

NEENAH-MENASHA SEWERAGE COMMISSION  
Regular Meeting  
Tuesday January 25, 2000

Meeting called to order by Commission President Zelinski at 4:00 p.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Zelinski, J. Johnson, W. Helein, D. Siebers, G. Cowling; Manager Much, Accountant Voigt.

Excused: Commissioner D. Siebers

Also Present: Jim Peichl (MCO), Rick Badger (Local 1541 Rep), Richard Panke, Ron Bunkert, Jeff Kellner (McMahon), Tom Vik (McMahon), Raymond Osness (GKS&T), James Potratz, Robert Potratz, Mike King.

Rick Badger presented to the Commission the Local 1541 AFSCME grievance that was filed concerning two days in December 1999 that the Union felt should have resulted in overtime being offered to the union operators. After discussing the union position on the grievance to the Commission and reviewing the union contract language, Manager Much responded with the management viewpoint concerning the situation. After discussion with Rick Badger and with union approval, the grievance will be further discussed at the next Regular Meeting of the Commission on February 22, 2000. Motion made by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to have Attorney Jim Gunz meet with Rick Badger to discuss the grievance and to have the grievance brought back to the next Commission meeting for action. Motion carried unanimously.

Motion by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the minutes of the Regular Meeting of December 28, 1999. Motion carried unanimously.

The following correspondence was presented to the Commission at the meeting and discussed:

- A. January 10, 2000 letter to Mr. Greg Kiel, City of Menasha from Mr. Tom Vik, McMahon Associates.  
RE: Submittal of plans for expansion including a landscaping plan with request to use evergreen trees in lieu of leafed trees.
- B. January 19, 2000 memorandum from the City of Neenah informing the NMSC of the reappointment of William Zelinski to the Neenah-Menasha Sewerage Commission.

Budget, Finance, Personnel

Accountant Voigt presented and discussed the un-audited financial statements for the month of December 1999. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept and place on file the un-audited financial statements for the month of December 1999. Motion carried unanimously.

MCO invoice #5910, in the amount of \$56,366.65 for February 2000 was presented. Moved by Commissioner J. Johnson, seconded by Commissioner G. Cowling to approve and pay MCO invoice #5910 for February 2000, in the amount of \$56,366.65 on February 1, 2000. Motion carried unanimously.

Mr. Raymond Osness, Griffin Kubik Stephens & Thompson, Inc. (GKST) presented to the Commission a brief report showing the Commission their options for financing the currently planned expansion project. The first option is to defease the 1993 Bond Resolution and remove the current bonding restrictions. This method would result in an additional expense to the Commission of about \$120,000. This is due in large part to higher interest rates than what the Commission currently has with the 1993 Refunding Bond Issue. The second option is to issue Bond Anticipation Notes (BAN's) that would be junior and subordinate to the 1993 Refunding Bond Issue. The BAN's and the 1993 Refunding Bonds would then be called on December 1, 2003 and they would be refunded with long-term Revenue Bonds. It was the recommendation of GKST to proceed with the option of issuing the BAN's. Mr. Osness had several questions to the Commission. Is the design life of the expansion expected to be 20 years? The question was answered yes. Will the Commission General Obligation debt be paid off in early 2001? This question was also answered yes. Mr. Osness indicated to the Commission that the BAN's should not increase the NMSC Capital Budget above the 2000 level. Mr. Osness requested the Commission to have a Special Meeting a minimum of two weeks after the bid opening to allow the preparation of the BAN paperwork and to have the NMSC bond counsel (Davis & Kuelthau) review the borrowing proposal. The borrowing will also take into account the prepayments that were made by Waverly Sanitary District and the Town of Neenah. Before he would begin the final paperwork, Mr. Osness requested the Commission to endorse and approve the GKST proposal. Motion by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the recommendation of Mr. Ray Osness and Griffin Kubik Stephens & Thompson, Inc. for the Commission to issue Bond Anticipation Notes that would be junior and subordinate to the 1993 Bonds with the Bond Anticipation Notes to be callable on or after December 1, 2003. Motion carried unanimously.

Accountant Voigt presented and discussed the Accountants Report and Investment Report for the month of December 1999. Moved by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the Accountants Report and Investment Report for the month of December 1999 and ordered the report to be placed on file. Motion carried unanimously.

Accountant Voigt presented the payback check for December 1999.

Accountant Voigt presented to the Commission invoice #40681 from McMahon Associates, Inc. in the amount of \$5,174.00 for Odor Control Screw Pump Covers and Design. Motion by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to approve payment of invoice #40681 from McMahon

Associates, Inc. in the amount of \$5,174.00. Motion carried unanimously.

Accountant Voigt presented to the Commission invoice #40663 from McMahon Associates, Inc. in the amount of \$22,941.32 for Wastewater Treatment Plant Expansion Final Design. Motion by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to approve payment of invoice #40663 from McMahon Associates, Inc. in the amount \$22,941.32. Motion carried unanimously.

Accountant Voigt presented to the Commission invoice #40697 from McMahon Associates, Inc. in the amount of \$82.00 for Electric Generator Design. Motion by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to approve payment of invoice #40697 from McMahon Associates, Inc. in the amount \$82.00. Motion carried unanimously.

Accountant Voigt presented to the Commission an update of the engineering costs incurred for the proposed plant expansion.

#### Operations, Engineering, Planning

Manager Much presented and discussed the Operating Report for December 1999. The BOD loadings from Menasha have decreased slightly. Motion by Commissioner W. Helein, seconded by Commissioner R. Zielinski to accept the operating report and place it on file. Motion carried unanimously.

Manager Much updated the Commission on the status of the Biosolids Disposal Alternatives. The grant application to the University of Wisconsin is being completed and Dr. Kleinheinz feels it has a good chance of being accepted. Jim Potratz questioned the Commission as to what process the Commission was looking at for possible installation because some of the technologies being used are currently not providing the results that are being claimed or they change the characteristics of the sludge that would result in lowered nitrogen values. It was reported to the Potratz's that the Commission is exploring the use of heat to dry the sludge and that this would make the sludge a class A product.

Mr. Tom Vik updated the Commission on the status of the plant expansion project and also introduced Mr. Jeff Kellner who would be the individual involved if the Commission would decide to go with the Construction Management process for the plant expansion. Mr. Kellner was the engineer involved with the construction of the plant in 1988. Tom Vik provided additional information to the Commission concerning the process involved if the Commission would proceed the Construction Management method for the plant expansion. The NMSC would bid the equipment to be purchased. The NMSC would then bid and then hire a contractor to install the equipment. McMahon Associates would be the overseer of the project. This method would eliminate multiple markups, give the Commission more choice in which equipment would be installed, and would result in more competition from contractors, which should result in lower prices. The Appleton Water Treatment Plant is currently being constructed with the Contract Manager and it is currently under budget. The project had plenty of bidders who were bidding on the contracts. Tom Vik pointed out that there are some contractors who will not bid if the project is done with a contract manager. These contractors prefer to only do their business under the design-bid-construct method because this allows them the opportunity to increase their profits under this type of contract. McMahon Associates would be able to serve as the Construction Manager and the cost for their services would fall within the current contracted engineering not to exceed limit. Motion made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to proceed with hiring McMahon Associates as a Contract Manager for this project. Motion carried unanimously.

