to each committee. The committees would meet and discuss certain subjects and any pertinent information would be put on the agenda for the Regular Commission Meetings.

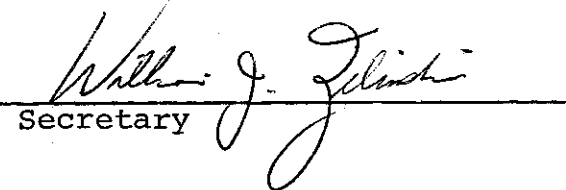
The subject of preparing Commission agendas was discussed. It was the concensus of the Commission that if anyone has items to be included on the agenda they are to call the Commission office by the Thursday before the meeting with such information.

A discussion was held on establishing by-laws and policies of the NMSC. It was suggested that Secretary Stevenson index the minutes of the NMSC meetings to include important data to be remembered. The subject of preparing a booklet on the by-laws and policies of the NMSC was also discussed. These topics are to be discussed further at the Regular Meeting on February 22, 1983.

Moved by Commissioner Siebers, seconded by Commissioner Bemke to approve Operating Fund Vouchers #6309 thru #6327 in the amount of \$28,231.40 and Payroll and Closing Vouchers #12578 thru #12646 in the amount of \$41,514.62 for the month of January, 1983. Voting aye; Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber and Siebers. Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Gross to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:00 P.M.

  
President

  
Secretary

January 11, 1983  
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Tom Probst (McMahon Associates) presented an Engineer's Report on the NMSC project. The question of the Value Engineering Option of McMahon's contract was raised, by the DNR. Using McMahon Assoc. as a prime contractor to coordinate and subcontract Value Engineering Services either through URS or a subcontractor of the Commission's choice, is approvable by State and Federal Agencies. Moved by Commissioner Haber, seconded by Commissioner Gross authorizing McMahon Associates to contract for the Value Engineering. All present voting aye; Nays, none. Motion carried. Manager Windau was authorized to inform DNR of the Commission's decision.

Election of Officers was held.

Commissioner Haber nominated Harold Mulvey as President of the Neenah-Menasha Sewerage Commission for a one year term. Moved by Commissioner Gross, seconded by Commissioner Haber that nominations be closed and a unanimous vote be cast. All present voting aye; Nays, none. Motion carried.

Commissioner Gross nominated Dale Siebers as Vice President of the Neenah-Menasha Sewerage Commission for a one year term. Moved by Commissioner Mulvey, seconded by Commissioner Haber that nominations be closed and a unanimous vote be cast. All present voting aye; Nays, none. Motion carried.

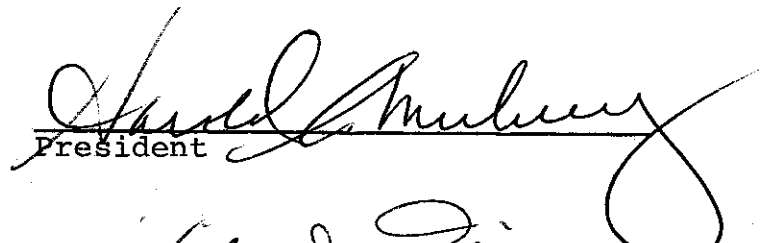
Commissioner Gross nominated William Zelinski as Secretary of the NMSC for a one year term. Moved by Commissioner Haber, seconded by Commissioner Mulvey that nominations be closed and a unanimous vote be cast. All present voting aye; Nays, none. Motion carried.

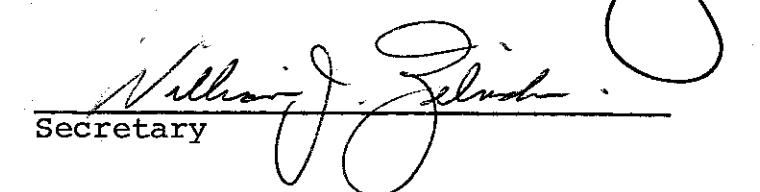
The subject of the Cost Split between the five municipalities for Step 2 Design Costs was tabled until the next Regular Meeting on January 25, 1983, at which time Ray Osness (Clayton Brown) will be present to discuss this subject.

Industrial Pretreatment Rules and Regulations were briefly discussed. A meeting has been scheduled between the Attorneys for the five municipalities and Manager Windau for January 28, 1983 - 1:30 P.M. to review these rules and regulations.

Moved by Commissioner Bemke, seconded by Commissioner Haber to approve Operating Fund Vouchers #6210 thru #6308 in the amount of \$161,852.43 and Payroll and Closing Vouchers #12485 thru #12577 in the amount of \$63,253.73 for the month of December, 1982. Voting aye; Commissioners Siebers, Zelinski, Gross, LeCompte, Bemke, Haber and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Zelinski to recess the Regular Meeting for five minutes and reconvene in closed session to discuss 1983 salaries and benefits for the salaried employees of the Neenah-Menasha Sewerage Commission. The closed session is held pursuant to Wis. Stats., Sec. 19.85 (1) (c) and was scheduled on December 21, 1982. Meeting recessed at 8:25 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Executive Session

January 11, 1983

The Executive Session was scheduled on December 21, 1982 by the Neenah-Menasha Sewerage Commission for the purpose of discussing compensation for salaried Commission employees for the ensuing year. The meeting was conducted as a closed session pursuant to Wis. Stats., Section 19.85 (1) (c).

The meeting was called to order by Commission President Siebers at 8:30 P.M.

Present: Commissioners Siebers, Zelinski, Gross, LeCompte, Bemke, Haber and Mulvey.

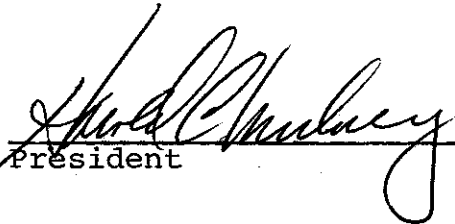
Absent: None

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Executive Session  
Page 2  
January 11, 1983 cont...

The Neenah-Menasha Sewerage Commission discussed compensation for the ten salaried Commission employees. The consensus was to grant a \$1,000 per year increase across the board, to be reviewed in 18 months. Merit increases may be granted at any time at the discretion of the Commission.

Meeting adjourned at 9:30 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

January 25, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Siebers, Zelinski, Haber, Gross, Bemke; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Mayor Ciske (Menasha); Ray Osness (Clayton Brown & Assoc.); Tom Probst (McMahon); Bill Book (Town of Neenah)

Absent: Commissioner LeCompte

Moved by Commissioner Siebers, seconded by Commissioner Bemke to accept the minutes of the Regular Meeting and Executive Session of January 11, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communication was discussed:

1. 1/14/83 letter to DNR from Manager Windau; re: Notification that the Neenah-Menasha wastewater treatment plant violated its WPDES permit No. WI-2206085 by exceeding the weekly average limit of effluent suspended solids.

The subject of salaried employees' compensation for 1983 was discussed. Moved by Commissioner Haber, seconded by Commissioner Gross to grant the NMSC salaried employees a \$1000 per year increase across the board, retroactive to January 1, 1983, with the salaries to be frozen for 18 months. Merit increases may be granted at any time at the discretion of the Commission. Voting aye; Commissioners Mulvey, Zelinski, Gross, Bemke, Haber and Siebers. Nays, none. Motion carried.

Manager Windau reported on the Step 2 project status. He stated that the DNR, while reviewing the Ordinance-Contract, found a discrepancy. The term of the Commissioners' office was deleted. Attorney Goggin has since sent a letter to each of the attorneys for the five participating municipalities requesting an amendment to the Ordinance-Contract to indicate the terms of office to read January 31 instead of December 31. As for the status of the application, no added information is needed by DNR.

Two meters have been installed by McMahon Associates to test the accuracy of the Venturi meter and to measure flow in the Neenah interceptor.

Copies of a 1/10/83 letter from Paul Guthrie (DNR) to Manager Windau granting prior approval from the DNR for preparing parallel construction cost estimated for both the state grant fundable capacity and the total proposed design construction cost for the water pollution abatement project, and a 1/13/83 letter to John Hario (DNR) from Manager Windau, advising the DNR of the decision of the NMSC on the procedure for contracting for value engineering services, were discussed.

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NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting  
February 22, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Haber and Siebers;  
Attorney Goggin; Superintendent Schuelke; Secretary Stevenson;  
Alderman Knaack (Neenah); Tom Probst (McMahon Assoc.); Bill Book  
(Twn. of Neenah)

Absent: Commissioner Bemke; Manager Windau

Moved by Commissioner Zelinski, seconded by Commissioner Haber to accept the minutes of the Regular Meeting of February 8, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 2/9/83 letter to Margie Devereaux (DNR) from Manager Windau;  
re: Signed copy of "Advance Commitment For Reimbursement" to Wis.  
Fund for Step 2.
2. 2/10/83 letter to Ray Osness (Clayton Brown, Assoc.) from McMahon Assoc.;  
re: Copy of page from proposal of August 2, 1982 to NMSC providing estimates  
of project costs and grants - now advising them to add about 10% to  
these amounts to provide some allowance for error.

Attorney Goggin reported on his review of the DNR comments on the Ordinance-Contract as stated in their 2/3/83 letter to Manager Windau. He made reference to Paragraph B, pages ii and iii, of the new Ordinance-Contract and stated that it is clear that the only surviving section of the initial ordinance passed by the Cities of Neenah and Menasha is section 1 (1) of each ordinance, which relates only to the recreation of the NMSC under 66.30 of the Wis. Statutes. He also stated that an appropriate amendment is in the process of passage by each participating municipality regarding the term of office of Commissioners after the expiration of the term of office of the initial Commissioners. He also mentioned that each participating municipality is also in the process of passing a new sewer ordinance.

The subject of the second draft of the Industrial Pretreatment Rules and Regulations was briefly discussed. Attorney Goggin stated that there are some changes to be made and he is waiting to hear from the other attorneys.

Tom Probst (McMahon Assoc.) gave the Engineer's Report on the project. Topics to be discussed on the preliminary design work were broken down for consideration at a number of the NMSC meetings in March, April and May. For each Commission meeting, McMahon staff would plan to meet approximately one week in advance with appropriate utility staff to obtain their input. The schedule is as follows:

March 8

1. Preliminary sludge study results and economic evaluations
2. General site considerations
3. Industrial use contracts

March 22

1. Interceptor requirements and alternatives
2. Service building requirements and use of existing building
3. Value Engineering

April 12

1. General plant process layout and preliminary unit sizing
2. Detailed review of headworks and primary treatment

April 26

1. Detailed discussion of secondary process
2. Outline of user charge system and alternative capital cost recovery systems

May 10

1. Flow and load study report
2. Final unit design review
3. Presentation of sludge pilot plant study final results and recommendations

(cont.)

February 22, 1983  
cont...

May 24

1. Presentation of preliminary design documents
2. Review of plant layout and preliminary building design recommendations
3. Review of interceptor recommendations
4. Project schedule for detailed design and Step III grant applications

Tentative meetings with McMahon were scheduled for March 2 and March 16 at 1:00 P.M.

Commission President Mulvey discussed his memo regarding the following committee appointments for the NMSC.

Executive Committee

Harold C. Mulvey	President
Dale Siebers	Vice President
William Zelinski	Secretary

Operations, Engineering & Planning Committee

Adam Haber  
Archie LeCompte  
Frank Bemke

Budget & Finance & Personnel Committee

Dale Siebers  
William Zelinski  
Robert Gross

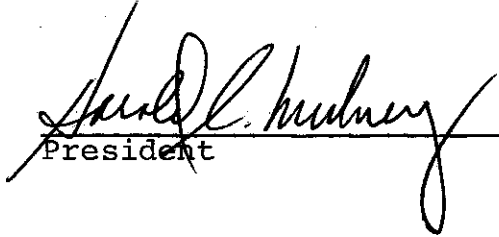
The President of the Commission and the General Manager shall be ex-officio members of all committees. The Plant Superintendent shall work with the Operations, Engineering & Planning Committee. The Accountant shall work with the Budget & Finance Committee.

Committee meetings will be held, when necessary, with the required notices sent to the press.

Manager Windau was authorized to send a letter to McMahon Assoc. informing them of the members on the Operations, Engineering and Planning Committee.

Superintendent Schuelke reported on a meeting he attended at the Menasha Fire Department regarding Spill Protection - Hazardous Chemicals. A request has been made, by the Fire Department, to certain industries and the NMSC, for monies to help purchase two sets of protective equipment to be used by the Menasha Fire Department. Mr. Schuelke requested that the Commission appropriate a maximum of \$500 toward this cause. Commission members were in agreement on the subject, but another meeting is scheduled for February 23, 1983, at the Menasha Fire Department, at which time more information will be available.

Moved by Commissioner Siebers, seconded by Commissioner LeCompte to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:15 P.M.

  
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President

  
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Secretary



NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

March 8, 1983

Meeting called to order by Commission President Mulvey at 5:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, Bemke, Haber and Siebers; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Alderman Knaack (Neenah); Bill Book & LeRoy Goldbeck (Town of Neenah); Ray Osness (Clayton Brown & Assoc.); Tom Probst & Tom Vik (McMahon Assoc.)

Absent: Commissioner LeCompte

Moved by Commissioner Siebers, seconded by Commissioner Bemke to accept the minutes of the Regular Meeting of February 22, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Gross to accept the minutes of the Operations, Engineering & Planning Committee and Budget, Finance & Personnel Committee meeting of March 2, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 2/11/83 letter to NMSC from John Stevens (President, Grand Chute-Menasha West Sewerage Commission) congratulating NMSC on receiving commitment for Step 2 funding and improved priority ranking.
2. 2/25/83 letter to Tom Probst (McMahon Assoc.) from Manager Windau; re: informing them of special committees to deal with special Commission issues.
3. 2/15/83 letter to Manager Windau from Jim Savinski (DNR); re: DNR reviewing sludge agricultural landsites - approved one in Town of Clayton.
4. 2/21/83 letter to Manager Windau from Jim Savinski (DNR); re: rescind approval of landfill site in Town of Clayton.
5. 2/16/83 letter to John Wilke (City Eng. -Neenah) from McMahon Assoc.; re: Copy of pump curves and pump setting drawings for the propellor pumps at the by-pass pumping station.
6. 3/1/83 letter to DNR from McMahon Assoc.; re: Sketch of proposed Sanitary Sewer crossing of the Menasha River and Canal Channels in the City of Menasha.

Manager Windau distributed copies of the 1982 NMSC Financial Audit, as prepared by Schenck & Assoc. John Gerdener, Schenck & Assoc. will be at the next regular NMSC meeting on March 22, 1983 to discuss the audit.

Ray Osness, Clayton Brown & Assoc., presented and reviewed the draft bond ordinance as prepared by Foley & Lardner. He stated that the ordinance is virtually complete. He presented a Timetable of Events to finance Step 2 costs. On March 22, 1983 the Commission should adopt and publish the bond ordinance. The BAN (Bond Anticipation Note) resolution will also be reviewed on that date. On April 12, 1983, the Commission should adopt the BAN resolution. May 2-6, 1983 was set as the date to close the issue and delivery of the \$700,000 BANs. Mr. Osness also discussed the subject of rating. He stated that both Neenah and Menasha have AA and A ratings. The Town of Menasha has an A rating. He stated that the NMSC is an unusual government entity, created under 66.30, and this could hurt their rating. He thought the Commission could get an A to BB rating for 3 year notes. Mr. Osness suggested he discuss BANs with our local banks and will report back to the Commission on March 22, 1983. If local banks are not good, then he suggested the Commission go to negotiated underwriting. President Mulvey scheduled a Finance Committee meeting for late afternoon on March 16, 1983 to receive and discuss the BAN resolution with Mr. Osness.

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to authorize Ray Osness (Clayton Brown & Assoc.) to contact local banks in Neenah, Menasha and the Town of Menasha regarding BANs in the amount of \$700,000. All present voting aye; Nays, none. Motion carried.

(cont.)

March 8, 1983

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Tom Probst and Tom Vik, McMahon Assoc., gave a progress report on the project. Probst discussed site considerations and contracts with Industrial Users. He stated we must have commitments from Industry by the end of Step 2 but the NMSC must inform Industry as to what comprises the end of Step 2. The schedule calls for completion of the project plans by December, 1983, giving 2-3 months for re-design if an industry should pull-out. By April, 1984, the plans and specs must be in or the NMSC will be by-passed in receiving grant monies.