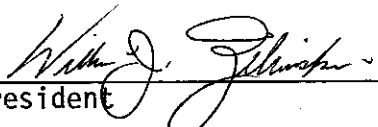
Tom Vik discussed the Construction Management schedule planned for the improvements to the treatment plant. Based on the planned schedule, the NMSC will need to have a Special Meeting on April 11, 2000 to handle the borrowing for the WWTP Improvement project. Motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to proceed with the bidding of the WWTP Improvement project based on the recommended schedule from McMahon Associates. Motion carried unanimously.


Tom Vik asked if the Commission would be interested in having a Special Meeting to review the plans. The Commission indicated this would be a good idea and set a date of Monday February 7, 2000 at 4:00pm to hold the Special Meeting.\*\*\*

Manager Much reported to the Commission that he is waiting for the draft language from Bond Counsel to allow the Town of Menasha Utility District to be part of the NMSC.

Moved by Commissioner G. Cowling, seconded by Commissioner W. Helein to approve Operating Fund Vouchers #121529 thru #1216008 in the amount of \$253,409.14 and Payroll Vouchers #19542 thru #19558 in the amount of \$8,032.32. Motion carried unanimously.

Moved by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 5:10 p.m.

  
President

  
Secretary

\*\*\*The meeting for February 7, 2000 was rescheduled for Wednesday February 16, 2000 at 4:00pm

NEENAH-MENASHA SEWERAGE COMMISSION  
Special Meeting  
Wednesday February 16, 2000

Meeting called to order by Commission President Zelinski at 4:00 p.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Zelinski, J. Johnson, W. Helein, D. Siebers, G. Cowling; Manager Much, Accountant Voigt.

Excused: Commissioner D. Siebers

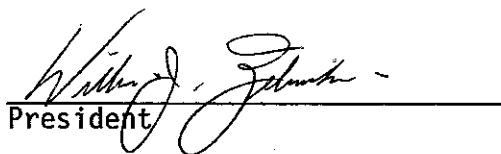
Also Present: Jim Peichl (MCO), Tom Vik (McMahon Associates).

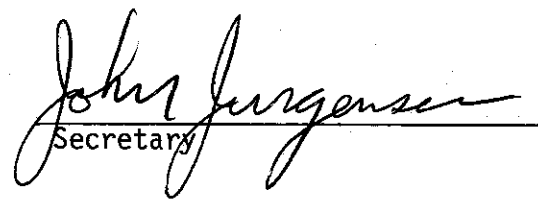
Mr. Tom Vik discussed with the Commission the bidding of the equipment and the bids are due on Monday February 21, 2000. They will be reviewed at the Regular Meeting of the Commission on Tuesday February 22, 2000. Some equipment suppliers have requested to limit the amount of consequential damages to a limit not to exceed the contract amount. Current bidding language concerning defective equipment requires the cost of removal and replacement and any consequential damage to be covered by the equipment supplier. The current language does not limit the amount of consequential damages that could be recovered by the Commission. Upon further discussion, motion by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to change the bidding language in regards to consequential damages to limit the amount of consequential damages up to the dollar amount of the equipment supplier contract. Motion carried unanimously.

Tom Vik proceeded to discuss the current plans for the remodeling project and to also review with the Commission the plans that have been prepared. In reviewing the plans, Mr. Vik noted to the Commission that the City of Menasha is requesting from the Commission a certified survey map of the Commission property. This is requested despite the fact that the Commission has provided the city with the legal descriptions of the Commission property owned. The City of Menasha has also requested the Commission to landscape along the Fox River, which is not required under city code. The Commission has requested the city to waive their requirement to include leafed trees in the landscape plan due to the operational problems that are incurred with the leaves in the fall getting into the tanks and equipment. Mr. Vik also noted that the DNR has formally approved the remodeling plan and that the DNR indicated that they would probably be approving the odor control plan in the coming week. After reviewing the remodeling plans Mr. Vik continued by presenting the plans for the odor control system. For the odor control system, ductwork and airflow will travel from the headworks building into the sludge bay garage and into the sludge pressroom. The ductwork will then proceed to the white harvester tanks, which will be converted to treat the odors. The ductwork will be above ground and built with stainless steel pipe and the pipe supports will be spaced 20 feet apart.

Manager Much presented to the Commission a sewer extension request for the Quarry Square Shopping Center development (Kohl's development) in Neenah. Motion by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to approve the sewer extension request for the Quarry Square Shopping Center contingent upon approval from the City of Neenah. Motion carried unanimously.

Moved by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 5:25 p.m.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Regular Meeting  
Tuesday February 22, 2000

Meeting called to order by Commission President Zelinski at 4:00 p.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Zelinski, J. Johnson, W. Helein, D. Siebers, G. Cowling; Manager Much, Accountant Voigt.

Excused: Commissioner D. Siebers

Also Present: Jim Peichl (MCO), Tom Vik (McMahon), Raymond Osness (GKS&T), Teri Marx (McClone Agency), Mike King.

Motion by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the minutes of the Regular Meeting of January 25, 2000 and for the Special Meeting of February 16, 2000. Motion carried unanimously.

The following correspondence was presented to the Commission at the meeting and discussed:

- A. Minutes from the City of Menasha Common Council of January 17, 2000.  
RE: Item IX - Re-appointment of Dale Siebers to the NMSC for a 3-year term.
- B. January 25, 2000 letter from the Town of Neenah to Mr. George Cowling.  
RE: Re-appointment of George Cowling to the NMSC for a 3-year term.
- C. January 26, 2000 letter from McMahon Associates, Inc. to the Oshkosh Northwestern.  
RE: Advertisement for Bids for equipment procurement.
- D. January 27, 2000 letter from Wisconsin DNR to Mr. William Zelinski, President, NMSC.  
RE: Conditional approval of plans and specifications for WWTP improvements.
- E. February 9, 2000 letter from Randy Much, NMSC to Mr. Bert Arfstrom, Pechiney Plastic.  
RE: Pretreatment permit not required for Canal Street Plant.
- F. February 15, 2000 letter from Linda Vogen, DNR to Randy Much, NMSC.  
RE: Approval to monitor and report carbonaceous BOD effective January 1, 2000.

#### Budget, Finance, Personnel

Accountant Voigt introduced Ms. Teri Marx from the McClone Agency who is the Commission agent for the NMSC insurance policies. Ms. Marx presented to the Commission information concerning obtaining Builders Risk insurance for the upcoming plant expansion. The minimum recommended liability insurance levels are: \$7,000,000 for the Builders Risk policy, \$5,566,000 for the Construction Contractor liability, and the equipment procurement suppliers to have the same limits that the NMSC currently carries. Discussion concerning Builders Risk insurance covered why should the NMSC carry the insurance versus why the Contractor should carry the insurance, what the Builders Risk policy covers, what the length of term for the insurance coverage is (annual), and additional "Soft-Cost" coverage that may be purchased. Currently one quote has been received for Builders Risk coverage. The annual premium for this coverage is \$12,500. Ms. Marx indicated she will be obtaining quotes from at least two additional companies. However she would need to know if the NMSC is interested in the "Soft-Cost" coverage. Further discussion continued concerning the soft-cost coverage. When the Notice to Proceed is given by the NMSC, this is when the Builders Risk coverage should be started. Motion by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to have the additional "Soft-Cost" coverage included with the Builders Risk policy. Motion carried unanimously.

Accountant Voigt presented and discussed the financial statements for the month of January 2000. Moved by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to accept and place on file the financial statements for the month of January 2000. Motion carried unanimously.

MCO invoice #5942, in the amount of \$56,367.65 for March 2000 was presented. Moved by Commissioner J. Johnson, seconded by Commissioner R. Zielinski to approve and pay MCO invoice #5942 for March 2000, in the amount of \$56,367.65 on March 1, 2000. Motion carried unanimously.

Mr. Raymond Osness, Griffin, Kubik, Stephens, & Thompson, Inc, (GKST) presented to the Commission the "Capital Projects Financing Report" showing the Commission what they can expect in the upcoming months relating to financing the upcoming plant expansion and the anticipated source and application of funds for the Bond Anticipation Notes (BAN). Mr. Osness requested the Commission to approve this financing plan subject to actual construction bids received. The timetable of events include obtaining a rating by Moody's on the BAN's by the March 28 meeting of the Commission, adjusting the BAN amount at the March 28 meeting based on the construction bids received, holding a special meeting on April 11 to award the sale of the BAN's, and tentatively close on the sale of the funds by May 1, 2000. Mr. Osness also discussed the estimated debt service schedule on the BAN's and reviewed the current debt schedule of the NMSC. Mr. Osness also indicated that he is waiting for a legal opinion if this borrowing is subject to "bank qualified" dollar limits for the Commission municipalities. The Commission will also be notified by Mr. Osness if the Treasury rates change more than .1% between now and the sale of the BAN's since the BAN rates are closely related to what happens with the Treasury rates. Mr. Osness also pointed out that the current industrial user contract has a limit of 25 years for the time frame for industrial commitment with the NMSC. Manager Much indicated this issue is addressed in the contract renegotiations. The future Bond Ordinance for the NMSC will change the current bond ordinance limit on the amount of borrowing that the Commission will be subject to. Upon no further discussion, motion by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to approve the Capital Projects Financing Report as presented by Mr. Raymond Osness of Griffin, Kubik, Stephens, & Thompson, Inc. Motion carried unanimously.

Manager Much discussed with the Commission the report received from Craig Berndt, Robert E. Lee and Associates, Inc. Mr. Berndt was requested to review the tBOD and cBOD testing results and to give his opinion as to what adjustment should be made for 1999 to convert the Commission tBOD test results to cBOD. Based on his review of the data, he would recommend the Commission to not make any adjustment from tBOD to cBOD for 1999 due to insufficient and limited data for some of the users. Manager Much reported to the Commission that he felt there is enough data to allow for a change in adjusting the tBOD to cBOD. Manager Much also indicated that the change to look at for 1999 should consist of half a year since the nitrification levels were not regularly seen

until after April. Manager Much recommends that a meeting should be held with all contract users to discuss this issue to arrive at an agreement for converting 1999 tBOD data to cBOD. Motion by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to proceed with a meeting of all contract users to try to arrive at a procedure that is agreeable to all the users to convert the tBOD to cBOD for the last six (6) months of 1999 and if no agreement can be reached at one meeting to drop the matter and leave the 1999 tBOD as is. Motion carried unanimously.

Accountant Voigt presented and discussed the Accountants Report for the month of January 2000. Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the Accountants Report for the month of January 2000 and ordered the report to be placed on file. Motion carried unanimously.

Accountant Voigt presented the payback check for January 2000.

Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#40951	\$ 5,813.11	Odor Control Design
#40935	\$ 5,305.81	Plant Expansion Final Design
#40936	\$ 1,200.00	Equipment Procurement
#40937	\$ 796.00	Construction Bidding

Motion by Commissioner R. Zielinski, seconded by Commissioner J. Johnson to approve and issue payment to McMahon Associates, Inc. for invoices #40951, #40935, #40936, and #40937. Motion carried unanimously.

Accountant Voigt presented to the Commission an update of the engineering costs incurred for the proposed plant expansion.

#### Operations, Engineering, Planning

Manager Much presented and discussed the Operating Report for January 2000. The loadings from Menasha have decreased. This can be attributed in part to problems at U.S. Paper Mills and the higher loadings being recorded at their facility. Motion by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the operating report and place it on file. Motion carried unanimously.

Manager Much reported to the Commission that there probably will be no further information to report to the Commission on the Biosolids Disposal Alternatives until after the Commission sludge has been trucked to New Jersey for drying sometime in April.

Mr. Tom Vik presented a report to the Commission updating them as to the results of the equipment bidding. Bids were opened on Monday morning February 21, 2000.

Contract A received one (1) bid from Crane Engineering. The equipment and supplier met all the specifications. The equipment is identical to the existing pump. The bid was in the amount of \$23,564. It is recommended to award the bid to Crane Engineering. The engineering estimate was \$25,000.

Contract B received one (1) bid from Envirex, Inc. The equipment and supplier met all the specifications. The clarifier make is the same as the existing equipment. The bid was in the amount of \$112,200. It is recommended to award the bid to Envirex, Inc. The engineering estimate was \$150,000.