President Mulvey requested an Executive Session of the Commission to discuss policies. Moved by Commissioner Haber, seconded by Commissioner Zelinski to schedule an Executive Session of the NMSC for March 22, 1983, following the regularly scheduled meeting which commences at 7:00 P.M. at the Commission's Office at Garfield Avenue, City of Menasha, Wisconsin, to discuss strategy of negotiations with industry regarding Industrial Contracts. The meeting will be conducted as a closed session pursuant to Wis. Stats., Sec. 19.85 (1)(c). Voting aye; Commissioners Mulvey, Zelinski, Gross, Bemke, Haber and Siebers. Nays, none. Motion carried.

Tom Vik summarized the Sludge Study results.

Probst then discussed the Interceptor Project. He presented three alternatives:

1. Replace the existing interceptor (same location)
2. New interceptor - new location (abandon old one)
3. New interceptor plus rehabilitate the existing interceptor

He stated that it was necessary to know if the Interceptor Project was to be build by both S.D. #4 and the NMSC or one of the two. Moved by Commissioner Haber, seconded by Commissioner Zelinski to authorize Manager Windau to write a letter to S.D. #4 asking their approval of the Interceptor Project being done under one contract under the jurisdiction of the NMSC. All present voting aye; Nays, none. Motion carried.

Committee meetings were scheduled for March 16, 1983 at 4:30 P.M.

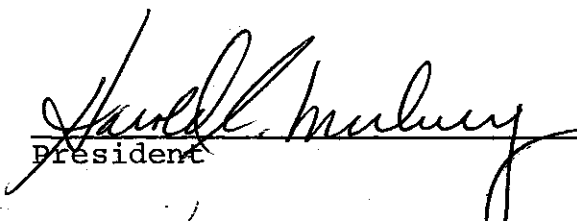
The Industrial Pretreatment Rules and Regulations were discussed. The participating attorneys will meet on March 23, 1983 to discuss the third draft.

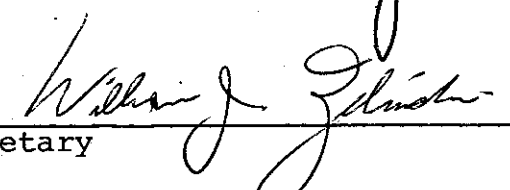
Moved by Commissioner Bemke, seconded by Commissioner Siebers to authorize payment of \$2,142.42, with a 10% retainage, to PRC Consoer Townsend for Engineering Services performed on Phase II of an Industrial Pretreatment Progrsm in accordance with an Agreement For Engineering Services dated June 2, 1982. Voting aye; Commissioners Mulvey, Zelinski, Gross, Bemke, Haber and Siebers. Nays, none. Motion carried.

The subject of a new Foremen's schedule was tabled until March 22, 1983 after it has been discussed at the Finance and Personnel Committee meeting on March 16, 1983.

Moved by Commissioner Siebers, seconded by Commissioner Gross to approve Operating Fund Vouchers #6328 thru #6394 in the amount of \$81,641.17 and Payroll and Closing Vouchers #12647 thru #12704 in the amount of \$41,494.97 for the month of February, 1983. Voting aye; Commissioners Mulvey, Zelinski, Gross, Bemke, Haber and Siebers. Nays, none. Motion carried.

Moved by Commissioner Bemke, seconded by Commissioner Siebers to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 6:40 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingMarch 22, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber & Siebers; Manager Windau; Superintendent Schuelke; Accountant Voigt; Attorney Goggin; John Gerdener (Schenck and Associates); Ray Osness (Clayton Brown and Associates); Tom Probst (McMahon and Assoc.); Garry Rice (URS); Bill Book (Town of Neenah); Alderman Knaack (Neenah).

Absent: Secretary Stevenson

Moved and seconded by Commissioners Gross and Siebers to accept the minutes of the Regular Meeting of March 8, 1983 and place them on file. Motion carried unanimously.

Moved and seconded by Commissioners Zelinski and Gross to accept the minutes of the Committee Meetings of March 16, 1983 and place them on file. Motion carried unanimously.

The following communications were discussed:

1. 3/17/83 notice of closed session immediately following the regular Commission meeting on 3/22/83.
2. 3/9/83 letter to President Harold Clifford, Sanitary District #4, from Manager Windau concerning the design and construction of the Menasha interceptor under one Step 2 and Step 3 grant, rather than splitting the project between the two Commissions.
3. 3/10/83 letter to President Thomas Burrows, Waverly Sanitary District, from Attorney Goggin concerning amendment to the Ordinance-Contract (re: 3 year Commissioners terms of office) via ordinance rather than resolution.

John Gerdener, Schenck and Associates, gave a lengthy report on the audit, and then discussed their 3/2/83 letter to the Commission which recommends revision to the accounting system, recommends completion of a plant ledger to inventory the fixed assets and recommends revisions to the voucher approval and check signing procedure. Gerdener said that a new accounting system should be designed to handle the complex construction costs including the federal or state grant programs, and to handle the new replacement fund. It should be ready to be implemented on 1/1/84. In response to questions, Gerdener said the new accounting system could be developed by them by mid-summer, but we should plan to get through all of 1983 on our existing system. Commissioner Siebers requested Gerdener to submit a proposal for developing the new accounting system.

It was moved and seconded by Commissioners Siebers and Zelinski to accept the Financial Statements of December 31, 1982 and the Auditor's Report from Schenck and Associates. Motion carried unanimously.

It was moved and seconded by Commissioners Siebers and Zelinski to authorize Accountant Voigt to request payment of \$2,514.16 from the City of Neenah and to pay \$37,605.10 to the City of Menasha in accordance with the financial statement for 1982. Motion carried unanimously.

Ray Osness distributed a final draft of the Bond Ordinance and a draft of the Bond Anticipation Note Resolution. He noted that Foley and Lardner prepared the Bond Ordinance in such a manner that both the Bond Ordinance and BAN Resolution should be approved simultaneously by the NMSC. Approval of these should occur at the April 12 Regular NMSC Meeting, or at an earlier special meeting. Osness has sent-out "Private placement memos" to local banks who have expressed interest in providing the \$700,000. The NMSC will sign a "note purchase agreement" with the selected bank - probably on the same day as approval of the Bond Ordinance and BAN Resolution. The Bond Ordinance must then be published and the NMSC can obtain the money 30 days after publication.

Tom Probst gave a project progress report.

1. Sludge thickening studies are completed. They will begin preparing the economic analysis and recommendations.

cont...

March 22, 1983  
cont...

2. Sludge digestion studies continue with the addition of a digester at 25 days detention.
3. They are preparing the 3 options for service building use.
4. The DNR has verbally stated that televising the entire Menasha interceptor could be identified for a cost overrun.
5. Probst has not been able to discuss the proposal of a URS value engineering team with Mark Williams, DNR, for his reaction.

Garry Rice reviewed the alternatives for the Menasha interceptor. There are now five.

1. Rehabilitate the existing interceptor.
2. Build a shallow interceptor down Tayco Street.
3. Build a deep interceptor down Tayco Street.
4. Build a shallow interceptor down railroad.
5. Build a deep interceptor down railroad.

Rice noted that maintaining the existing interceptor was essential with the Tayco or railroad alternatives.

A motion was made and seconded by Commissioners Haber and Zelinski to authorize McMahon Associates to televise the entire Menasha interceptor (the lakeshore interceptor) for approximately \$2,100 and to draft a letter to the DNR requesting authorization for such work to be allowed as a cost-overrun. Voting aye; Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber and Siebers. Nays, none. Motion carried.

The NMSC will employ three foremen after the retirement of Foreman Kosiorek. At the March 16 committee meeting, the Committee agreed to the work schedules of the three foremen with the exception of proposed overtime schedules when one foreman would be on vacation. Manager Windau discussed a revised vacation schedule where the two on-duty foremen would work 9 hours per day each. The foremen's schedule would be as follows:

Regular Schedule (all 3 foremen on duty)

1. Monday - Friday  
Day foreman shift 6:00 a.m. - 2:00 p.m.  
Afternoon foreman shift, 2:00 p.m. - 10:00 p.m.  
Night foreman shift, 10:00 p.v. - 6:00 a.m.
2. Saturday and Sunday  
The afternoon foreman works 4 hours each morning

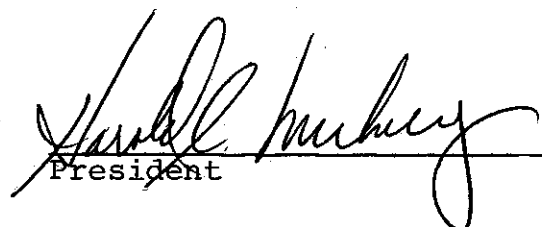
Vacation Schedule (one foreman on vacation)

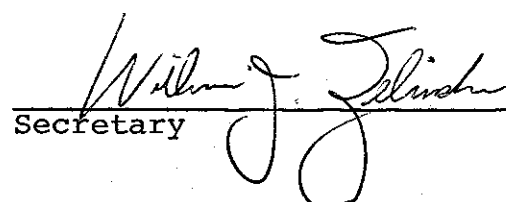
1. Monday - Friday  
Day foreman shift, 5:30 a.m. - 2:30 p.m.  
Afternoon foreman shift, 3:30 p.m. - 12:30 a.m.
2. Saturday and Sunday  
The day foreman works 4 hours each morning.

A motion was made and seconded by Commissioners Zelinski and Gross to approve the foreman's work schedule which includes the nine hours per day (Monday - Friday), for the two foremen during vacation schedules. Motion carried.

Motion was made and seconded by Commissioners Haber and Zelinski to recess the regular meeting and reconvene in executive session in 5 minutes. Motion carried unanimously.

Meeting recessed at 8:47 P.M.

  
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President

  
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Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

EXECUTIVE SESSION

March 22, 1983

The Executive Session was held for the purpose of discussing strategy for negotiations with industrial users who may be required to contract with the Commission. The meeting was conducted as a closed session pursuant to Wis. Stats., Section 19.85 (1) (e).

The meeting was called to order by Commission President Mulvey at 8:52 P.M.

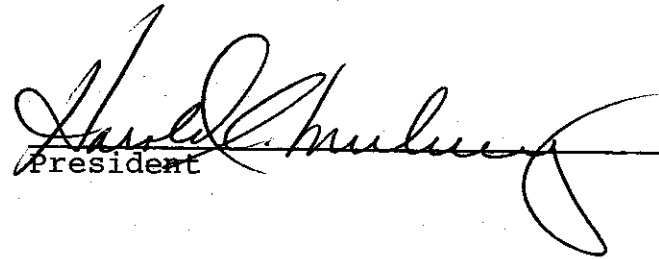
Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber and Siebers; Manager Windau; Attorney Goggin; Tom Probst (McMahon); Garry Rice (URS).

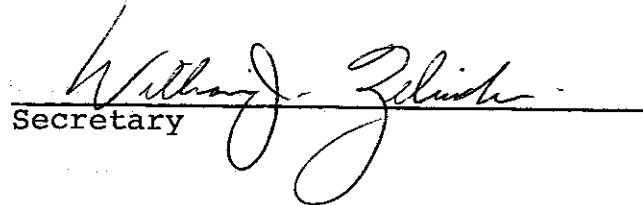
The Commission discussed schedules and dates pertaining to the design process and important federal/state grant deadlines. It was concluded that the plans and specifications and accompanying cost estimates should be completed in October, 1983, followed soon-after by industrial user commitment or refusal.

Methods for assigning capital cost shares to the industry were discussed. Tom Probst will develop rough cost estimates for three alternative methods.

The Budget, Finance and Personnel Committee will initiate discussions with representatives from Gilbert Paper Company and Menasha Paperboard. Manager Windau will try to arrange a meeting time for late afternoon, after April 14.

Meeting adjourned at 10:10 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

April 12, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present; Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber and Siebers; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Accountant Voigt; Tom Probst & Tom Vik (McMahon); Debra Appleyard (URS); Ray Osness (Clayton Brown & Assoc.); Joe Kubicka

Absent: None

Moved by Commissioner Zelinski, seconded by Commissioner Bemke to accept the minutes of the Regular Meeting of March 22, 1983 and Executive Session of March 22, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communication was discussed:

1. Notice of Closed Session of NMSC - April 12, 1983 - after Regular Meeting commencing at 7:00 P.M.

Ray Osness (Clayton Brown & Assoc.) discussed the Step 2 financing. Proposals have been received from three local financial institutions - First National Bank of Neenah, First National Bank of Menasha and the Bank of Menasha for the \$700,000 BANs. The following is a compilation of the bids:

	<u>Amount</u>	<u>Rate</u>
First National Bank of Neenah	\$700,000	7.35%
First National Bank of Menasha	\$275,000	7.50%
Bank of Menasha	\$350,000	8.10%

April 12, 1983 cont...

He stated that the Commission should take action on three documents; 1) Bond Ordinance; 2) Bond Anticipation Note Resolution; 3) Purchase Agreement with local bank.

Moved by Commissioner Siebers, seconded by Commissioner Haber to approve the Bond Ordinance, prepared by the Commission Bond Counsel, Foley & Lardner, with the necessary Commission officers to execute same. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Haber, Siebers and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Zelinski, seconded by Commissioner Haber to approve the Bond Anticipation Note Resolution, 83-1 in the amount of \$700,000 at 7.35% with for First National Bank of Neenah. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Haber, Siebers and Mulvey; Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Gross to approve the purchase agreement with the First National Bank of Neenah, with the necessary Commission officers to execute same. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Haber, Siebers and Mulvey; Nays, none. Motion carried.

A short recess followed for execution of necessary documents.

Meeting called back to order.

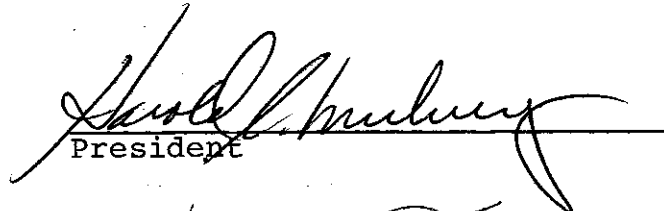
Recognition of Commission employee was deferred until the next regular NMSC meeting on April 26, 1983 at which time a resolution will be presented.

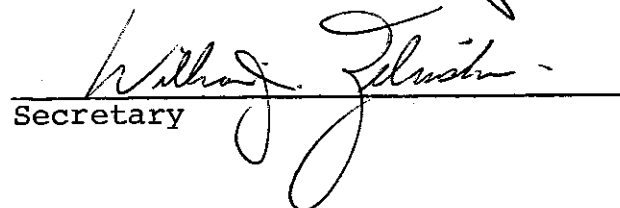
Tom Probst (McMahon Assoc.) gave a project progress report. He presented a modified schedule of preliminary design topics to be discussed at each Commission meeting. He stated that detailed copies of the interceptor televising will be at McMahon's office this week and the sludge studies are progressing.

The URS proposal will be sent to Mark Williams, DNR, Madison, for comments.

Moved by Commissioner Siebers, seconded by Commissioner Haber to approve Operating Fund Vouchers #6395 thru #6454 in the amount of \$78,728.00 and Payroll and Closing Vouchers #12705 thru #12765 in the amount of \$41,080.88 for the month of March, 1983. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Haber, Siebers and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Haber to recess and reconvene in Closed Session to discuss strategy of negotiations with industry regarding Industrial Contracts. The closed session is held pursuant to Wis. Stats., Sec. 19.85 (1)(e). Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried. Meeting recessed at 7:45 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Executive Session

April 12, 1983

The Executive session was held for the purpose of discussing strategy for negotiations with industrial users who may be required to contract with the Commission. The meeting was conducted as a closed session pursuant to Wis. Stats., Section 17.85 (1)(e).

The meeting was called to order by Commission President Mulvey at 7:49 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber and Siebers; Manager Windau; Attorney Goggin; Tom Probst & Tom Vik (McMahon Assoc.); Debra Appleyard (URS)

Manager Windau stated that a meeting with people from Menasha Corporation and Gilbert Paper Company had been scheduled for April 20, 1983, 3:00 P.M., at the Menasha Library.

cont...

Executive Session  
April 12, 1983 cont...

Tom Probst discussed examples of capital cost distributions. He discussed proposals for pretreatment by the two industries.

There was a discussion on language in the Ordinance-Contract pertaining to contracting industrial users.

It was moved by Commissioner Bemke and seconded by Commissioner Haber to

April 26, 1983 cont...

D. Primary Treatment

The primary treatment system will be sized to treat all flow received at the plant. Two methods of primary treatment were evaluated:

1. Expand primary clarifiers to treat all flow.
2. Divert peak flow to static screens. No expansion of primary system.

McMahon recommends expanding the primary clarifiers rather than providing static screens for peak flow treatment.

E. Beloit Trip

Manager Windau, Superintendent Schuelke and Commissioner Haber accompanied Tom Vik to the Beloit wastewater treatment plant to inspect a Sharples centrifuge in operation for thickening waste activated sludge.