Contract C received five (5) bids. The low bidder was Universal Blower Pac. The bid amount was \$148,997, however there were several bid irregularities and inconsistencies with the equipment and specifications. Because of these bid irregularities and inconsistencies with the specifications, it is recommended to reject this bid. The next low bidder was Hibon, Inc. The bid amount was \$158,250, however there were several bid irregularities and inconsistencies with the specifications also. Because of these irregularities and inconsistencies with the specifications it is also recommended to reject this bid. The next low bidder is HR Enterprises of Menomonee Falls. The equipment and supplier met all the specifications. The equipment is also more energy efficient than what was specified. Their bid was in the amount of \$210,000. It is recommended to award the bid to HR Enterprises of Menomonee Falls. The engineering estimate was \$250,000.

Contract D received one (1) bid from Sanitaire Corp. The equipment and supplier met all the specifications. The fine bubble diffusers are identical to the existing equipment. The bid was in the amount of \$148,750. It is recommended to award the bid to Sanitaire Corp. The engineering estimate was \$200,000.

Contract E received one (1) proposal from Flow, Inc. The dissolved oxygen probes are identical to the same equipment that was recently purchased for the existing aeration basins. The proposal was in the amount of \$19,495. It is recommended to award this contract to Flow, Inc. The engineering estimate was \$19,600.

Contract F received three (3) proposals. The lowest proposal was from MTS Mulcahy Tech Sales in the amount of \$4,647. It is recommended to award this contract to MTS Mulcahy Tech Sales pending receipt of technical comments from the cities of Neenah and Menasha. The engineering estimate was \$8,400.

Contract G received three (3) bids. The low bidder was Universal Blower Pak. The bid amount was \$121,178, however there were several bid irregularities and inconsistencies with the

equipment and specifications. Because of these bid irregularities and inconsistencies with the specifications, it is recommended to reject this bid. The next low bidder was Werner Electric. The equipment and supplier met all the specifications. The bid was in the amount of \$144,896.20. It is recommended to award the bid to Werner Electric. The engineering estimate was \$250,000.

Tom Vik discussed the bid amounts with the Commission. The total of contracts A - G ended up being \$239,000 under the engineering estimates. Mr. Vik recommends that the contracts be awarded contingent upon the Commission approving financing at the April 11, 2000 Special Meeting. Motion by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to approve the bids and award them as recommended contingent upon the Commission approving financing at the April 11, 2000 Special Meeting. Motion carried unanimously with a roll call vote.

Tom Vik discussed with the Commission the prevailing wage determination as received from the State of Wisconsin Department of Workforce Development. This report lists the minimum prevailing wages to be paid for the construction of the Commission expansion project. The wage rates will be included in all bid documentation.

Tom Vik presented to the Commission the Engineering Report on the Odor Control System for the NMSC. The engineering report summarizes the evaluations undertaken as well as the recommended course of action to be taken for eliminating odors at the Treatment Plant. Motion by Commissioner J. Johnson, seconded by Commissioner J. Jurgenson to accept the Engineering Report on the Odor Control System for the Neenah-Menasha Sewerage Commission. Motion carried unanimously. Manager Much presented to the Commission the proposed language from Bond Counsel and Attorney Goggin to change the wording in the Ordinance/Contract to allow Sanitary District #4 to withdraw from the Ordinance/Contract and to allow the Town of Menasha Utility District to assume all obligations and liabilities of Sanitary District #4. This document also addresses the issue of appointing a new Commissioner in case of the dissolution of a current appointing municipality. Motion by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to approve the proposed Ordinance/Contract amendment and the circulation to all the contract users for their approval. Motion carried unanimously.

Manager Much presented to the Commission two sewer extension requests in the City of Neenah. The first sewer extension is for Mahler Farm IV and the second sewer extension is for South Fields Subdivision. Motion by Commissioner J. Johnson, seconded by Commissioner J. Jurgenson to approve the sewer extension requests in the City of Neenah for the Mahler Farm IV and the South Fields Subdivision. Motion carried unanimously.

#### Old Business

Manager Much reported to the Commission the results of the negotiation between Attorney Jim Gunz and Local 1541 Union Representative Rick Badger concerning the grievance that was filed. Based on the meeting, it is recommended that the Commission should offer 4 hours of overtime to the union operator and also 3 hours of call in pay. To help prevent this type of occurrence from happening in the future, the union will draft a document further explaining call-in procedures to overtime purposes. Motion by Commissioner R. Zielinski, seconded by Commissioner W. Helein to offer the union operator 4 hours overtime and 3 hours call-in pay for the grievance settlement. Motion carried unanimously.

Tom Vik reported to the Commission the status of the NMSC receiving the building permit for the construction project. The Certified Survey Map is still being prepared and will be submitted to the City of Menasha when completed.

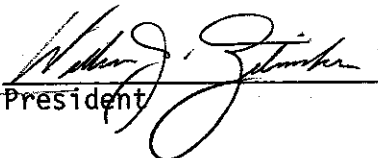
#### New Business

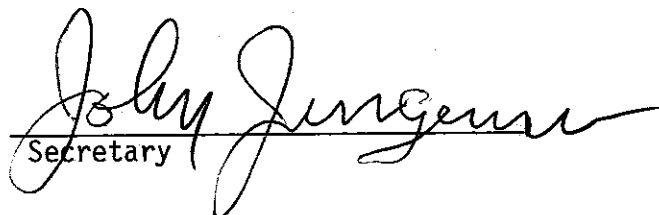
Manager Much reported to the Commission that toxicity has been noted at the treatment plant again. We will need to identify which community it is coming from and then try to identify the substance that is causing the toxicity. Once this is completed, we can then narrow down what type of industry to focus the search on. Manager Much reported that the lab testing needed to perform this work will be expensive.

Manager Much reported to the Commission that Waverly Sanitary District will be making a request at the March meeting for additional interceptor capacity. This will be subject to the available capacity of the current interceptor. Manager Much questioned the Commission as to whether he should meet with the Town of Menasha Utility District and the City of Menasha to discuss this issue prior to the next commission meeting. The feeling of the Commission is it would be a good idea. It appears this request could be approved but it is subject to future Inflow/Infiltration enforcement action if Inflow and Infiltration becomes a problem.

Moved by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve Operating Fund Vouchers #121601 thru #122642 in the amount of \$144,045.29 and Payroll Vouchers #19701 thru #19710 in the amount of \$7,743.40. Motion carried unanimously.

Moved by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 6:00 p.m.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
 Regular Meeting  
 Tuesday March 28, 2000

Meeting called to order by Commission President Zelinski at 4:00 p.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Zelinski, J. Johnson, W. Helein, D. Siebers, G. Cowling; Manager Much, Accountant Voigt.

Excused: Commissioner D. Siebers

Also Present: Jim Peichl (MCO), Tom Vik (McMahon), Raymond Osness (GKS&T), Stan Martenson (Martenson & Eisele), Menasha Mayor Joe Laux, Greg Keil (Menasha), Mark Radtke (Menasha), Allison Blackmer (Town Harrison).