F. Value Engineering

URS was directed to develop a fifth value engineering alternative which would represent a scaled down version of a two step study to reduce the costs. Subject to be discussed at next NMSC meeting.

Sludge hauling issues were discussed. Moved by Commissioner Bemke, seconded by Commissioner Siebers authorizing Manager Windau to write a letter to Ken Schroeder (Container Waste Hauling) reminding him of the deadline for removal of stockpiled sludge on properties in the Town of Neenah and Menasha. All present voting aye; Nays, none. Motion carried.

Discussion was held regarding 4/6/83 letter to NMSC from Harold Clifford, President, S.D.#4 in which he states that although S.D.#4 is in favor of including the interceptor sewer lying north of Ninth Street in both the Step II and Step III phases of the regional project, S.D.#4 would like to maintain operational jurisdiction and provide the required maintenance of this sewer since it lies within the Sanitary District boundaries. Moved by Commissioner Haber to reject the letter from S.D.#4 in its entirety. Motion died for lack of a second. Moved by Commissioner Haber, seconded by Commissioner Siebers to table the request from S.D.#4, in their letter of 4/6/83, until the next regular NMSC meeting on May 10, 1983. All present voting aye; Nays, none. Motion carried.

Discussion was held on the inspection of Neenah's 60" interceptor. Manager Windau was authorized to send a letter to the City of Neenah informing them to contract to have the inspection of the 60" interceptor done and report back, with the contract, to the Commission.

Discussion was held on the Step 2 Financing. The closing for the captioned note issue will take place at 10:00 A.M. on May 2, 1983 at the First National Bank of Neenah, Neenah, Wisconsin. Interest will be accrued as of May 1, 1983. An interest bearing account should be set-up.

Discussion was held on the first meeting with contracting industrial users. Moved by Commissioner Gross, seconded by Commissioner Zelinski to accept the minutes of the April 20, 1983 meeting between the NMSC and Contracting Industrial Users with copies to be sent to the necessary industries. All present voting aye; Nays, none. Motion carried. Contract issues will be outlined, in rough draft form, by Manager Windau, Attorney Goggin and Tom Probst (McMahon) after which another meeting will be scheduled to discuss these issues prior to the conclusion of McMahon's preliminary design and rough costs.

Discussion was held regarding recognition of Commission employee. Moved by Commissioner Siebers, seconded by Commissioner Bemke to adopt Resolution 83-2 recognizing NMSC employee Bernard J. Kosiorek, Foreman, who retired from the N-M Wastewater Treatment Plant on March 31, 1983 after 35-1/2 years of service.

RESOLUTION 83-2

WHEREAS, Mr. Bernard J. Kosiorek has retired from the Neenah-Menasha Wastewater Treatment Plant on the last day of March, 1983;

WHEREAS, Mr. Kosiorek had been employed by the Neenah-Menasha Sewerage Commission for 35-1/2 years (October 1, 1947 - March 31, 1983);

WHEREAS, Mr. Kosiorek, during his later years of employment, was serving in a management capacity;

NOW THEREFORE, WE the Neenah-Menasha Sewerage Commission, wish to commend Mr. Bernard J. Kosiorek for his years of faithful and dedicated service;

(over)



April 26, 1983 cont...

THEREFORE BE IT RESOLVED that the Commission extends their appreciation and wishes both Mr. & Mrs. Kosiorek a long and enjoyable retirement.

Accepted this 26th day of April, 1983  
Neenah-Menasha Sewerage Commission

*David L. Mulvey*  
\_\_\_\_\_  
President

*William J. Zelinski*  
\_\_\_\_\_  
Secretary

All present voting aye; Nays, none. Motion carried.

Manager Windau reported on the status of the Industrial Pretreatment Program. Stan Labunski (PRC Consoer Townsend) is to send the 1st draft of the entire project to the DNR this week for review. Industrial Pretreatment Rules and Regulations will also be sent to DNR this week.

Discussion was held on the hazardous material program and equipment to be used by the Menasha Fire Department. Moved by Commissioner Siebers, seconded by Commissioner Gross to allocate \$476 to cover the NMSC's share of the purchase of three hazardous material suits. Voting aye; Commissioners Siebers, Haber, Bemke, Gross, Zelinski and Mulvey; Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Haber to authorize Manager Windau and Accountant Voigt to attend The Municipal Wastewater Utility Financial Life Cycle Conference, May 11-12 in Chicago. Voting aye; Commissioners Siebers, Haber, Bemke, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Bemke, seconded by Commissioner Haber to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:45 P.M.

*David L. Mulvey*  
\_\_\_\_\_  
President

*William J. Zelinski*  
\_\_\_\_\_  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

May 10, 1983

Meeting called to order by Commission President Mulvey at 7:10 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber, Siebers; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Alderman Knaack (Neenah); Bill Book & LeRoy Goldbeck (Town of Neenah); Tom Probst and Tom Vik (McMahon)

Absent: None

Recognition was given to Bernard Kosiorek (NMSC Foreman) who retired on March 31, 1983 in the form of a Resolution and a \$100 Savings Bond.

Moved by Commissioner Zelinski, seconded by Commissioner LeCompte to accept the minutes of the Regular Meeting of April 26, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Discussion was held on the Menasha Interceptor/S.D.#4 Interceptor. Attorney Goggin provided a legal opinion regarding the following questions;

(cont.)

May 10, 1983  
cont...

1. Who is responsible for operating and maintaining a needed interceptor?
2. Who is responsible for paying for the cost of operating and maintaining a needed sewer interceptor?

He stated that interceptors downstream of their connection points are to be constructed, operated and maintained by the NMSC. Upstream interceptors are to be constructed, operated and maintained by the contracting Municipality. Moved by Commissioner Haber, seconded by Commissioner Bemke to accept the S.D. #4 offer to include the entire interceptor as one project under the jurisdiction of the NMSC, based on Attorney Goggin's opinion. All present voting aye; Nays, none. Motion carried.

Tom Probst (McMahon Assoc.) discussed and recommended the interceptor route along the RR line plus the rehabilitation of the existing interceptor. Moved by Commissioner Haber, seconded by Commissioner Gross to authorize McMahon Assoc. to proceed with the design of the new interceptor from S.D. #4 plant along the Milwaukee Road RR down to Broad & Lock, then proceeding to the NMSC plant. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to amend Exhibit B of the Ordinance-Contract to reflect the expanded interceptor to the S.D. #4 plant, if not already shown. All present voting aye; Nays, none. Motion carried.

Tom Probst (McMahon Assoc.) gave a Progress Report on the project. He discussed the Design Flow and Loading Report, the Unit Process Design Criteria, the Evaluation of the Aeration System and Clarifiers and the Building Floor Plans.

The subject of Value Engineering was discussed. Tom Probst (McMahon Assoc.) stated that they have requested URS to submit another alternative. URS proposed two Value Engineering Studies: 1) 15% design stage, after DNR approval, with three Engineers and one Engineering Specialist to perform a three day study, in Menasha; 2) 50% design stage with six Engineers and one Value Engineering Team Leader to perform a five day study in Dallas. This has been referred to DNR for their reaction.

Discussion was held on Contracting Industrial Users. A meeting has been scheduled for May 16, 1983 - 10:00 A.M. at the NMSC Offices between Manager Windau, Attorney Goggin and Tom Probst (McMahon Assoc.) to further discuss contract issues.

A memo from Accountant Voigt was presented showing how the \$700,000 BAN money, received from the First National Bank of Neenah, has been invested.

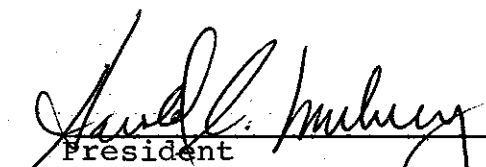
Commissioner Siebers tabled the bill from McMahon Assoc. to permit further discussion with Tom Probst, on the subject, at a Budget, Finance & Personnel Committee meeting. Bill will then be voted on at the next regular meeting on May 24, 1983.

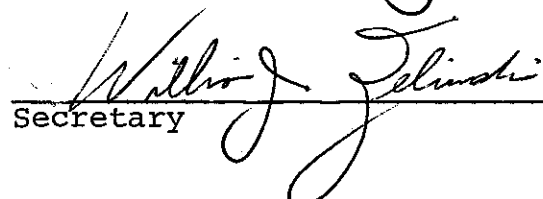
Discussion was held on the Industrial Pretreatment Program. The Rules and Regulations have been sent to DNR for comments.

The Schenck & Assoc. proposal was referred to the Budget, Finance & Personnel Committee for review and recommendations to the Commission.

Moved by Commissioner Siebers, seconded by Commissioner Bemke to approve Operating Fund Vouchers #6455 thru #6518 in the amount of \$109,299.43 and Payroll and Closing Vouchers #12766 thru #12827 in the amount of \$44,243.73 for the month of April, 1983. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Bemke, seconded by Commissioner LeCompte to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:00 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

May 24, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber & Siebers; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Tom Probst and Tom Vik (McMahon Assoc.); LeRoy Goldbeck (Town of Neenah)

Absent: None

Moved by Commissioner Haber, seconded by Commissioner Zelinski to accept the minutes of the Regular Meeting of May 10, 1983 and minutes of the Operations, Engineering and Planning Committee of May 10, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. Report from Manager Windau and Accountant Voigt; re: Municipal Wastewater Utility Life Cycle Conference.
2. 5/19/83 letter to Attorney Goggin from Manager Windau; re: check on which municipalities passed the Amendatory Ordinance specifying Commissioners' terms to be three years.
3. 5/20/83 letter to Ray Zielinski (Menasha Clerk) from Manager Windau; re: Date of passage and approval of Amendatory Ordinance specifying Commissioners' terms to be three years.
4. 5/20/83 letter to Dr. Thomas Burrows (Waverly Sanitary Commission); re: Advising Waverly Sanitary District to post the Amendatory Ordinance passed on April 12, 1983 in places sufficient to cover Waverly Sanitary District.
5. 5/20/83 letter to Attorney James Gunz (Neenah); re: Request for him to revise the sewer use ordinances with the other municipal attorneys.

Operations, Engineering & Planning Committee report was presented. Manager Windau discussed his 5/18/83 letter to Attorney Goggin relating to the interceptor project which will link the S.D.#4 treatment plant with the Neenah-Menasha treatment plant. Manager Windau was authorized to schedule a meeting with representatives of S.D.#4, City of Menasha, Waverly S.D. and the Commission to review the estimated figures from McMahon Assoc. and estimate cost of the project.

Commissioner Haber reviewed the May 23, 1983 meeting of the Operations, Engineering & Planning Committee. The following subjects were discussed:

1. Influent Pumping  
Committee recommended Alternative A - influents from the two Cities would enter at opposite ends and provisions would be made to allow keeping the two flows separated for pumping and screening.
2. Building plan layout  
Committee recommended approval of proposed layouts of the building basement, first floor, second floor and building profiles.
3. Site plan layout  
Committee recommended bending the tunnel past the existing primary clarifiers to allow future primary clarifiers to fit on existing Commission land rather than relying on future property purchases. They also suggested putting the grit removal facility in with the headworks to facilitate disposal of grit with screenings and to try to avoid pumping of grit.
4. Primary Clarifiers  
Committee recommended expanding and upgrading to four primary clarifiers.
5. Secondary Treatment  
More information is needed
6. Secondary Clarifiers  
Committee recommended approval of the alternative which features three new clarifiers, each with 16 feet sidewater depth, 120 feet diameter; and either of the flocculating type or the solids recirculating type.
7. Unit process design criteria  
Committee concurs with the general design flows and loadings.
8. Lake fill permits  
Committee recommended authorizing McMahon Assoc. to pursue permits for the tilling of the lake in both bays.

May 24, 1983

9. Preliminary cost estimates

McMahon distributed a sheet of cost estimates which totaled \$14.7 million. Interceptor costs were not included.

Moved by Commissioner Haber, seconded by Commissioner Gross to accept the minutes of the Operations, Engineering & Planning Committee of May 23, 1983 and recommend the approved actions therein be implemented. All present voting aye; Nays, none. Motion carried. Tom Vik (McMahon) stated that this data will be incorporated into the Preliminary Report and sent to DNR for review.

Tom Probst discussed Value Engineering. Mark Williams (DNR) is reviewing the proposal. He prefers a double study - a 5-day study now and another 5-day study later in the project. He said that DNR will make the cost grant eligible.

Moved by Commissioner Siebers, seconded by Commissioner Haber to approve payment of invoice #N08-82600-1 in the amount of \$20,000.00 and invoice #N08-82600-2 in the amount of \$42,692.97 to McMahon Assoc. for engineering costs incurred. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Commissioner Siebers stated that the Budget, Finance & Personnel Committee recommended tabling the proposal of Schenck & Assoc. until other options with the Cities are discussed.

Attorney Goggin reported on the Contracting Industrial Users. He stated that a number of meetings have been held between Tom Windau, Tom Probst and himself to develop a formula on capital cost and a formula to cover situations where allocations are exceeded. The outline of the contract and formulas are ready to be presented to the industries at a meeting to be scheduled in June. Manager Windau was authorized to schedule the meeting at the Menasha Library.

The Budget, Finance & Personnel Committee authorized Manager Windau and Tom Probst (McMahon) to meet with representatives of the Galloway Company regarding their projected allocations of BOD and SS to the plant and invite them to the meeting with industry in June.

Moved by Commissioner Siebers, seconded by Commissioner Haber to approve payment of \$6,519.19 to Foley & Lardner for professional services rendered in connection with the issuance of \$700,000 NMSC Winnebago County, Wis. First Mortgage Sewer Revenue Bond Anticipation Notes, from November 30, 1982 to May 2, 1983. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

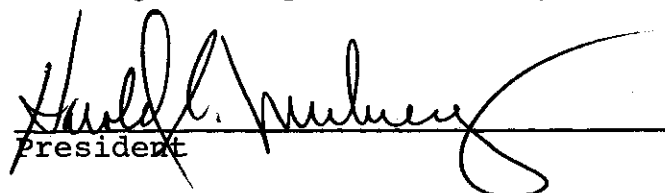
Moved by Commissioner Siebers, seconded by Commissioner Zelinski to approve payment of \$4,569.28 to Foley & Lardner for professional services rendered in connection with legal structure, relationship with area governments, proposed financing and grant requests from August 26, 1982 to date. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

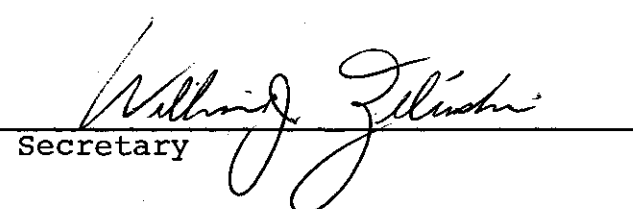
Manager Windau discussed the progress of the Industrial Pretreatment Program and May 11, 1983 letter from Stan Kleinert (DNR). A review letter from DNR should be provided in early June. PRC Consoer Townsend will be sending copies of the Pretreatment Program to the Commission next week. After Commission approval of the draft Rules and Regulations, a Public Hearing will be held with the affected industries invited.

Moved by Commissioner Haber, seconded by Commissioner Gross to table the request for a sewer extension from the City of Neenah until the next Regular Meeting on June 14, 1983.

Manager Windau was authorized to check with the Moraine Park Technical Institute regarding the NMSC hiring a student for credit at the school.

Moved by Commissioner Bemke, seconded by Commissioner Haber to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:10 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingJune 14, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber & Siebers. Attorney Goggin; Manager Windau; Secretary Stevenson; LeRoy Goldbeck (Town of Neenah); Tom Vik (McMahon)

Absent: Superintendent Schuelke

Moved by Commissioner Haber, seconded by Commissioner Bemke to accept the minutes of the Regular Meeting of May 24, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Zelinski to accept the minutes of the Budget, Finance & Personnel Committee meeting of May 24, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 5/23/83 letter to Manager Windau from Finance Directors Tom Stoffel and Ted Bauer; re: reduction in scheduled contributions for the months of June and July by 1/2.
2. 5/27/83 letter to Finance Directors Stoffel & Bauer from Manager Windau; re: Agree to proposal for month of June but will review matter at end of June. Issue will be turned over to the Budget, Finance & Personnel Committee.

Manager Windau reported that two copies of the preliminary design report for the proposed expansion and modifications to the NMSC's Wastewater Treatment Facilities have been submitted to DNR by McMahon Associates for review. Comments are hoped to be received by July 1, 1983.

Manager Windau reported on the June 2, 1983 meeting at McMahon's to discuss interceptor cost split. The City of Menasha and Sanitary District #4 representatives stated that they agreed with the flow contributions to the proposed interceptor and the percentage cost splits. Gary Rosenbeck (McMahon) discussed Waverly Sanitary District's 20 year design flow and potential flows from other areas in the Town of Harrison (outside of Waverly.) He will revise his flow distribution-cost allocation work sheet in order to separate "other" Town of Harrison flows from Waverly Flows. The group will reconvene in two weeks to discuss Rosenbeck's revisions.

Manager Windau reported that a meeting with Contracting Industrial Users is scheduled for June 15, 1983 - 8:00 A.M. at the Menasha Library, to discuss total capital cost, local share and splitting the local share of the wastewater treatment plant project. Industries invited are Gilbert Paper Company, Menasha Paperboard Mill and Galloway Company. The Budget, Finance and Personnel Committee will meet June 15, 1983 - 7:00 A.M. to review the cost distribution information prior to the meeting. A contract has been drafted and, after review by the Budget, Finance and Personnel Committee, it will be submitted to the industries.

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to approve payment of \$7,000 to Clayton Brown & Assoc., Inc. for services rendered to the NMSC for the purchase of the \$700,000 First Mortgage Sewer Revenue Bond Anticipation Notes. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Manager Windau reported that the Industrial Pretreatment Program draft is being reviewed by DNR and he is waiting for comments.

Moved by Commissioner Bemke, seconded by Commissioner Siebers authorizing payment of \$5,936.02 to PRC Consoer Townsend for Engineering Services performed on Phase II of an Industrial Pretreatment Program in accordance with our Agreement For Engineering Services dated June 2, 1982, with a 10% retainer. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Manager Windau discussed the sewer extension request from the City of Neenah. Moved by Commissioner Haber, seconded by Commissioner Bemke to approve the sewer extension request from the City of Neenah. All present voting aye; Nays, none. Motion carried.

cont...

June 14, 1983 cont...

Discussion was held regarding hiring a student from the Moraine Park Technical Institute for 72 hours. Moved by Commissioner Siebers, seconded by Commissioner Bemke that the issue be dropped. All present voting aye; Nays, none. Motion carried.

Discussion was held on Supplemental Group Term Life Insurance. Moved by Commissioner Gross, seconded by Commissioner Haber stating the Commission's willingness to participate in the program but not to participate in the costs. All present voting aye; Nays, none. Motion carried.

Tom Vik (McMahon) distributed his Engineering Report dated June 14, 1983. He stated that the Preliminary Design Report is submitted to the DNR for comments. The report summarizes all of the design criteria developed and discussed at previous Commission meetings with respect to the headworks, primary treatment, secondary treatment and sludge thickening. A cost effective analysis was also completed, comparing the capital and operation and maintenance costs for three sludge stabilization alternatives:

- A. Low Pressure Oxidation (Zimpro)
- B. Lime Stabilization
- C. Anaerobic Digestion

Anaerobic Digestion proved to be the most cost effective.

Moved by Commissioner Haber, seconded by Commissioner Bemke to approve the action of President Mulvey to sign the contract, with Envirex, for a gravity belt thickener test, at a cost of \$1,000. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

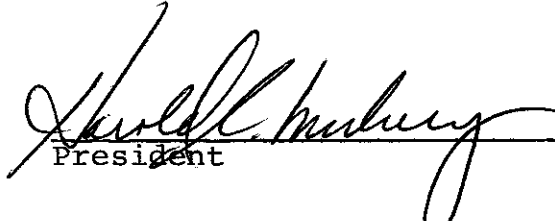
Moved by Commissioner Zelinski, seconded by Commissioner Gross to authorize McMahon Associates to negotiate up to \$1,000 with Penwalt for one week of testing with a centrifuge sludge thickener. All present voting aye; Nays, none. Motion carried.

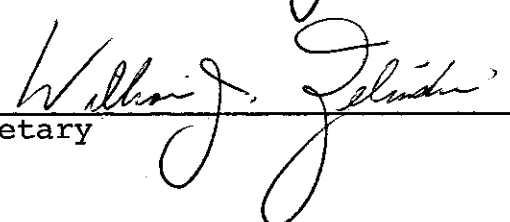
Manager Windau distributed the 1982 Annual Report of the NMSC.

The subject of a postage meter and postage scale was referred to the Budget, Finance and Personnel Committee.

Moved by Commissioner Siebers, seconded by Commissioner Bemke to approve payment of Operating Fund Vouchers #6519 thru #6581 in the amount of \$77,472.06 and Payroll and Closing Vouchers #12828 thru #12886 in the amount of \$40,109.82 for the month of May, 1983. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski, and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Bemke, seconded by Commissioner Siebers to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:20 P.M.

  
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 President

  
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 Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingJune 28, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, Bemke, Haber and Siebers; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Mayor Ciske (Menasha); Ald. Knaack (Neenah); LeRoy Goldbeck (Town of Neenah); Tom Probst and Tom Vik (McMahon)

Absent: Commissioner LeCompte

Moved by Commissioner Bemke, seconded by Commissioner Siebers to accept the minutes of the Regular Meeting of June 14, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Zelinski, seconded by Commissioner Gross to accept the minutes of the Budget, Finance & Personnel Committee meeting of June 15, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communication was discussed:

1. 6/14/83 letter to East Central Wisconsin Regional Planning Commission from Bill Elman (FVWQPA); re: Interceptor Sewer Preliminary Design Study - NMSC

FVWQPA recommends the NMSC contact the Chicago, Milwaukee, St. Paul & Pacific Railroad Co. to see if necessary permits and easements can be obtained. Moved by Commissioner Haber, seconded by Commissioner Gross to authorize McMahon to contact and negotiate with the Milwaukee Road to gain easements for the interceptor. All present voting aye; Nays, none. Motion carried.

Tom Probst (McMahon) presented a project progress report.

A. Preliminary Design Status

Mark Williams (DNR) has indicated that he is in general agreement with the preliminary design concepts with the exception of the peak flow bypass philosophy and the number of primary clarifiers proposed. He will investigate these subjects further. Moved by Commissioner Haber, seconded by Commissioner Bemke to authorize McMahon Assoc. to proceed with the final design phase excluding the primary clarifiers, aeration system and sludge thickening. All present voting aye; Nays, none. Motion carried.

B. Value Engineering

URS has incorporated all of Mark Williams' (DNR) comments into a final plan of study for Value Engineering. This has been sent to DNR for final approval and will be accompanied with a grant amendment request.

C. Sludge Thickening Pilot Studies

Manager Windau reported on the gravity belt thickening pilot study being conducted by Envirex Corp. Preliminary results are encouraging. A lease agreement, from Penwalt Corporation for a centrifuge pilot test, was received for \$1000. Discussion was held on some of the wording in the agreement. Moved by Commissioner Siebers, seconded by Commissioner Bemke to authorize Attorney Goggin to draft a contract between the NMSC and Penwalt Corp., with the President and Secretary of the Commission authorized to execute same. All present voting aye; Nays, none. Motion carried.

D. Wastewater Sludge Management

Tom Probst (McMahon) reported that the NMSC should evaluate the costs of self sludge hauling vs. contract sludge hauling. Moved by Commissioner Haber, seconded by Commissioner Siebers to authorize McMahon Assoc. to proceed with the Wastewater Sludge Management Study, Steps I and II as outlined in the proposed Scope of Services distributed with the June 28, 1983 Engineers Report, at an estimated maximum cost of \$5,500. Voting aye; Commissioners Siebers, Haber, Bemke, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Discussion was held on the Industrial Wastewater Treatment Service Agreement. Moved by Commissioner Siebers, seconded by Commissioner Bemke to authorize Manager Windau to present copies of the Industrial Wastewater Treatment Service Agreement to the industries (Gilbert Paper Co., Menasha Corp., & Galloway Co.) and schedule a meeting date for the week of July 11. All present voting aye; Nays, none. Motion carried.

Manager Windau reported on the Industrial Pretreatment Program. Comments have been received from DNR but he sees no problems in revising the program to meet the

June 28, 1983 cont...

DNR demands.

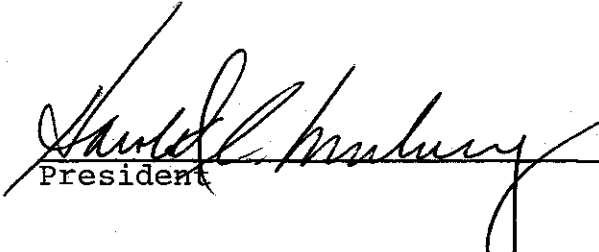
Manager Windau reported that the NMSC is No. 6 on the 1984 Funding Policies and Project Priority List of the State of Wisconsin.

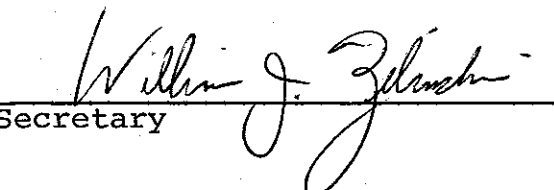
Commissioner Bemke reported on the Waverly S.D. Public Hearing. The facility plan has been completed and the public hearing was held in conformity with the law.

Discussion was held on the allocation of design cost and capital costs to contracting municipalities. Manager Windau will prepare a list of problems to be discussed by the Budget, Finance & Personnel Committee at a meeting scheduled for July 12, 1983 at 5:30 P.M.

Manager Windau reported that he and Accountant Voigt are meeting with Finance Directors Stoffel and Bauer on June 30, 1983 to discuss a reduction in monthly payments for July operations. Commission authorized a reduction.

Moved by Commissioner Siebers, seconded by Commissioner Haber to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:30 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

July 12, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke and Siebers; Manager Windau; Superintendent Schuelke; Secretary Stevenson; LeRoy Goldbeck (Town of Neenah); Alderman Knaack (Neenah); Tom Probst & Tom Vik (McMahon)

Absent: Commissioner Haber, Attorney Goggin

Moved by Commissioner Bemke, seconded by Commissioner Zelinski to accept the minutes of the Regular Meeting of June 28, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Zelinski, seconded by Commissioner Siebers to accept the minutes of the Budget, Finance & Personnel Committee meeting of June 23, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 7/1/83 letter to Tom Stoffel & Ted Bauer (Finance Directors from Menasha and Neenah) from Accountant Voigt; re: Reduction in payments from Cities by one-third.
2. 7/11/83 Memo from Accountant Voigt; re: B.A.N. investments.
3. 7/1/83 letter to Tom Probst (McMahon) from Manager Windau; re: Authorization to proceed with the design of the new interceptor from the Town of Menasha Sanitary District #4 plant along the Milwaukee Road Railroad right-of-way to Broad and Lock Streets then proceeding to the NMSC plant.

(cont.)



July 12, 1983  
cont.

4. 7/8/83 letter to Tom Probst (McMahon) from Manager Windau; re: Authorization to proceed with the Final Design Phase excluding (at this time) work on the primary clarifiers, aeration system and sludge thickening.
5. 7/7/83 memo from East Central Wisconsin Regional Planning Commission; re: Splitting of planning area between the Appleton Sewer Service area and the Neenah-Menasha Sewer Service area.
6. Report from Envirex on the gravity belt thickener test.

Tom Probst (McMahon) presented a project progress report.

- A. He discussed the DNR letter of comments sent to Tom Vik. He stated that the letter has been responded to and that they will continue to respond to all issues, namely the number of clarifiers.
- B. McMahon is preparing as-built drawings of the plant.
- C. McMahon has contacted the Corps of Engineers as to the applicability and extension of the NMSC's existing permit to place fill in the lake.
- D. McMahon has contacted the Milwaukee Road railroad regarding the easement.
- E. McMahon is corresponding with URS regarding the Value Engineering Study.  
(See further in minutes)

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to approve payment of Invoice #30267, Job #N08-82600-2, dated June 22, 1983, in the amount of \$31,941.73, to McMahon Associates, Inc. for Engineering Services from April 17, 1983 thru May 28, 1983 in connection with Preliminary Engineering. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Siebers and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Gross to approve payment of Invoice #30268, Job #N08-82604 dated June 22, 1983 in the amount of \$7,586.72, to McMahon Associates, Inc. for Engineering Services from April 17, 1983 thru May 28, 1983, for the User Charge Study. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Siebers and Mulvey. Nays, none. Motion carried.

Commissioner Siebers reported that the Attorneys will be meeting on July 19, 1983 to discuss the Industrial Users Contract. An executive session of the Budget, Finance & Personnel Committee will be held at 4:00 P.M. July 19, 1983 to review the contract. The meeting will be held in accordance with Wis. Stats. 19.85 (1) (e).

Manager Windau reported on cost distribution issues for Step 2 and Step 3. He reported that \$700,000 must be paid to the First National Bank of Neenah on or before May, 1986. Interest on the \$700,000 must be paid annually with the first payment due May, 1984. It was the consensus of the Budget, Finance & Personnel Committee that the interest be built into the budget for 1984. After Step 2 is completed and we are into Step 3, the NMSC should receive a Wisconsin Fund or EPA grant on Step 2. McMahon will devise a formula to determine capital cost splits between the Contracting Users based on design flows and loadings.

Manager Windau reported on the Industrial Pretreatment Program. Consoer Townsend is sending their reply to DNR's comments to Manager Windau for review. If it is acceptable, the revisions will be put in the documents which will then be presented to the NMSC for review. After Commission approval it will be sent to DNR.

Discussion was held on revising McMahon/URS Agreement. McMahon now proposes to do the majority of the interceptor sewer design work and let URS do the electrical engineering work. Moved by Commissioner Bemke, seconded by Commissioner LeCompte to authorize McMahon Associates to revise the contract between McMahon and URS with McMahon doing the interceptor sewer design work and URS doing the electrical work and to submit the contract to the NMSC for approval. All present voting aye; Nays, none. Motion carried.

Commissioner Mulvey reported that East Central Wisconsin Regional Planning Commission made changes in the Neenah Sewer Service area without notifying the NMSC. Manager Windau was authorized to write a letter to the ECWRPA stating that any proposed changes in the sewer service area should be sent to the NMSC.

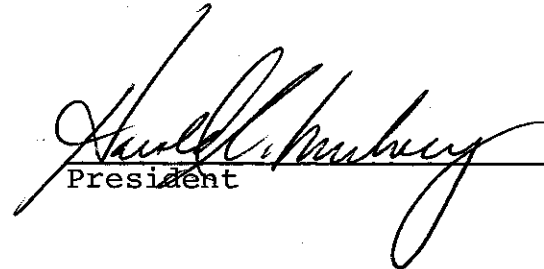
Commissioner Mulvey discussed the different committees. Only Commission members on the committees are allowed to vote. On a four member committee, three members constitute a quorum.

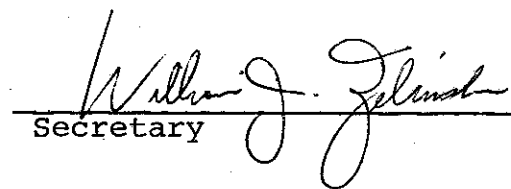
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July 12, 1983 cont...

Moved by Commissioner Siebers, seconded by Commissioner Bemke to approve Operating Fund Vouchers #6582 thru #6643 in the amount of \$75,752.70 and Payroll and Closing Vouchers #12887 thru #12977 in the amount of \$61,762.58 for the month of June, 1983. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Siebers, and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Bemke, seconded by Commissioner Zelinski to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:00 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

July 26, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke and Siebers; Manager Windau; Secretary Stevenson; Tom Vik (McMahon Assoc.); LeRoy Goldbeck (Town of Neenah)

Absent: Commissioner Haber; Attorney Goggin; Superintendent Schuelke

Moved by Commissioner Zelinski, seconded by Commissioner Gross to accept the minutes of the Regular Meeting of July 12, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Zelinski, seconded by Commissioner Gross to accept the minutes of the Budget, Finance and Personnel Committee Meeting of July 12, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Tom Vik (McMahon Assoc.) presented a project progress report.

1. Final Design Status

DNR has verbally concurred with the preliminary design report and the Value Engineering scope of services, excluding the primary clarifier issue. More information, relating to the primary clarifiers, has been submitted by McMahon.

Value Engineering Phase 1 is scheduled to take place during the week of August 8 in Menasha.

Work has been initiated on plant hydraulics, sidestream definition and power generation economics through utilization of digester gas.

A final decision on sludge thickening will be made upon receipt of the pilot test report from Sharples on the centrifuge.

2. McMahon prepared a letter to Margie Devereaux (DNR) from Thomas Windau requesting a determination as to whether Dept. approval of individual user charge systems for each member community of the Neenah-Menasha Sewerage Commission will be required.