The meeting agenda is being modified to accommodate for the special appearance of Menasha officials and to discuss the NMSC plant expansion.

Motion by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to approve the minutes of the Regular Meeting of February 22, 2000. Motion carried unanimously.

Operations, Engineering, Planning

A. Operating Report - Manager Much presented and discussed the Operating Report for February 2000. The Suspended Solids loadings from Menasha have increased over the previous months. The chlorine generation system is installed and operational with no significant startup problems. Motion by Commissioner J. Johnson, seconded by Commissioner W. Helein to accept the operating report and place it on file. Motion carried unanimously.

C.(1) NMSC Plant Expansion - Manager Much reported to the Commission that one equipment supplier (Hibon, Inc.) sent a letter of protest regarding the bidding for the Aeration blowers. McMahon Associates, Inc and Attorney Dan Goggin reviewed the protest and McMahon Associates replied to Hibon, Inc and informed them that their complaints are without merit. To date there has not been a response from Hibon, Inc.

C.(2) Construction Bids - Mr. Tom Vik presented a report to the Commission updating them as to the results of the construction bidding. Bids for contracts H, I, and J were opened on Monday afternoon March 27, 2000 and bids for contract L were opened on Tuesday morning March 28, 2000.

Contract H received five (5) bids. The apparent low bidder is Miron Construction. There are no apparent irregularities in their bid. It is recommended to accept the deduct for painting the steel aeration piping in the amount of \$3,760. The bid amount with the deduct is in the amount of \$1,871,122. It is recommended to award the bid to Miron Construction.

Contract I received three (3) bids. The apparent low bidder is Piping Service, Inc. There are no apparent irregularities in their bid. The amount for the add for stainless steel aeration piping is \$6,000. The bid amount with the add for stainless steel piping is \$737,027. It is recommended to award the bid to Piping Service, Inc.

Contract J received four (4) bids. The apparent low bidder is Town & Country Electric. There are no apparent irregularities in their bid. Their bid was in the amount of \$149,450. It is recommended to award the bid to Town & Country Electric.

Contract L received two (2) bids. The apparent low bidder is Lee's Welding, Inc. There are no apparent irregularities in their bid. Their bid was in the amount of \$998,428. It is recommended to award the bid to Lee's Welding, Inc.

Tom Vik discussed the bid amounts with the Commission. Mr. Vik recommends that the contracts be awarded contingent upon the Commission approving financing at the April 11, 2000 Special Meeting. Motion by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the bids and award them as recommended contingent upon the Commission approving financing at the April 11, 2000 Special Meeting. Motion carried unanimously.

C.(3) Menasha zoning requirements - Mr. Greg Keil discussed with the Commission the City of Menasha ordinance regarding zoning changes. City ordinance requires the property to be described by its legal description in the deed and recorded document number with the county. Part of the zoning change requirements is to publish a legal notice listing the legal description of the property. In the Commission's case, the legal description is approximately 12 pages. In lieu of publishing the legal notice, it is suggested that the Commission should have a certified survey map prepared and recorded. This would help streamline the process with only having one document to reference in the legal notice that would be published. City ordinance also requires that a landscape buffer is to be created if property over a certain size is zoned commercial and it abuts property that is zoned residential. This is the situation in the case of the Commission. One of the City's concerns is the type of planting material that would be incorporated into the landscape buffer. The city is aware of the problem associated with leafed vegetation and the problem created with the open tanks. It is felt that this can be worked out. The city does have some concern regarding the shoreline and that some sort of landscaping should be incorporated in the design for the shoreline. It was the Commission consensus that possibly some greenery could be planted along the shoreline. The Commission asked Ray Osness if the rezoning should be completed prior to the Commission completing its borrowing. Mr. Osness informed the Commission that the rezoning should be completed prior to the B.A.N. closing. If the property does not get rezoned, the Commission would not be able to start the construction projects. Discussion followed in trying to determine when the City of Menasha would be able to approve the zoning

request. If everything went smoothly, it could be possible to have the rezoning completed by May 1. Mayor Laux indicated that there could be a small chance that any of the council members could delay the request two weeks if they had concerns and requested that the zoning request to be brought before the council after their concern could be addressed. Mr. Osness suggested the possibly of having a special council meeting for this issue to speed up the process of rezoning the Commission property and Mayor Laux indicated that that could be a possibility. Mr. Osness indicated he would work with Mayor Laux and Greg Keil to get the rezoning completed prior to the Commission closing on the B.A.N. in May.

C.(4) Certified survey map - Manager Much discussed the certified survey map that has been prepared and noted some encroachments. In the city park to the north of the parking lot, the city installed some playground equipment that extends into the Commission property. The Commission has concerns about this since the city has immunity if injury on city property occurs and the Commission does not if the injury would occur on their property. One suggestion is to grant the city a recreational easement for the area where the playground equipment encroaches onto Commission property. It was thought that this might grant the Commission immunity. Discussions also covered selling this area of property to the city or simply having the city move the equipment off of the Commission property. It was suggested that moving the equipment would be best for the Commission due to future possible expansion needs and there is not very much room on this part of the Commission property for expansion purposes. It was also noted that a neighbor to the south of the Commission property installed a fence on the Commission property and his concrete driveway is also partly on Commission property. This issue will be discussed by the Commission at a later meeting. Motion was made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to approve the certified survey map as prepared and forward the map to the City of Menasha for approval. Motion carried unanimously.

C.(5) Fence issues - The Commission asked Greg Keil if the city had any requirements regarding the setback for installing a fence so the Commission could further enclose the parking area north of the service building. Mr. Keil did not believe there would be any.

E. Waverly S.D. request for additional capacity - A request has been received from the Waverly S.D. for additional interceptor capacity, a lift station project, and a Lake Park Road Interceptor. The Town of Menasha Utility District submitted a letter to the Commission indicating their concerns over the requested additional capacity requested by Waverly S.D. Part of their concern is that there is only 20,000 gallons per day in future capacity remaining in the unallocated interceptor capacity. Mayor Laux discussed with the Commission his memo to the Commission concerning the City of Menasha and their plan for removing Inflow/Infiltration (I&I) from the sewer system and how this would create room for the additional capacity needed for the Waverly sewer extension. The City is planning to be more aggressive in relieving the I&I in the next 5 years and to hopefully reduce the amount of I&I by 5% - 10%. The City anticipates this would be sufficient to gain the additional capacity needed. The mayor indicated he did not believe this issue would need to be further reviewed by an additional consultant. Mayor Laux and Harrison Town Chairman Allison Blackmer also indicated to the Commission the need for an expeditious handling of this request due to some planned construction projects that are being delayed until this request is approved. It is the plan of the Commission to have Manager Much discuss this issue further with the Town of Menasha Utility District and the City of Menasha and Waverly S.D. and to have this item added to the agenda for the April 11 Special Meeting of the Commission.