Also questioned was whether work on developing the individual user charge systems would be grant-eligible, whether or not the work would be performed by the Commission or one of the member communities.

Moved by Commissioner Gross, seconded by Commissioner Siebers authorizing Manager Windau to execute and send the above letter to Margie Devereaux (DNR). All present voting aye; Nays, none. Motion carried.

(cont.)

July 26, 1983  
cont.

3. Amendment No. 1 to Agreement For Professional Services. Moved by Commissioner Gross, seconded by Commissioner Zelinski to approve and execute Amendment No. 1 to Agreement For Professional Services between NMSC and McMahon Assoc. showing changes to the cost ceilings Section 5 "Payments to the Engineer" and the inclusion of a Sludge Management Plan - Phase I as a service which may be furnished by Engineer at Owner's option. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Siebers and Mulvey; Nays, none. Motion carried.
4. Amendment No. 2 to the Subconsultant Agreement between McMahon Assoc. Inc., Consultant, and URS Company, Sub-consultant professional services in connection with Neenah/Menasha Sewerage Commission Step II services. Moved by Commissioner Zelinski, seconded by Commissioner Bemke to approve Amendment No. 2 with McMahon doing the interceptor sewer design work and URS doing the electrical work. All present voting aye; Nays, none. Motion carried.

Commissioner Gross discussed the July 19, 1983 Executive Session of the Budget, Finance and Personnel Committee. The next meeting with industry has been scheduled for July 28, 1983 at 8:00 A.M. to continue negotiations. Moved by Commissioner Gross, seconded by Commissioner Siebers to schedule an Executive Session of the Budget, Finance & Personnel Committee for July 28, 1983 at 4:00 P.M. at the NMSC offices to discuss continuing negotiations with industry. The meeting will be held pursuant to Wis. Stats., Sec. 19.85 (1) (e). All present voting aye; Nays, none. Motion carried.

Manager Windau reported on the Industrial Pretreatment Program. He was authorized to send the Rules and Regulations to the Cities of Neenah and Menasha requesting them to finish their ordinances.

Manager Windau reported on a Memo he received from Dave Wagner, (McMahon Assoc.) showing some projections as to Waverly's costs to buy-in to the treatment facilities.

Manager Windau reported on the July 19, 1983 meeting between the City of Neenah and Town of Neenah regarding sewer connection and transportation charges. Davey Engineering will draft a map showing portions of the Town of Neenah in the Sanitary Districts.

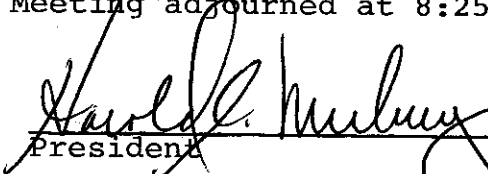
Manager Windau reported on the ECWRPC meeting held on July 26, 1983. East Central is preparing to do a five year sewer service area revision. They are most concerned with the Fox River Valley. Sewer service area boundaries are derived by population and population projections. Winnebago County had a population of 131,722 in 1980 and it is projected to have a population of 135,489 in 2010. Because of the small increase, it may be necessary to freeze the sewer service area boundaries. Community meetings will be held in the fall of 1983 to discuss the sewer service areas with final approval to be in January, 1984.

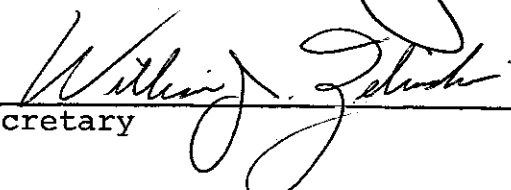
Manager Windau discussed the Mid-Year 1983 Budget Apportionment calculated in July, 1983 using data from January-June and the July 26, 1983 memo from Accountant Voigt. Moved by Commissioner Zelinski, seconded by Commissioner Siebers to adopt the mid-year budget apportionment, calculated in July, 1983 using data from January-June, of Neenah 33% and Menasha 67%, effective August 1, 1983. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Siebers and Mulvey. Nays, none. Motion carried.

A Budget, Finance and Personnel Committee Meeting was scheduled for 5:45 P.M. on August 9, 1983.

Manager Windau was authorized to draft a memo to all operating employees of the NMSC; re: reporting of accidents.

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:25 P.M.

  
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President

  
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Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingAugust 9, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber and Siebers; Manager Windau; Superintendent Schuelke; Secretary Stevenson; LeRoy Goldbeck (Town of Neenah); Tom Vik (McMahon); Ray Parker (URS)

Absent: None

Moved by Commissioner Zelinski, seconded by Commissioner Siebers to accept the minutes of the Regular Meeting of July 26, 1983 and Executive Sessions of the Budget, Finance & Personnel Committee of July 19, 1983 and July 28, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. Letter to NMSC from Assemblyperson Esther Walling; re: Commending NMSC on Wastewater Clean-up.
2. Letter from Attorney Hartzheim to Attorney Goggin; re: Waverly's need to prepay capital cost. Letter put on file.
3. Bill from Hennes Erecting Co; \$1,476.49; re: repair of ash hopper. Manager Windau has contacted The Home Insurance Co. and work may be covered by insurance.

Tom Vik (McMahon) presented a project progress report. DNR agrees with the concepts in the Preliminary Design Report. They agree that four primary clarifiers are sufficient. They also suggested that flows in excess of 26 MGD be bypassed the primary clarifiers directly to the aeration system to maintain desirable clarifier efficiency. This capability will be designed into the expanded facilities, to be utilized at the operator's discretion.

Ray Parket (URS) gave a report on the Value Engineering. He stated that there are seven people on the Value Engineering Team - 6 engineers and 1 architect. EPA requires that the Value Engineering Team not be related to the design team (McMahon) therefore their ability to give an unbiased point of view. Monday A.M., August 8, 1983, the Value Engineering Team toured the NMSC facility and received a thorough explanation from the Manager and Superintendent. (First Stage). They will learn about the project as it exists, learn about the project as it is proposed, where opportunities are by observing the cost estimate drawings, decide which are basic functions and which are secondary functions and evaluate ideas narrowing them down to normal engineering approaches. From this they will prepare an economic and technical feasibility study with a goal to reduce the overall cost of the plant. The Preliminary Report will be submitted to the owner (NMSC) and design firm (McMahon) for review. The design firm will then accept or reject the items in the report. Rejections must be explained. The Value Engineering Team will then review the responses from the design firm and, if there is a difference of opinion, a "Differences Conference" will be held. The owner will then work with the designer as the designer prepares the Final Report. VE Team prepares only the Preliminary Report. There will be two Preliminary Reports (prepared by URS); two responses and one Final Report (prepared by McMahon). EPA and DNR will receive copies of the Final Report as well as the Preliminary Report so as to be aware of any differences. Ray Parket will send the Preliminary Report to the NMSC and McMahon Assoc. sometime during the week of August 29, 1983. The Operations, Engineering and Planning Committee will then decide if he should return to give a presentation. The Operations, Engineering and Planning Committee will meet on September 6, 1983 at 4:30 P.M. to discuss the VE Report. The second study, by URS, will be done in Dallas, Texas, with an oral presentation given here.

An Operations, Engineering and Planning Committee meeting was scheduled for August 22, 1983 at 4:30 P.M. to discuss the centrifuge, belt thickener, aeration system, etc. with McMahon Associates.

Commissioner Siebers discussed the accounting needs of the NMSC. Manager and Accountant were authorized to obtain references on the accounting firms submitted and the subject of accounting manually or by computer to be discussed at a later date.

Moved by Commissioner Zelinski, seconded by Commissioner Gross to authorize Manager Windau to attend the Water Pollution Control Federation Conference, in Atlanta, Ga., Oct. 2-6, 1983. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Haber, Siebers and Mulvey. Nays, none. Motion carried.

(cont.)

August 9, 1983 cont...

Discussion was held on negotiations with contracting industrial users. Manager Windau reported the Attorneys for Gilbert Paper Company and Menasha Corp. are preparing their versions of the issues. These rewritten versions should be completed by August 17 for review by Attorney Goggin. A meeting will be scheduled with the Industries after Attorney Goggin's review.

Discussion was held on the purchase of a postal scale. Moved by Commissioner Siebers, seconded by Commissioner Haber authorizing the purchase of a new postal scale. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

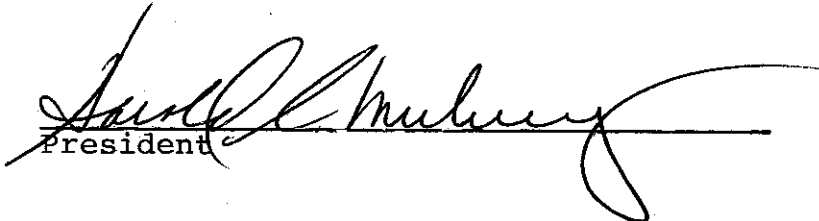
Moved by Commissioner Siebers, seconded by Commissioner Zelinski authorizing payment of Invoice #1644 dated August 4, 1983, to Hennes Erecting Co. Inc. in the amount of \$1,476.49 for work done in raising the ash hopper gate and installing new angle iron hangers. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Manager Windau reported that a memo has been posted regarding the reporting of accidents at the plant. Punishment for not reporting accidents will be discussed at a future Budget, Finance and Personnel Committee meeting.

Discussion was held on memo from Superintendent Schuelke regarding request from Ashland Chemical to clean-out their liquid caustic soda storage tank and discharge into the sewer along with additional dilution water. Moved by Commissioner Gross, seconded by Commissioner Zelinski to grant written approval to Ashland Chemical Co. to clean-out their tank contingent upon them giving full reports, to Commission personnel as to the start and finish each day. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Gross to approve Operating Fund Vouchers #6644 thru #6704 in the amount of \$85,670.94 and Payroll & Closing Vouchers #12978 thru #13039 in the amount of \$45,580.20 for the month of July, 1983. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Bemke, seconded by Commissioner LeCompte to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:10 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

August 23, 1983

Meeting called to order by Commission Vice President Siebers at 7:00 P.M.

Present: Commissioners Siebers, Zelinski, Gross, LeCompte, Bemke, Haber; Superintendent Schuelke; Accountant Voigt; Secretary Stevenson; Tom Vik (McMahon); LeRoy Goldbeck (Town of Neenah); Ald. Knaack (Neenah)

Absent: Commissioner Mulvey; Manager Windau

Moved by Commissioner Haber, seconded by Commissioner Bemke to accept the minutes of the Regular Meeting of August 9, 1983 and Budget, Finance & Personnel Committee meeting of August 9, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 8/10/83 letter to Manager Windau from Jim Savinski (DNR); re: Sludge disposal.
2. 8/11/83 letter to Ken Schroeder (Container Waste Hauling) from Manager Windau; re: Sludge hauling

(cont.)

August 23, 1983

3. 8/10/83 letter to Industries and NMSC from Jim Sarosiek (Menasha Corp.); re: copies of proposed agreement between Menasha Corp. and NMSC regarding Menasha Corp.'s use of the new wastewater treatment system.

Commissioner Mulvey entered the meeting.

4. 8/18/83 letter to NMSC from Thomas Burrows (Pres. Waverly Sanitary District); re: request for continuous flow measuring facilities but not continuous sampling facilities. Subject was referred to Operations, Engineering and Planning Committee.
5. 8/15/83 letter to Attorney Goggin from Attorney Charles Hartzheim; re: Waverly Sanitary District - Prepayment of capital costs to the N-M Joint Sewerage Commission. Subject was referred to the Budget, Finance and Personnel Committee.
6. 8/17/83 letter to Elaine Lowery (Foley & Lardner) from Attorney Charles Hartzheim; re: request for quote as to what legal fees would be for opinion to the Commission as to whether or not any prepayment jeopardizes the outstanding funding/bonds. Subject was referred to Budget, Finance and Personnel Committee.

Commissioner Haber reported on the August 22, 1983 meeting of the Operations, Engineering and Planning Committee meeting. He stated that McMahon Assoc. and the Operations, Engineering and Planning Committee recommended accepting the Gravity Belt Thickener over the Centrifuge. Moved by Commissioner Haber, seconded by Commissioner Bemke to authorize McMahon Assoc. to proceed with the Gravity Belt Thickening System in the design of the plant. All present voting aye; Nays, none. Motion carried.

Commissioner Haber also reported that a discussion was held on the type of oxygen transfer equipment to be used in the aeration system, Jet (Coarse Bubble) vs. Fixed Ceramic Diffusers (Fine Bubble). Further information will be provided by McMahon Assoc., at an Operations, Engineering & Planning Committee meeting scheduled for August 26, 1983 - 4:30 P.M. at the NMSC office.

Tom Vik (McMahon) presented a project progress report. The first stage Value Engineering (VE) phase was completed the week of August 8, 1983. The preliminary report is anticipated from the VE team within one week to which McMahon will prepare a draft response ready for the Committee of the Whole Meeting of the NMSC scheduled for September 6, 1983 - 4:30 P.M. at the NMSC office. The VE team identified six areas of potential cost saving opportunities:

1. Provide two large digesters (one primary & one secondary) versus 4 smaller units (2 primary & 2 secondary).
2. Three additional options for final clarification were suggested.
  - A. Build one new 140 ft. diameter floc clarifier - convert existing to rim flo
  - B. Build 2 new 102 ft. diameter floc clarifiers - leaving existing as is.
  - C. Build 2 new 102 ft. diameter rim flow units, convert existing to rim flo.
3. Change the influent flow meters from parshall flumes to Doppler type units.
4. Demolish existing service building and construct new structures.
5. Several variations of the site plan were suggested, all contingent upon existing service building.
6. Eliminate tunnels and provide pump pits.

Upon receipt of the preliminary VE report McMahon will first verify the cost basis used by the VE team to determine if the cost savings is realistic. They will take some suggestions into consideration and will be willing to compromise.

Commissioner Siebers gave a Budget, Finance & Personnel Committee report. Accountant Voigt reported on references received on Virchow Krause & Co. from the Cities of Plymouth and Columbus, regarding services to wastewater treatment facilities. They were highly recommended. The subject was referred to the Budget, Finance & Personnel Committee. The subject of computer evaluation was held in abeyance.

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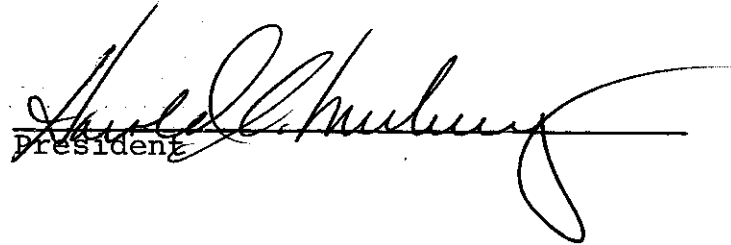
August 23, 1983

Commissioner Gross reported on negotiations with contracting industrial users. Menasha Corp. & Gilbert Paper Co. agreed to make proposed changes in the contract. Changes from Menasha Corp. have been received. Negotiations meetings are scheduled for August 24, 1983 - 8:30 A.M. with Menasha Corp. and August 26, 1983 - 1:00 P.M. with Gilbert Paper Company. Attorney Goggin was authorized to write an opinion on any changes. Moved by Commissioner Siebers, seconded by Commissioner Zelinski to schedule a Budget, Finance & Personnel Committee meeting for August 30, 1983 - 4:30 P.M. at the NMSC office, with an Executive Session to begin at 5:00 P.M. to discuss changes in the contract with industrial users. The Executive Session will be held in accordance with Wis. Stats. 19.85 (1)(e). All present voting aye; Nays, none. Motion carried.

Superintendent Schuelke discussed the sludge hauling issues at the plant. Problems have developed and a "Breach of Contract" was questioned. A meeting will be scheduled between Manager Windau, Superintendent Schuelke, Attorney Goggin, Jim Savinski (DNR) and Ken Schroeder (Container Waste Hauling) to discuss the sludge hauling contract.

The Neenah sewer extension request was discussed. Moved by Commissioner Haber, seconded by Commissioner Zelinski to approve the sewer extension request by the City of Neenah in the Second Addition to Conant Heights. Manager Windau was authorized to respond by letter. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Siebers to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:30 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

September 13, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber, Siebers; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Accountant Voigt; Mayor Carpenter (Neenah); Tom Probst & Tom Vik and Dennis Lamers (McMahon). LeRoy Goldbeck (Town of Neenah).

Moved by Commissioner Siebers, seconded by Commissioner Haber to accept the minutes of the Regular Meeting of August 23, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Zelinski to accept the minutes of the Operations, Engineering & Planning Committee meeting of August 26, 1983; Budget, Finance & Personnel Committee meeting of August 30, 1983 and Committee of the Whole meeting of September 6, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 8/8/83 letter to Mayor Ciske (Menasha) from ECWRPC; re: Neenah-Menasha Sewer Service Area Amendment Request for North Shore Country Club area.
2. 8/30/83 response to ECWRPC from Mayor Ciske (Menasha); re: Neenah-Menasha Sewer Service Area Amendment Request.
3. 8/26/83 letter to DNR from Bill Elman, FWQPA; re: Forwarding them the Wasteload Re-Allocation Policy Recommendation.
4. 8/30/83 letter to Manager Windau from Wis. Council 40, AFSCME, AFL-CIO; re: 1984 contract opening. Manager Windau was authorized to contact the firm of Mulcahy & Wherry for a proposal and report back to the Commission on September 27, 1983.

September 13, 1983 cont...

5. 8/30/83 notice to NMSC from Donald C. Larsen; re: termination of employment on 9/29/83.

Commissioner Bemke reported that periodic sampling for the Waverly Sanitary District was approved by Sanitary District #4. A copy of a letter from Sanitary District #4 was requested by the NMSC.

Tom Vik (McMahon) distributed and discussed the Value Engineering Report and letter to the DNR concerning the actions of the NMSC. Six areas were analyzed by URS, McMahon and the NMSC. These were:

1. Anaerobic Digestion

Present Plan: Provide two primary and two secondary digesters, each 70 feet diameter by 25 feet S.W.D.

VE Alternative: Provide one primary and one secondary digester, each 90 feet diameter by 30 feet S.W.D.

NMSC Decision: Accept Engineer's recommendation to construct two primary and two secondary digesters, each 70 feet diameter by 25 feet S.W.D.

2. Final Clarifiers

Present Plan: Abandon existing final clarifiers and construct three new 120 feet diameter by 16 feet S.W.D. flocculating clarifiers.

VE Alternative: Recommended three additional options:

A. Build one new 140' floc clarifier, modify existing to rim flow units.

B. Build two new 102' floc clarifiers, leave existing unit as is.

C. Build two new 102' rim flow units, modify existing to rim flow.

NMSC Decision: Accept Engineer's recommendation to construct three new flocculating clarifiers and abandon existing units.

3. Influent Flow Measurement

Present Plan: Provide Parshall flumes for measuring individual flows from Neenah and Menasha for billing purposes.

VE Alternative: Use Doppler Flow Meters in two closed pipe sections.

NMSC Decision: Accept Engineer's recommendation to construct Parshall Flumes.

4. Service Building

Present Plan: Remodel existing service building.

VE Study: Evaluated remodeling to existing service building versus demolishing it and constructing new, smaller structures.

NMSC Decision: Retain and remodel existing service building.

5. Site Plan

VE Team recommended two alternative site plans. McMahon revised the site plan from that originally proposed which incorporates many of the advantages cited by the VE team for their alternative site plans.

NMSC approved new site plan on September 6, 1983.

6. Tunnels

Present Plan: Provide tunnels along primary and secondary clarifiers to house piping and equipment.

VE recommendation: Provide pump pits at clarifiers or reduce tunnel length.

NMSC Decision: Provide tunnels but minimize width and length where possible.

Moved by Commissioner Haber, seconded by Commissioner Bemke to accept and approve the Value Engineering Report, as sent to the DNR, subject to changes recommended by McMahon Assoc. and accepted by the Committee of the Whole on September 6, 1983. All present voting aye; Nays, none. Motion carried.

Tom Vik (McMahon) presented a new, detailed project schedule.

Discussion was held on Fine Bubble Diffusers vs Jet Aeration. Tom Probst (McMahon) reviewed each with their costs, for worst and best cases.

cont.



September 13, 1983 cont...

	<u>Initial Cost</u>	<u>O &amp; M</u>	<u>Present Worth</u>
Fine Bubble	\$460,000	\$159,033	\$2,069,544
		\$126,530	\$1,712,000
Jet	\$774,000	\$206,078	\$2,860,000
		\$156,673	\$2,378,824

Probst discussed problems with both the jets and fine bubble diffusers.

#### Jets

1. Oxygen transfer claimed by manufacturer varies in field application.
2. Actual alpha factors less than value assumed for design.
3. Lack of manufacturer assistance with problems.
4. Failure of manufacturer to stand behind equipment or system guarantees.

#### Fine Bubble

1. Mixing intensity as low as 0.05 scfm/ft<sup>2</sup> of tank with no MLSS settling problems.
2. Seymour currently at 0.07 scfm/ft<sup>2</sup> - no settling problems.
3. Berlin & Milton no settling.
4. NMSC designed 0.2 - no settling anticipated

#### Recommendations

1. Design Fine Bubble Aeration System with in place gas cleaning.
2. Initiate test program to determine extent of clogging potential.
3. VE Team endorses these recommendations.

Commissioner LeCompte questioned the analysis by McMahon. He believes it to be flawed. He distributed material concerning his experience and work with jet systems and asked McMahon to come up with more figures. Moved by Commissioner Zelinski, seconded by Commissioner Gross to refer the subject to the Operations, Engineering and Planning Committee at a meeting on September 26, 1983 - 4:30 P.M. with a recommendation presented to the NMSC at their regular meeting on September 27, 1983. Voting aye; Commissioners Zelinski, Gross, LeCompte, Siebers and Mulvey; Nays, Commissioners Bemke and Haber. Motion carried.

Commissioner Siebers reported on the Budget, Finance and Personnel Committee meeting of August 30, 1983.

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to approve reimbursement to Accountant Voigt, in the amount of \$318.62 for schooling. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to hire the firm of Virchow Krause & Co. to upgrade and set-up the accounting system for the capital outlay account, at a cost not to exceed \$3,000. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

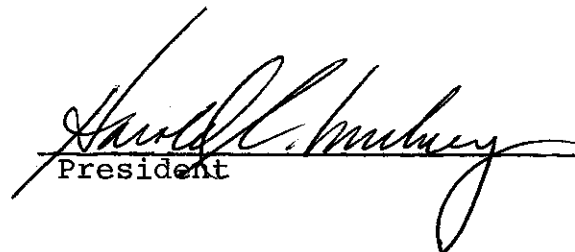
Discussion was held on proposed 1984 NMSC Budget. Moved by Commissioner Haber, seconded by Commissioner Zelinski to schedule a Public Hearing at 7:00 P.M., September 27, 1983, before the Regular Meeting, for the purpose of reviewing the 1984 NMSC budget. All present voting aye; Nays, none. Motion carried.

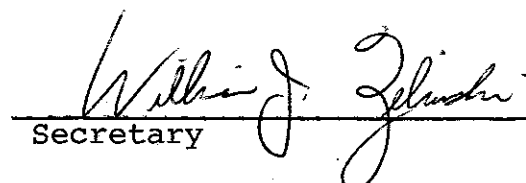
Manager Windau reported that plans have been received on the Waverly Sanitary District Sanitary Sewer and Watermain Construction. He will review the plans by the next meeting on September 27, 1983 and will request letters from ECWRPC and Waverly Sanitary District regarding the extension of the Sewer Service Area to North Shore.

Moved by Commissioner Siebers, seconded by Commissioner Haber to approve Operating Fund Vouchers #6705 thru #6766 in the amount of \$77,518.96 and Payroll and Closing Vouchers #13040 thru #13101 in the amount of \$42,580.72 for the month of August, 1983. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey; Nays, none. Motion carried.

September 13, 1983 cont...

Moved by Commissioner Haber, seconded by Commissioner Bemke to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 9:10 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

September 27, 1983

Public Hearing held at 7:00 P.M. to take public comment on the proposed 1984 budget of the Neenah-Menasha Sewerage Commission.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber & Siebers; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Ted Bauer (Finance Director - Neenah); LeRoy Goldbeck (Town of Neenah); Tom Probst & Tom Vik (McMahon)

Manager Windau presented the budget. Discussion was held on problems with the capital project splits. In determining the figure used, an estimate was made, between the five municipalities, on what sewage would be sent to the treatment plant today if all were sewered and sending it to us. Commissioner Mulvey questioned Account #520 - Administrative, as to whether the five municipalities should share in the \$10,000 Commissioner meetings itsm or all of the Administrative Account. He directed the subject to the Budget, Finance & Personnel Committee. Moved by Commissioner Siebers, seconded by Commissioner Zelinski that the Public Hearing be closed. All present voting aye; Nays, none. Motion carried.

Regular Meeting called to order by Commission President Mulvey at 7:25 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber & Siebers; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; LeRoy Goldbeck (Town of Neenah); Tom Probst & Tom Vik (McMahon)

Absent: None

Moved by Commissioner Haber, seconded by Commissioner Bemke to accept the minutes of the Regular Meeting of September 13, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Zelinski to accept the minutes of the Operations, Engineering & Planning Committee meeting of September 12, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communication was discussed:

1. 9/20/83 letter to Neenah-Menasha Sewerage Treatment Plant from Corps of Engineers; re: End of navigation season on Lower Fox River (October 10, 1983).

Tom Vik (McMahon) gave a project progress report. He stated that they are in the process of designing the headworks, primary clarifiers and tunnel layout, and secondary clarifier and tunnel layout.

Commissioner Haber reported on the Operations, Engineering and Planning Committee meeting held on September 26, 1983. Discussion was held regarding the Fine Bubble Diffuser system vs the Jet system. Commissioner LeCompte reported on new estimates and figures on the Jet system. The committee voted to recommend the Fine Bubble Diffuser system to the Commission. Moved by Commissioner Bemke, seconded by Commissioner Haber to authorize the Engineers to proceed with the design of the Fine Bubble Diffuser system. Voting aye; Commissioners Zelinski, Gross, Bemke, Haber, Siebers and Mulvey. Nays, Commissioner LeCompte. Motion carried.

(cont.)

September 27, 1983  
cont...

Commissioner Gross reported on the negotiations with the Contracting Industrial Users. He stated that progress is being made. Moved by Commissioner Siebers, seconded by Commissioner Gross to schedule an Executive Session of the Budget, Finance & Personnel Committee for October 5, 1983 - 4:00 P.M. to discuss negotiation strategy with the Contracting Industrial Users. The meeting will be held in accordance with Wis. Stats. 19.85 (1)(e). All present voting aye; Nays, none. Motion carried.

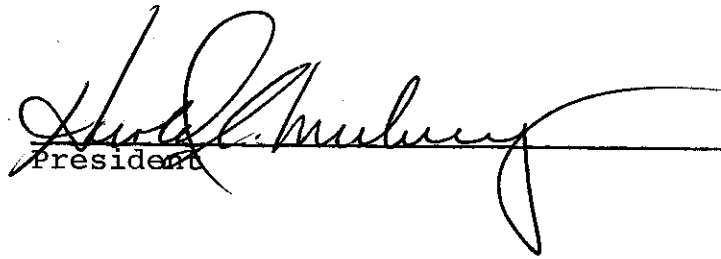
Action was taken on the 1984 NMSC Budget. Moved by Commissioner Siebers, seconded by Commissioner Haber to approve the 1984 NMSC Budget in the amount of \$1,754,270, with the capital project pro-ration and Account #520 - Administrative, to be discussed later. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Discussion was held on the Waverly Sanitary District Sanitary Sewer and Watermain Construction. The North Shore Country Club sewer service area extension has been approved by the ECWRPC and the FVWQPA and now must be approved by the DNR. It was the consensus of the Commission not to approve the Waverly Sanitary District Sanitary Sewer and Watermain Construction until the location of the lift station has been established and the design for sampling has been determined. Manager Windau was authorized to send a letter to McMahan regarding the above issues.

Discussion was held on the proposal by Mulcahy & Wherry. Moved by Commissioner Gross, seconded by Commissioner Siebers that the NMSC retain the legal services of Mulcahy & Wherry to represent the Commission during bargaining sessions with Local 1541. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Haber, Siebers and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to schedule an Executive Session between the Budget, Finance & Personnel Committee and Mulcahy & Wherry for October 11, 1983 at 6:00 P.M. for the purpose of discussing contract negotiations. The meeting will be held in accordance with Wis. Stats. 19.85(1)(e). All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Zelinski, seconded by Commissioner Haber to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:30 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Executive Session and Regular Meeting  
October 11, 1983

Meeting called to order by Commission President Mulvey at 6:00 P.M.

Present: Commissioners Mulvey, Zelinski Gross, Bemke, Haber and Siebers;  
Manager Windau; Superintendent Schuelke; Jim Macy (Mulcahy & Wherry).

Absent: Commissioner LeCompte

Meeting convened in Executive Session to discuss 1984 Labor Negotiations per Wis. Statutes 19.85 (1)(c). Meeting recessed at 7:10 P.M.

Regular Open Meeting was called to order by Commission President Mulvey at 7:15 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, Bemke, Haber and Siebers;  
Manager Windau; Superintendent Schuelke; Secretary Stevenson;  
Tom Probst & Tom Vik (McMahan); Alderman Knaack (Neenah);  
LeRoy Goldbeck (Town of Neenah)

Absent: Commissioner LeCompte

cont...

October 11, 1983 cont...

Moved by Commissioner Siebers, seconded by Commissioner Haber to amend the minutes of the Regular Meeting of September 27, 1983 to read: Page 3, Paragraph 2 - "Moved by Commissioner Siebers, seconded by Commissioner Zelinski to schedule an Executive Session of the Neenah-Menasha Sewerage Commission and Mulcahy & Wherry for October 11, 1983 at 6:00 P.M."... All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to accept the minutes of the Regular Meeting of September 27, 1983, as amended, and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Bemke, seconded by Commissioner Haber to accept the minutes of the Operations, Engineering and Planning Committee meeting of September 26, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to accept the minutes of the Executive Session of the Budget, Finance & Personnel Committee meeting of October 5, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 9/30/83 letter to Dr. Thomas Burrows (Waverly Sanitary District) from Manager Windau; re: NMSC's desire to hold-off on approval of Waverly Sanitary District Sewage Collection System pending resolution of issues concerning the location of the lift station and the design for sampling has been determined.
2. 9/27/83 letter to Manager Windau from Thomas Burrows (Waverly Sanitary District); re: Agreement for wastewater transportation between S.D.#4 and Waverly Sanitary District, accepted by S.D.#4.
3. 9/30/83 letter to Stan Labunski (Consoer Townsend); re: Status of Industrial Pretreatment Program. Moved by Commissioner Siebers, seconded by Commissioner Haber authorizing Manager Windau to obtain a satisfactory response, from Consoer Townsend, by October 17, 1983 or the matter will be turned over to the Commission Counsel for action. All present voting aye; Nays, none. Motion carried.
4. 10/7/83 letter to Attorney Goggin from Foley & Lardner; re: Proposed prepayment by Waverly Sanitary District for capital costs.
5. 9/27/83 letter to Manager Windau from John Wilke (Eng. City of Neenah); re: City of Neenah's June 1983 Semi-Annual Progress Report on Bypass Correction.

Tom Vik (McMahon) gave a project progress report. Drawings are currently in progress for the following areas: headworks building, plant influent sewers, primary clarifiers - flow splitting, primary tunnel, secondary clarifier-flow splitting and tunnel layout, and digester complex-mechanical and structural. Work is continuing on instrumentation and control requirements, polymer system requirements, methane gas utilization and architectural drawings for the Service Building. A test aeration header has been installed in the aeration tank to determine the extent of diffuser plugging and the effectiveness of gas cleaning. Contacts have been made with the Corps of Engineers and DNR regarding filling in the lake. Progress on the plans and specifications constitute progress toward the lake-fill activity in accordance with the Corps' permit.

An Operations, Engineering & Planning Committee meeting was scheduled for Monday, October 24, 1983 - 4:00 P.M.

Commissioner Gross reported on the negotiations with the contracting industrial users. Bargaining has been back and forth with all parties getting closer to a contract. Another negotiation meeting has been scheduled for October 12, 1983 - 10:30 A.M., at Gilbert Paper Company.

The Capital Cost Split on the 1984 Budget was discussed:

Moved by Commissioner Zelinski, seconded by Commissioner Haber to schedule an Executive Session of the Budget, Finance & Personnel Committee for October 20, 1983 4:00 P.M. to discuss contract negotiations between the Commission and Industry and the request by the Galloway Company in their letter of September 23, 1983. The meeting will be held in accordance with Wis. Stats. 19.85 (1)(e). All present voting aye; Nays, none. Motion carried.