B. NMSC CMAR Resolution 2000-1 - The Commission reviewed the Compliance Maintenance Annual Report (CMAR) for 1999. Based on the points generated in this report, the Commission falls under the DNR guidelines for "Department Recommendation Range". This range is a signal to the Commission that they should start planning for plant improvements. This is currently being planned and is almost ready to start construction on. Motion by Commissioner J. Johnson, seconded by Commissioner G. Cowling to approve the Compliance Maintenance Annual Report (CMAR), and to adopt Compliance Maintenance Resolution 2000-1. Motion carried unanimously.

#### Budget, Finance, Personnel

C. MCO invoice - MCO invoice #5991, in the amount of \$56,366.65 for April 2000 was presented. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve and pay MCO invoice #5991 for April 2000, in the amount of \$56,366.65 on April 1, 2000. Motion carried unanimously.

H. I. J. K. L. McMahon invoices - Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#41331	\$ 1,487.98	Odor Control Design
#41318	\$17,283.81	Plant Expansion Final Design
#41319	\$13,066.14	Equipment Procurement
#41321	\$ 3,125.71	Construction Bidding
#41320	\$ 2,989.66	Odor Control Bidding

Motion by Commissioner W. Helein, seconded by Commissioner G. Cowling to approve and issue payment to McMahon Associates, Inc. for invoices #41331, #41318, #41319, #41321 and #41320. Motion carried unanimously.

Accountant Voigt presented to the Commission an update of the engineering costs incurred for the proposed plant expansion.

D. Plant Financing Report - Mr. Raymond Osness, Griffin, Kubik, Stephens, & Thompson, Inc. (GKST) presented to the Commission his report that revises the "Capital Projects Financing



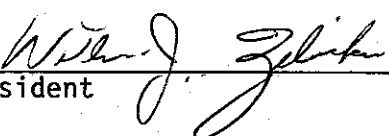
Report" that was previously approved by the Commission at its meeting on February 22, 2000 showing the Commission what they can expect in the upcoming months relating to financing the upcoming plant expansion and the anticipated source and application of funds for the Bond Anticipation Notes (BAN). This updated report also reflects the current dollar amounts needed based on the equipment and construction bids received. Based on earlier discussions in the meeting the closing date listed in this report will probably need to be changed to May 2. Mr. Osness also pointed out that the anticipated interest rate has decreased from 5.20% to 5.10%. This interest rate is based on the assumption that the NMSC will obtain a MIG-1 rating from Moodys. If the Commission does not receive this rating, they could expect the interest rate to be approximately .20% - .25% higher. Mr. Osness requested the Commission to approve this updated financing plan. Upon no further discussion, motion by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the revised Capital Projects Financing Report as presented by Mr. Raymond Osness of Griffin, Kubik, Stephens, & Thompson, Inc. Motion carried unanimously.

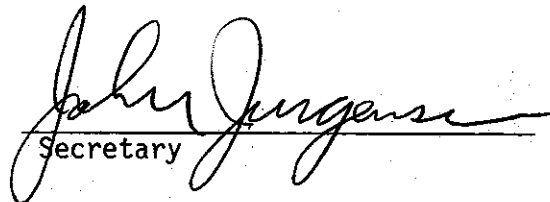
Moved by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to approve Operating Fund Vouchers #122643 thru #122700 in the amount of \$187,987.39 and Payroll Vouchers #19710 thru #19717 in the amount of \$5,668.02. Motion carried unanimously.

Commissioners J. Johnson and J. Jurgenson excused from the meeting.

Upon review of the agenda items not discussed at the meeting, it was decided to defer these items and to add them to the agenda for the Special Meeting on April 11, 2000.

Moved by Commissioner W. Helein, seconded by Commissioner R. Zielinski to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 5:45 p.m.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Special Meeting  
Tuesday April 11, 2000

Meeting called to order by Commission President Zielinski at 4:00 p.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Zielinski, J. Johnson, W. Helein, D. Siebers, G. Cowling, D. Siebers; Manager Much, Accountant Voigt.

Also Present: Jim Peichl (MCO), Tom Vik (McMahon), Raymond Osness (GKS&T), Stan Martenson (Martenson & Eisele), Menasha Mayor Joe Laux, Mike King.

Motion by Commissioner R. Zielinski, seconded by Commissioner G. Cowling to approve the minutes of the Regular Meeting of March 28, 2000. Motion carried unanimously.

The following correspondence was presented to the Commission at the meeting and discussed:

- A. February 17, 2000 letter from Roger Larsen, DNR to Mr. William Zielinski, NMSC President.  
RE: Conditional approval of odor control system.
- B. February 24, 2000 letter from Attorney Edward Williams, Godfrey & Kahn to Randy Much.  
RE: Attorneys leaving firm to join Davis & Kuelthau, consent to transfer files.

The Commission decided to take no action on this request. This will keep the Commission legal files with the firm of Godfrey & Kahn.

- C. March 3, 2000 conditional plan approval from Wisconsin Dept. of Commerce.  
RE: New blower building conditional approval.
- D. April 5, 2000 Notice of Public Hearing from the City of Menasha.  
RE: NMSC zoning from R-1 Single Family Residence to I-2 Industrial.

Commission President Zielinski will attend this Public Hearing for representation of the Commission. Commissioner R. Zielinski will also try to attend this meeting.

- E. April 5, 2000 Fax from Dr. Gregory Kleinheinz, U-W Oshkosh, to Randy Much, NMSC.  
RE: Unofficial notification for grant from UW Solids Research project not received.
- F. March 27, 2000 letter from Terry Hauptert, Gilbert Paper Co., to Randy Much, NMSC.  
RE: Allotted share increase not requested by Gilbert Paper at this time.

NMSC Sale of Bond Anticipation Notes

Mr. Ray Osness addressed the Commission to inform them of recent happenings concerning the issuance of the Bond Anticipation Notes (BAN). On April 4, 2000 the Commission proposed BAN was assigned a rating from Moody's of MIG-1. Moody's also rated the current Refunding Revenue Bonds

of the Commission and assigned a rating of A3 to this issue. On April 6, 2000 Griffin, Kubik, Stephens, & Thompson, Inc. (GKS&T) was informed by Mr. John Rothschild of Davis & Kuelthau, S.C., Commission Bond Counsel, that due to some concerns about the two contracting industrial users, they could not issue an unqualified opinion on the tax-exempt status of the proposed \$5,750,000 BAN issue. Mr. Osness consulted with the bond Underwriters Counsel (Godfrey & Kahn) and with Commission attorney Dan Goggin. The bond Underwriters Counsel disclosed that they could issue an unqualified legal opinion as to the tax-exempt status of the proposed BAN issue. Based on this, the firm of Davis & Kuelthau offered to resign as Bond Counsel for the Commission with the understanding that they would be paid for legal expenses incurred to date on the project. It is the recommendation of GKS&T that the Commission, by motion, should terminate Davis & Kuelthau as Bond Counsel for the Commission and appoint Godfrey & Kahn as Bond Counsel at a fee not to exceed \$8,000. This action should allow for the Commission to issue the sale of the BAN at the Regular Meeting of the Commission on April 25, 2000 and to close on the sale by May 9 or 10. The firm of Foley & Lardner would also serve as the Underwriters Counsel and will also look at the tax consequences.