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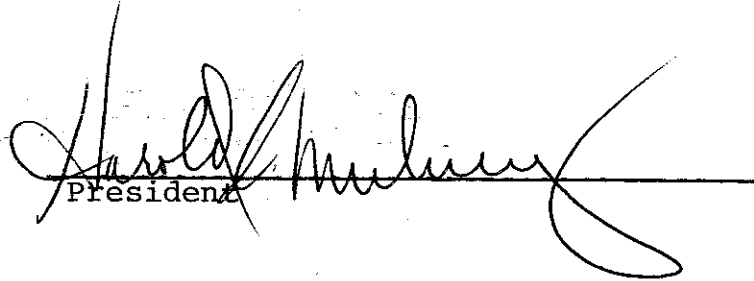
October 11, 1983 cont...

An Open Meeting of the Budget, Finance & Personnel Committee will be held on October 20, 1983 - 5:00 P.M. to discuss the capital cost split on the 1984 budget.

City of Menasha Board of Public Works requested the NMSC to consider the request of the Wisconsin Tissue Mills concerning a study of the Lakeshore Interceptor abandonment. The issue was referred to the Operations, Engineering & Planning Committee meeting of October 24, 1983 - 4:00 P.M. for discussion.

Moved by Commissioner Haber, seconded by Commissioner Bemke to approve Operating Fund Vouchers #6767 thru #6817 in the amount of \$74,670.90 and Payroll and Closing Vouchers #13162 thru #13160 in the amount of \$40,843.32 for the month of September, 1983. Voting aye; Commissioners Zelinski, Gross, Bemke, Haber, Siebers and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Bemke, seconded by Commissioner Haber to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:00 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Executive Session

October 11, 1983

The Executive Session was held for the purpose of discussing labor contract negotiations. The meeting was conducted as a closed session pursuant to Wis. Stats., Section 19.85 (1) (c).

The meeting was called to order by Commissioner Mulvey at 6:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, Bemke, Haber and Siebers. Manager Windau; Superintendent Schuelke; James Macy (Mulcahy & Wherry).

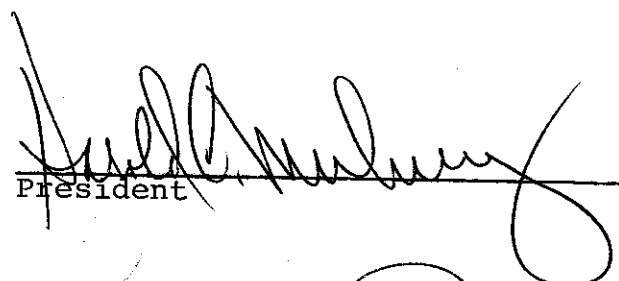
James Macy, Mulcahy & Wherry, will be representing the NMSC during labor contract negotiations with the union.

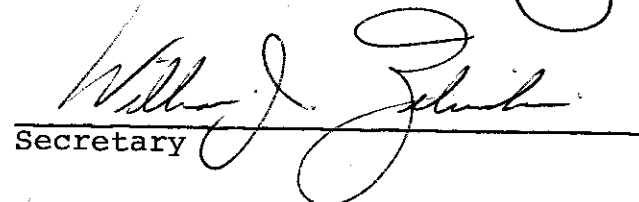
Superintendent Schuelke discussed some issues which he feels should be considered during the negotiations.

There was a discussion on the advantages and disadvantages of a one year or two year contract.

Jim Macy discussed some issues for negotiations which his firm has developed. He will prepare a proposal to the union which he will send for review by the Budget, Finance & Personnel Committee.

The meeting ended at 7:10 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingOctober 25, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, Bemke, Haber and Siebers; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Mayor Ciske (Menasha); Alderman Knaack (Neenah); LeRoy Goldbeck (Town of Neenah); Tom Vik and Tom Probst (McMahon)

Absent: Commissioner LeCompte

Moved by Commissioner Bemke, seconded by Commissioner Haber to accept the minutes of the Executive Session and Regular Meeting of October 11, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Zelinski, seconded by Commissioner Gross to amend and accept the minutes of the Budget, Finance & Personnel Committee meeting of October 20, 1983 to read..."It was the Committee consensus to put 1/2 of the Commissioner Meetings and the per diem (\$5,550) in the Capital Projects budget and leave the other 1/2 of the Commissioner Meetings (\$5,000) in Account #520... All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Bemke to accept the minutes of the Operations, Engineering & Planning Committee meeting of October 24, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 9/22/83 minutes of the Regular Meeting of S.D. #4; re: Approved the agreement of transportation of wastewater between S.D.#4 and Waverly Sanitary District.
2. Manager Windau's Notes From 566h Annual Conference - Water Pollution Control Federation.

Tom Vik (McMahon) gave a project progress report. He mentioned three topics:

1. Bulkhead

The DNR has indicated that they would review plans and specs for the proposed bulkhead design. Separation of this segment of the work will allow fill to be placed behind the bulkhead all of next year.

Moved by Commissioner Haber, seconded by Commissioner Bemke to authorize McMahon Assoc. to proceed, immediately, with the design of the bulkhead, separate from the rest of the project. All present voting aye; Nays, none. Motion carried.

2. Methane Utilization

Two options for utilization of methane gas from the anaerobic digestion process were studied:

- A. Cogeneration of electricity for in-plant usage.
- B. Utilize an engine to power a blower for the aeration system.

McMahon favors Option B.

Moved by Commissioner Haber, seconded by Commissioner Bemke to select Option B to utilize an engine to power a blower for the aeration system. All present voting aye; Nays, none. Motion carried.

3. Plans & Specifications Progress

Plans completed to date were presented to the Engineering Committee on October 24, 1983. Floor plans are 75 complete for the Service Building, Headworks Building and Digester Building. Work is commencing on the Blower Building. Value Engineering is scheduled for the week of November 15, 1983 in Dallas. Project is on schedule.

Commissioner Bemke questioned the use of concrete or span-crete siding vs. steel siding. McMahon will check on this.

Moved by Commissioner Bemke, seconded by Commissioner Haber to authorize the Engineers and Architects to proceed with the designs and plans as presented thus far. All present voting aye; Nays, none. Motion carried.

A meeting of the Operations, Engineering & Planning Committee is scheduled for October 31, 1983 - 4:00 P.M.

cont...

October 25, 1983 cont...

The subject of the Lakeshore Interceptor was tabled until the Operations, Engineering & Planning Committee meeting scheduled for November 7, 1983 - 4:00 P.M.

Commissioner Haber reported on sludge hauling. A communication has been received from Ken Schroeder, Container Waste Hauling, requesting permission to be relieved of their contract, October 31, 1983, with the NMSC. Moved by Commissioner Haber, seconded by Commissioner Bemke to release Container Waste Hauling from their sludge hauling contract with the NMSC, subject to agreeable acceptance of completion and accept the services of Gizmo Farms, Inc. for the remainder of 1983. All obligations must be fulfilled by Container Waste Hauling by October 31, 1983 or payment will be withheld from October services. All present voting aye; Nays, none. Motion carried.

Discussion was held on the Capital Cost Split on the 1983 Budget. Moved by Commissioner Siebers, seconded by Commissioner Zelinski to approve the revised capital cost splits and NMSC Budget for 1984. Voting aye; Commissioners Siebers, Haber, Bemke, Gross, Zelinski and Mulvey; Nays, none. Motion carried. The new cost splits are:

City of Menasha	\$44,052
City of Neenah	\$35,702
Sanitary District #4	\$12,721
Town of Neenah S.D.	\$ 1,456
Waverly S.D.	\$ 794

Commissioner Gross reported on the status of negotiations with Contracting Industrial Users. A contract is getting closer. The next meeting with industry is scheduled for November 4, 1983 - 8:30 A.M.

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to schedule an Executive Session of the Budget, Finance & Personnel Committee for November 4, 1983 - 4:00 P.M., if needed, to discuss negotiations with Contracting Industrial Users. The meeting will be held in accordance with Wis. Stats. 19.85 (1)(e). All present voting aye; Nays, none. Motion carried.

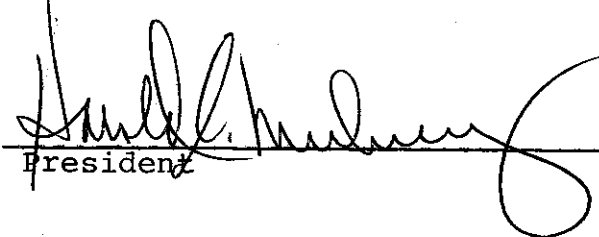
Moved by Commissioner Siebers, seconded by Commissioner Gross to amend the previous motion regarding an Executive Session to add the request from Galloway Company for an extension to the agreement deadline. All present voting aye; Nays, none. Motion carried.

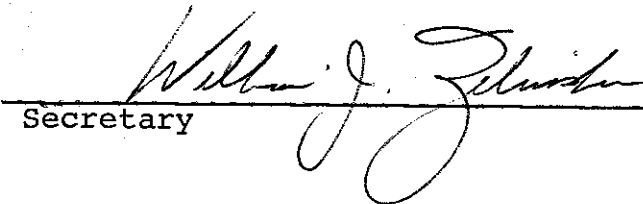
Manager Windau discussed the status of the Industrial Pretreatment Program. Consoer, Townsend has promised to send the information to him by Thursday, October 27, 1983. If it is not received by October 31, 1983, the Commission authorized legal action to begin.

Discussion was held on an Additional Group Life Insurance Plan for Commission employees. Moved by Commissioner Gross, seconded by Commissioner Zelinski to approve the Additional Group Life Insurance Plan, for Commission Employees, at no cost to the Commission. Voting aye; Commissioners Gross, Bemke, Haber, Siebers, Zelinski and Mulvey. Nays, none. Motion carried.

A meeting between Mulcahy & Wherry and the Union representatives has been scheduled for November 14, 1983 - 4:00 P.M. to discuss changes in the Union Contract for 1984. Any comments from Commissioners must be received by Manager Windau by November 4.

Moved by Commissioner Bemke, seconded by Commissioner Haber to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:15 P.M.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingNovember 8, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber and Siebers; Manager Windau; Superintendent Schuelke; Alderman Knaack; Katie Knaack (Neenah); Tom Probst (McMahon); Jim Meyer (Post Crescent)

Absent: Secretary Stevenson

Motion by Commissioner Bemke and seconded by Commissioner Haber to accept the minutes of the Regular Meeting of October 25, 1983 and place them on file. Motion carried unanimously.

Moved by Commissioner Bemke and seconded by Commissioner Haber to accept the minutes of the Engineering Committee meeting of November 1, 1983. Motion carried unanimously.

Moved by Commissioner Zelinski and seconded by Commissioner Gross to accept the minutes of the Finance Committee meeting of November 4, 1983. Motion carried unanimously.

The following communications were discussed:

1. 9/28/83 letter sent to all contracting municipalities by Manager Windau explaining the 1984 Capital Projects budget split and monthly payment schedule.
2. 11/2/83 letter from DNR accepting the first Value Engineering Study.

Tom Probst (McMahon) gave a project progress report. He began by requesting a meeting of the Engineering Committee to discuss sludge management planning. The Committee agreed to meet on November 15, 1983, at 4:30 P.M. Mr. Probst then distributed a brief report which discussed soil borings (borings will be drilled at the plant site on November 10); sludge management plan; and treatment plant plans and specifications. Plans and specifications for the bulkhead have been completed and will be sent to DNR.

Commissioner Haber reported on the Lakeshore Interceptor issue including Engineering Committee meetings, and meetings with the City of Menasha and Wisconsin Tissue Mills personnel. Motion was made by Commissioner Haber and seconded by Commissioner Zelinski to authorize McMahon Associates to proceed with a preliminary study of routing the Lakeshore Interceptor down 4th Street to the new Interceptor along the railroad right-of-way at a cost not to exceed \$1,200 with such cost to be paid by Wisconsin Tissue Mills. Individual voice vote was taken. Motion carried unanimously.

Commissioner Haber reported that at their November 1, 1983 meeting, the Engineering Committee approved modifications to the building which increased the size of the chlorine room and garage doors, and raised the second floor of the incinerator building. Motion was made by Commissioner Bemke and seconded by Commissioner Haber that the NMSC approve those building design changes made at the November 1, 1983 Engineering Committee meeting. Motion carried unanimously.

Commissioner Gross reported that the Finance Committee met on November 4, 1983 to discuss the industrial contract negotiations. There are few issues left to be resolved prior to signing.

Commissioner Siebers reminded the Personnel Committee that a meeting will be held with the Union on November 14, 1983, at 4:00 P.M. to begin negotiations. There are few issues left to be resolved prior to signing.

Manager Windau noted that sludge hauling bids will be received on November 22, 1983. He also noted that DNR has stated that Container Waste Hauling has properly cleaned-up the sludge storage sites and has properly spread and incorporated the sludge. The NMSC suggested that Manager Windau do further appropriate checking before releasing the October payment to Container Waste Hauling.

Motion was made by Commissioner Zelinski and seconded by Commissioner Siebers to hold an emergency Executive Session of the Personnel Committee immediately

cont.



November 8, 1983 cont...

following the Regular Meeting, in accordance with State Statute 19.85 (1) (f), to discuss a personnel problem. Motion carried unanimously.

Motion made by Commissioner Haber and seconded by Commissioner Bemke to adjourn. Motion carried unanimously. Meeting adjourned at 8:15 P.M.

*[Handwritten Signature]*  
\_\_\_\_\_  
President

*[Handwritten Signature]*  
\_\_\_\_\_  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting  
November 22, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, Bemke, Haber and Siebers; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Tom Probst & Tom Vik (McMahon); LeRoy Goldbeck (Town of Neenah); George, Bob & Jim Potratz (Gizmo Farms, Inc.); Dave Miley (L.D. Inc.); Jim Meyer (News Record)

Absent: Commissioner LeCompte

Moved by Commissioner Siebers, seconded by Commissioner Zelinski to accept the minutes of the Regular Meeting of November 8, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Bemke to accept the minutes of the Operations, Engineering & Planning Committee meeting of November 7, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Bemke to accept the minutes of the Operations, Engineering & Planning Committee meeting of November 15, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Zelinski, seconded by Commissioner Siebers to accept the minutes of the Budget, Finance & Personnel Committee meeting of November 14, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Bids were opened for Sludge Hauling for 1984.

<p>1. <u>VanHandel Sand and Gravel</u></p> <p style="padding-left: 40px;"><u>solid</u> \$6.50/ton</p>	<p>3. <u>Gizmo Farms, Inc. - 1/1/84 - 12/31/84</u></p> <p style="padding-left: 40px;"><u>solid</u> \$4.50/cu.yd (locally) \$5.50/cu. yd (long distanct)</p> <p style="padding-left: 40px;"><u>liquid</u> 2¢/gal. (locally) 3¢/gal. (long distance)</p> <p style="padding-left: 40px;"><u>front-end loader</u> \$31.05/hr.</p>
<p>2. <u>L.D. Inc.</u></p> <p style="padding-left: 20px;"><u>Proposal A - 1/1/84 - 12/31/84</u></p> <p style="padding-left: 40px;"><u>solid</u> \$5.94/yd.</p> <p style="padding-left: 40px;"><u>liquid</u> .0297¢/gal.</p> <p style="padding-left: 20px;"><u>Proposal B</u> 1/1/84 - 12/31/86</p> <p style="padding-left: 40px;"><u>solid</u> \$4.44/yd.</p> <p style="padding-left: 40px;"><u>liquid</u> .0222¢/gal.</p>	

November 22, 1983  
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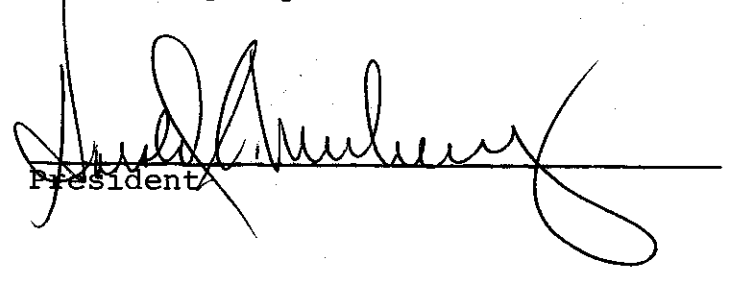
Moved by Commissioner Benke, seconded by Commissioner Haber to schedule an  
Operations, Engineering & Planning Committee

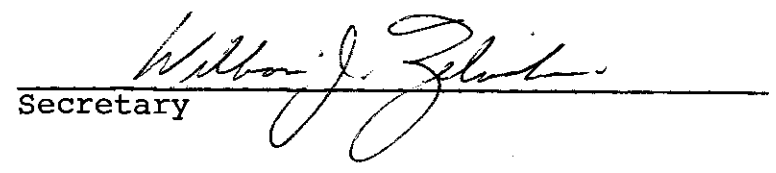
November 22, 1983 cont...