Motion by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to terminate the firm of Davis & Kuelthau, S.C. as Commission Bond Counsel and to hire the firm of Godfrey & Kahn as the Commission Bond Counsel for a fee not to exceed \$8,000. Motion carried unanimously.

Motion by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve the report as provided by Mr. Ray Osness of Griffin, Kubik, Stephens & Thompson, Inc. Motion carried unanimously.

The Commission agenda is modified to discuss items relating to reasons for special appearances of individuals at the meeting.

#### Operations, Engineering, Planning

D. Waverly request for additional interceptor capacity - Manager Much discussed with the Commission the request from Waverly Sanitary District for additional capacity in the Tayco Street interceptor. Items discussed included the original capacity allocation of the interceptor, the additional capacity allocated in 1992 to Waverly Sanitary District, and the current status of the Tayco Street interceptor allocation. By allocating the remaining future capacity to Waverly Sanitary District, this would increase their cost of paying towards the current debt on the interceptor by \$426 per year. The NMSC notes that the ultimate peak flows projected from future developments will exceed 2.1 MGD. When flows from Waverly S.D. exceed the 2.1 MGD capacity in the Tayco Street Interceptor, the NMSC may either require Waverly S.D. to obtain additional capacity from either the City of Menasha or Town of Menasha Utility District; or, the NMSC will extend sewers to Waverly S.D. to transmit the flows in excess of 2.1 MGD with such costs to be billed to Waverly Sanitary District under Article III of the Ordinance/Contract. Motion by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the reallocation of the remaining future Tayco Street Interceptor capacity to Waverly Sanitary District. Motion carried unanimously.

C. Waverly S.D. request for New Connection Point - Manager Much discussed with the Commission the request from Waverly Sanitary District to have a new connection point installed for connection into the Neenah-Menasha Sewerage Commission Regional Wastewater Treatment System. Based on the Ordinance/Contract, Waverly S.D. would be responsible for the entire cost and installation of the metering facilities and would then need to transfer ownership of this metering station to the Neenah-Menasha Sewerage Commission. Motion by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the request for a new connection point in the Waverly Sanitary District contingent upon the following:

1. Waverly S.D. shall submit to the NMSC copies of the agreements for use of the Town of Menasha Utility District and City of Menasha local sewer systems as required under Article IV, Section 401 of the Ordinance/Contract.
2. Waverly S.D. shall be responsible for all costs associated with the design, construction, and transfer of ownership to the NMSC of the metering facilities as required under Article IV, Section 401 of the Ordinance/Contract.
3. The NMSC approves the final plans and specifications for the metering station prior to construction of the facility.
4. Waverly S.D. provides all operation and maintenance manuals for the equipment.

Motion carried unanimously.

E. Sewer Extension Request - Hwy 10 & 114/Lake Park Road Interceptor - Manager Much discussed with the Commission the sewer extension request from the Waverly Sanitary District. Motion by Commissioner J. Johnson, seconded by Commissioner R. Zielinski to approve the sewer extension request for Hwy 10 & 114/Lake Park Road interceptor. Motion carried unanimously.

#### Budget, Finance, Personnel

Accountant Voigt discussed with the Commission the status of receiving quotes for the Builders Risk policy. With the equipment and contractor bids in, the quotes for the Builders Risk policy was revised to reflect the lower dollar limit and the quotes also included the soft cost endorsement. The quote from CNA Insurance is \$7,784. A quote was received from Travelers Insurance in the amount of \$7,405. It is the recommendation of our agent to accept the quote from CNA Insurance despite it being \$379 higher than the quote from Travelers Insurance. CNA Insurance is our current liability insurance carrier and if there would happen to be a claim, there would be fewer problems if the Builders Risk policy and Liability Insurance policies were covered by the same company. Motion by Commissioner J. Jurgenson, seconded by Commissioner J.

Johnson to accept the quote from CNA Insurance in the amount of \$7,784 for the Builders Risk policy. Motion carried unanimously.

Accountant Voigt presented the Income Statement for the month of February. Motion by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to accept the Income Statement for the month of February 2000. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of February 2000. Motion by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the Accountants Report for the month of February 2000. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

#### Operations, Engineering, Planning

##### A. NMSC plant expansion

Manager Much discussed the rezoning issue with the Commission. Commission President W. Zielinski will plan on attending the Public Hearing at the City of Menasha on April 18.

Manager Much discussed the property encroachments that were discovered upon having the NMSC property surveyed for the Certified Survey Map for the City of Menasha rezoning request. Manager Much was instructed to have this matter reviewed by Attorney Goggin and report back to the Commission at the meeting on April 25.

Manager Much discussed with the Commission the need to enclose the Commission property for additional site security, particularly with the upcoming construction project. The area of concern is the northeast corner of the Commission property. The Commission reviewed the memo from Tom Vik and the several possible alternatives to fencing the northeast corner of the property. After discussing the alternatives, motion was made by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to have the fence installed on the north property line to Mathewson Street on the east, and to follow Mathewson Street south to the driveway onto the property. Motion carried unanimously.

##### B. Ordinance/Contract Revisions

Manager Reported to the Commission that the approval for the Ordinance/Contract revisions is still being worked on by the users.

##### F. Cleaning/Painting West Secondary Digester

Manager Much discussed with the Commission the need to have the west secondary digester repainted. The east digester was repainted in 1999. A proposal to paint the west digester in the amount of \$54,900 was received from the same company (Commercial Services, Inc.) that painted the east digester. The fee charged to paint the east digester was \$44,427. Commercial Services indicated the project took more time, sandblasting, and paint than what was originally planned. Manager Much reported that they did spend about three weeks longer here than what was anticipated. They also did an excellent job in the painting of the east digester and the Commission should consider rehiring them to do the west digester. After discussion, it was decided that Manager Much should also obtain a quote from the second firm that also quoted the Commission to do the painting in the east digester.