Moved by Commissioner Siebers, seconded by Commissioner Gross to authorize payment of Invoice #40188 dated June 7, 1983 from PRC Consoer Townsend, Inc. in the amount of \$9,376.95, with a retainage of 10% for Engineering Services performed on Phase II of an Industrial Pretreatment Program in accordance with our Agreement For Engineering Services dated June 2, 1982. Voting aye; Commissioners Siebers, Haber, Bemke, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Haber to approve Operating Fund Vouchers #6818 thru #6872 in the amount of \$62,743.03 and Payroll and Closing Vouchers #13161 thru #13223 in the amount of \$43,324.55 for the month of October, 1983. Voting aye; Commissioners Siebers, Haber, Bemke, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Bemke to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 7:45 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Special Meeting

November 29, 1983

Meeting called to order at 7:00 P.M. by Commission President Mulvey.

Present: Commissioners Mulvey, Zelinski, Bemke, Haber, Siebers; Manager Windau; Superintendent Schuelke; LeRoy Goldbeck (Town of Neenah); Dave Miley (L.D. Inc.); George and Bob Potratz

Absent: Commissioners Gross, LeCompte

Sludge Hauling bids for 1984 were discussed:

The Van Handel bid was \$6.50/ton of sludge cake which equates to \$5.34/cubic yard (Yd). Use of a front-end loader was included in this prove. If need would arise for liquid sludge haul, such work would be subcontracted. There was a discussion on potential additional costs associated with the development of a storage site, hauling out of a storage si-e and rental of farm land during crop-growing season.

L.D. Inc. submitted a one year bid of \$5.94/Yd. Use of a front-end loader was included in this price. He also submitted a bid of \$4.44/Yd for a three year contract. The NMSC agreed that they would not consider a three year contract at this state of the plant rehabilitation project. The L.D. Inc. "one year" bid included a rate of \$0.0297/gallon for liquid sludge hauling.

The Gizmo Farms, Inc. bid included a sludge haul rate of \$4.50/Yd for local haul (any location east of the City of Omro or east of the Village of Fremont), \$5.50/Yd for long-distance haul, and \$31.05/hour for use of a front-end loader. Based on the year 1982 experience with Gizmo Farms, 76.3% of sludge was local haul and 23.7% was long-distance haul. For the first ten months -f 1983, our front-end loader use has been 1.2 hours/day, and our sludge cake production has been 72.7 cubic yards/day. Based on the above facts, the Gizmo Farms bid was calculated as follows:

\$4.50 X 75%	=	\$3.375
\$5.50 X 25%	=	1.375
\$31.05 X 1.2 hrs/day	-	.512
<u>72.7 yds/day</u>		
		<u>\$5.26/yd. Bib</u>

Gizmo Farms bid for liquid sludge hauling was \$0.02/gallon.

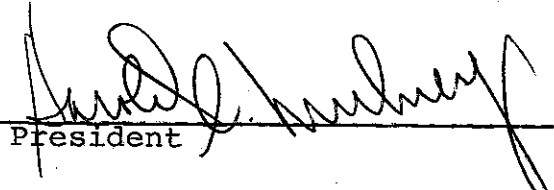
November 29, 1983 cont...


Motion was made by Frank Bemke and seconded by Adam Haber to select the bid from Gizmo Farms, Inc. for sludge hauling for 1984 contingent upon review and approval of the submitted bid by NMSC Attorney. Motion carried unanimously.

Motion was made by Frank Bemke and seconded by Adam Haber recommending inclusion of a truck scale in the plant rehabilitation project. Motion carried unanimously. McMahon Associates will be requested to analyze and recommend a plan to incorporate a truck scale into the plant.

Motion was made by Adam Haber and seconded by Frank Bemke to recommend incorporation of a 9,000 pound front-end loader into the plant rehabilitation project. Motion carried unanimously.

Motion to adjourn made by Adam Haber and seconded by Bill Zelinski. Motion carried unanimously. Meeting ended at 7:58 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

December 13, 1983

Meeting called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber, Siebers; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Tom Probst (McMahon) Jim Meyer (News Record)

Absent: None

Moved by Commissioner Gross, seconded by Commissioner Haber to accept the minutes of the Regular Meeting of November 22, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Gross to accept the minutes of the Budget, Finance & Personnel Committee Meeting of November 22, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Bemke to accept the minutes of the Operations, Engineering & Planning Committee Meeting of November 28, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Zelinski, seconded by Commissioner Haber to accept the minutes of the Special Meeting of the NMSC on November 29, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 11/29/83 letter to Thomas Windau from DNR; re: Plans received from McMahon for bulkhead in Little Lake Butte des Morts to facilitate construction of improvements to the wastewater treatment plant.
2. 12/6/83 letter to Thomas Windau from the Galloway Co.; re: Galloway's status as a contracting industrial user. Moved by Commissioner Haber, seconded by Commissioner Siebers to refer the 12/6/83 letter, from the Galloway Co., to McMahon for their evaluation and comments which will, in turn, be reported back to the Commission. All present voting aye; Nays, none. Motion carried.

cont...

Regular Meeting  
December 13, 1983 cont...

Tom Probst (McMahon) gave the Project Progress Report. He requested authorization to submit the Plans and Specifications on the wastewater treatment plant improvements and interceptor to DNR for their review on 12/19/83. Moved by Commissioner Siebers, seconded by Commissioner Haber to authorize McMahon Assoc. to submit the plans and specifications on the wastewater treatment plant improvements and interceptor sewer to DNR for their review on 12/19/83. All present voting aye; Nays, none. Motion carried.

McMahon also requested authorization to perform additional services. Moved by Commissioner Haber, seconded by Commissioner Bemke to authorize McMahon Assoc. to perform the following services as outlined in their agreement:

- 1. Construction Grant Services
- 2. Preliminary Plan of Operation
- 3. Parallel Cost Estimate

Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

An Operations, Engineering & Planning Committee Meeting was scheduled for December 15, 1983 - 10:30 A.M. at McMahon's Office, to discuss the following items:

- 1. Bucket Loader Specification
- 2. Sludge Weighing Facilities
- 3. Value Engineering

Probst reported that the Phase II Value Engineering Study has been received and McMahon is in the process of commenting on the report. Probst distributed copies of the report.

Probst discussed Innovative/Alternative Funding. McMahon will attempt to justify I/A funding for the following processes:

- 1. Fine bubble aeration with in-place gas cleaning
- 2. Methane driven engines with heat recovery
- 3. Anaerobic digestion
- 4. Sludge handling vehicle (front-end loader)
- 5. Flocculating Clarifiers
- 6. Gravity belt thickening

Commissioner Gross reported on the Industrial User Contracts. They have been completed and distributed to the respective parties. No schedule has been set but a date for signing should be determined within two weeks.

Commissioner Siebers reported on the Union Negotiations. They are proceeding along, with another closed meeting scheduled for December 19, 1983.

Manager Windau distributed copies of the Industrial Pretreatment Report. He reported on a telephone conversation he had with Stan Labunski (Consoer Townsend). A public meeting should be held the first or second week in January. Three copies of the report have been sent to DNR for comments. A memo has been addressed to the plant staff, along with copies of the report, and a meeting will be held in January for the purpose of discussing how to implement the Pretreatment Program.

Manager Windau discussed the 1984 Sludge Hauling Contract. Commissioner Mulvey recommended that the contract be held in abeyance until it is proved acceptable by the Commission Attorney. Manager Windau was authorized to prepare a list of land-sites, from Gizmo Farms, Inc., and put them on a map. The Commission will then determine which would be considered long or short hauls. Moved by Commissioner Haber, seconded by Commissioner Bemke to set a Performance Bond for sludge hauling by Gizmo Farms, Inc., at \$20,000 for the duration of the contract. Voting aye; Commissioners Haber, Bemke, Gross, Zelinski and Mulvey. Nays; Commissioners Siebers and LeCompte. Motion carried.

Manager Windau was authorized to write and send a letter of intent to Gizmo Farms, Inc. for the sludge hauling until the contract is signed.

A Special Meeting of the NMSC was tentatively set for December 27, 1983 - 4:00 P.M. to adopt the 1984 Sludge Hauling Contract and discuss the Industrial User Contracts.

Moved by Commissioner Haber, seconded by Commissioner Zelinski to authorize

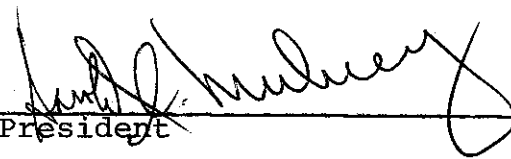
December 13, 1983 cont...

Moved by Commissioner Siebers, seconded by Commissioner Haber to authorize payment of \$180,000 to McMahon Associates, on December 30, 1983, for Engineering Work on the project. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

The subject of the Waverly Sanitary District Sewer System was referred to the Operations, Engineering and Planning Committee.

Moved by Commissioner Siebers, seconded by Commissioner Bemke to approve Payroll Vouchers #13224 thru #13279 in the amount of \$40,594.13 and Operating Fund Vouchers #6873 thru #6929 in the amount of \$66,980.58 for the month of November, 1983. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Gross, seconded by Commissioner Siebers to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 8:25 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Special Meeting

December 27, 1983

Meeting called to order by Vice President Siebers at 4:00 P.M.

Present: Commissioners Zelinski, Gross, LeCompte, Bemke, Haber and Siebers; Attorney Goggin; Secretary Stevenson; Dave Wagner (McMahon); LeRoy Goldbeck (Town of Neenah); Jim Meyer (News Record)

Absent: Commissioner Mulvey; Manager Windau; Superintendent Schuelke

Moved by Commissioner LeCompte, seconded by Commissioner Zelinski to accept the minutes of the Regular Meeting of December 13, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Zelinski to accept the minutes of the Operations, Engineering & Planning Committee meeting of December 15, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

Commissioner Mulvey entered the meeting.

Commissioner Haber reported on the Operations, Engineering & Planning Committee Meeting of December 15, 1983. Information was distributed at the Committee meeting, on options for weighing sludge. The Committee stated a preference for a 50' truck scale but only a 30' platform scale is available. Subject will be returned to Committee for further discussion. Information on front-end loaders was discussed. The Committee seemed to favor an articulating loader that could handle a 3 cubic yard bucket. Specifications for the front-end loader are being drawn-up. The Committee made some additional recommendations to the Value Engineering Report. The Committee also endorsed a short-distance haul boundary for the 1984 sludge hauling contract.

The 1984 Sludge Hauling Contract was discussed. Moved by Commissioner Siebers, seconded by Commissioner Haber to schedule an Executive Session of the NMSC for January 10, 1984 - 6:00 P.M. at the Commission's office located at 101 Garfield Avenue, City of Menasha, Wisconsin. The Executive Session will be held for the purpose of discussing the 1984 Sludge Hauling Contract. The meeting will be

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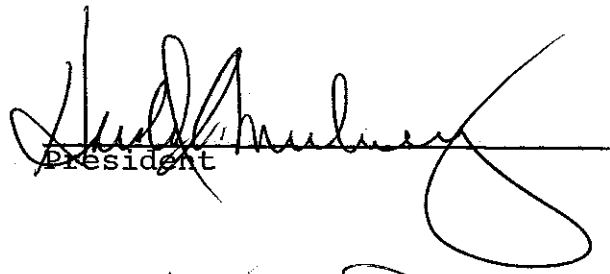

Special Meeting  
December 27, 1983

conducted as a Closed Session pursuant to Wis. Stats. Sec. 19.85 (1) (g). A regular meeting will follow at 7:00 P.M. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Haber, seconded by Commissioner Bemke to extend the present sludge hauling contract with Gizmo Farms, Inc. until the 1984 contract is executed. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Haber, Siebers and Mulvey. Nays, none. Motion carried.

Commissioner Gross discussed the Industrial User Contracts. Final drafts are ready for signing but one industry wants its home office to study the contract before they execute it. Moved by Commissioner Gross, seconded by Commissioner Siebers to approve the Industrial User Contracts, in principle, with execution to take place after approval by the industries. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Haber, Siebers and Mulvey. Nays, none. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Bemke to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 4:30 P.M.

  
President  
  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Executive Session & Regular Meeting  
January 10, 1984

Meeting called to order by Commission President Mulvey at 6:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber and Siebers. Attorney Goggin; Manager Windau; Superintendent Schuelke,

Absent: None

Meeting convened in Executive Session to discuss 1984 Sludge Hauling Contract per Wis. Stats., Sec. 19.85 (1) (g). Meeting recessed at 6:25 P.M.

Regular Open Meeting was called to order by Commission President Mulvey at 7:00 P.M.

Present: Commissioners Mulvey, Zelinski, Gross, LeCompte, Bemke, Haber and Siebers; Attorney Goggin; Manager Windau; Superintendent Schuelke; Secretary Stevenson; Alderman Knaack (Neenah); LeRoy Goldbeck (Town of Neenah); Tom Probst (McMahon); George & Jim Potratz (Gizmo Farms, Inc.); Jim Meyer (News Record)

Absent: None

Moved by Commissioner Zelinski, seconded by Commissioner Haber to accept the minutes of the Special Meeting of December 27, 1983 and place them on file. All present voting aye; Nays, none. Motion carried.

The following communications were discussed:

1. 12/23/83 letter to Wis. Employment Relations Comm. from Union Rep., Greg Spring; re: Petition for Mediation-Arbitration.
2. 12/22/83 letter to Manager Windau from ECWRPC; re: Neenah-Menasha Sewer Service Area Informational Meeting to discuss five year update.
3. 12/29/83 cover letter from Virchow Krause & Co., re: Accounting System.

January 10, 1984 cont...

Attorney Goggin reported on the Industrial User Contracts. He stated that the Industries have signed the contracts and they are ready for signing by the Commission. Moved by Commissioner Siebers, seconded by Commissioner Bemke to authorize the officers of the NMSC to execute the Industrial User Contracts with Gilbert Paper Company and U. S. Paper Mills Corp. Voting aye; Commissioners Siebers, Haber, Bemke, LeCompte, Gross, Zelinski and Mulvey. Nays, none. Motion carried.

Attorney Goggin discussed the 1984 Sludge Hauling Contract. He recommended that the Commission enter into a written contract with Gizmo Farms, Inc., for two years. Moved by Commissioner Haber, seconded by Commissioner Bemke to authorize the officers of the NMSC to execute the 1984 Sludge Hauling Contract between the NMSC and Gizmo Farms, Inc., for two years. Voting aye; Commissioners Zelinski, Gross, LeCompte, Bemke, Haber, Siebers and Mulvey. Nays, none. Motion carried.

Attorney Goggin left the meeting.

Manager Windau reported on the Operations, Engineering and Planning of the plant.

1. Plans and specs for the wastewater treatment facilities and interceptor sewer for the NMSC have been submitted to DNR for review.
2. A letter has been received from DNR stating that they received the plans and specs and will complete review of them as soon as possible.
3. A letter has been sent to DNR describing innovative and alternative items such as: Fine Bubble Aeration With Gas Cleaning; Anaerobic Digestion Including Heat Recovery System; Gravity Belt Thickening; Flocculating Clarifiers; Sludge Loader.
4. A letter has been received from McMahon Assoc. containing information, requested by the NMSC, on the Galloway Company. Manager Windau was authorized to meet with Tom Probst (McMahon), Galloway Company and the City of Neenah on this.

Commissioner Siebers reported on the progress of the Union Negotiations. He stated that a petition for Mediation-Arbitration has been submitted, by the Union.

Election of Officers was held. Moved by Commissioner Gross, seconded by Commissioner Bemke to elect the following officers for 1984:

President	Harold Mulvey
Vice President	Dale Siebers
Secretary	William Zelinski

Manager Windau was authorized to contact Attorney Goggin to find out if future elections can be deferred until February due to language in the Ordinance-Contract-

Tom Probst (McMahon) gave a project progress report.

DNR has plans and specs for the project and anticipates review later in January.

DNR will approve bulkhead drawings by letter this week.

A project schedule has been developed as to how work should proceed from now until the contracts are awarded.

Submit grant applications to DNR	2/1/84
Submit user charge system to DNR	2/1/84
NMSC staff complete document preliminary review	2/1/84
Final drawings and presentation to NMSC	4/1/84
DNR certification of Grant Application to EPA	4/1/84
Advertise for bids	4/9/84
EPA grant award	4/30/84
Receive bids	5/23/84
Submit bids to DNR	5/29/84
Award contracts	8/1/84

McMahon Assoc. Inc. was authorized to commence the preparation of a single grant application to meet the above schedule.

Moved by Commissioner Gross, seconded by Commissioner Haber that the NMSC accept the Resolution for Authorization of Official Representatives, as prepared

cont...