##### G. Sludge Hauling/Drying in New Jersey

Manager Much reported to the Commission that two loads of sludge would be loaded on Friday April 14 and delivered to Mount Holly, New Jersey for drying on Monday April 17. The sludge will then be returned to the NMSC on the 18th.

##### H. Negotiation Status of Industrial User Contract

Manager Much reported to the Commission that Gilbert Paper Company does not intend to increase its allocation above the current contract level. U.S. Paper Mills wants to be able to wait until June 30 to provide the Commission with an answer so they can attempt to determine what level they will need.

Manager Much presented the Commission with a sewer extension request from the City of Neenah for Meadow Lane and Tullar Road. Motion by Commissioner D. Siebers, seconded by Commissioner G. Cowling to approve the sewer extension request from the City of Neenah for Meadow Lane and Tullar Road. Motion carried unanimously.

#### New Business

##### Election of Officers -

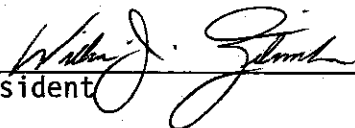
Moved by Commissioner D. Siebers, seconded by Commissioner W. Helein that the present slate of officers be unanimously elected for 2000. Motion carried on a unanimous roll call vote.

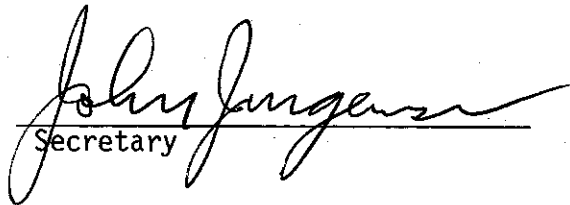
Officers for 2000 are: President William J. Zielinski  
 Vice President Dale Siebers  
 Secretary John Jurgenson  
 Treasurer Raymond Zielinski

Commissioner D. Siebers discussed with the Commission the need to have the City of Menasha report to the Commission on the I/I removal activities in the City. This would be helpful to have to see what kind of progress is being attained in the removal of I/I. This request would be similar to the City of Neenah and their reporting to the Commission on the City of Neenah activities in the removal of I/I. Motion by Commissioner D. Siebers, seconded by Commissioner J. Johnson to have Manager Much send a letter to Jim Spaay, City of Menasha Engineer, with a copy to Mayor Joe

Laux, requesting the City of Menasha to submit monthly reports to the NMSC updating them on the I/I removal activities that are occurring in the City of Menasha. Motion carried unanimously.

Moved by Commissioner R. Zielinski, seconded by Commissioner G. Cowling to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 5:30 p.m.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Regular Meeting  
Tuesday April 25, 2000

Meeting called to order by Commission President Zielinski at 4:00 p.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Zielinski, W. Helein, D. Siebers, G. Cowling; Manager Much, Accountant Voigt.

Excused: Commissioner J. Johnson.

Also Present: Jim Peichl (MCO), Jeff Kellner (McMahon), Raymond Osness (GKS&T), Attorney Dan Goggin, Mike King (Post Crescent).

Moved by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the minutes of the Special Meeting of April 11, 2000. Motion carried unanimously.

The Commission agenda is modified to accommodate for the presence of Commission Attorney Dan Goggin who is in attendance to address the Commission regarding the issue of property encroachments that have been recorded with the recent property survey that was authorized by the NMSC.

Attorney Goggin addressed the Commission relating to the issue of the property encroachments located on the south side of the Commission property. Two properties on the southeast corner of the property have installed fences onto the Commission property creating an encroachment that ranges from a minimum of 1 foot to a maximum of 11 feet in the total encroachment width. The one fence is a metal fence with gate that was attached to the Commission fence and the second fence is a wooden fence that was built on the Commission property. Attorney Goggin also indicated that a portion of a cement driveway was also installed on the Commission property. Attorney Goggin advised the Commission that if they did nothing, they risk losing the property from adverse possession. It was questioned as to how long before the property owners could claim adverse possession of the property and Attorney Goggin responded it is 20 years. After further discussion moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to authorize Attorney Goggin to send letters to the two property owners informing them of the infringement on the NMSC property and requesting the property owners to remove the fences from NMSC property. Motion carried unanimously.

The Commission returned to the meeting agenda as published.

The following correspondence was presented to the Commission at the meeting and discussed:

- A. April 17, 2000 letter from John Wilke, City of Neenah & Randy Much, NMSC to Mr. Mark Vosters, Kimberly Clark Corporation.  
RE: Remediation of former Badger Globe Mill site.

NMSC Sale of Bond Anticipation Notes

Mr. Ray Osness discussed with the Commission the memo that was sent out by the Bond Underwriters Legal Counsel of Foley & Lardner concerning clarification language that they insist should be included into any future industrial contracts that are entered into by the NMSC. The language proposed does not need to be exactly as proposed but it will need to convey the same message that is written in their proposal. This new language has been presented to both Gilbert Paper Company and U.S. Paper Mills Corporation. Gilbert Paper is not happy with this clarification language, especially since they are not looking for additional capacity with the new expansion project. This wording is only intended for any additional capacity that is requested by either Gilbert Paper Company or U.S. Paper Mills Corporation. Mr. Osness stressed the importance of this language being added to any new industrial contracts to maintain the tax-exempt status for the B.A.N. and the Revenue Bonds to be issued by the Commission in three to four years from now. This situation was not an issue until 1997 when the Internal Revenue Service changed the regulations concerning private activity bonds and then they were further defined in 1998. The purpose of the clarification language in the industrial contracts is to indicate that the industries do not have reserve capacity rights. Mr. Osness further explained to the Commission that by approving NMSC Resolutions 2000-2 and 2000-3, the Commission would be requiring this clarification language to be added to any industrial contract if an Industrial User requests

additional plant capacity. If this language is not added within four years, the industry will have to pay based on a taxable basis. Mr. Osness also reported to the Commission that if the resolutions are adapted, the average interest rate on the BAN's is 5.025%. This compares favorably with the estimated 5.10% - 5.20% that was originally estimated for the rates to come in at. Upon no further discussion, moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve NMSC Resolution 2000-2, a "RESOLUTION AUTHORIZING THE ISSUANCE AND SALE OF \$5,750,000 SEWERAGE SYSTEM REVENUE BOND ANTICIPATION NOTES, AND PROVIDING FOR THE PAYMENT OF THE NOTES AND OTHER DETAILS AND COVENANTS WITH RESPECT THERETO". Motion carried by unanimous roll call vote.

Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to approve NMSC Resolution 2000-3, a "RESOLUTION PROVIDING FOR THE ISSUANCE OF \$7,875,000 SEWERAGE SYSTEM REVENUE BONDS AND PROVIDING FOR OTHER DETAILS AND COVENANTS WITH RESPECT THERETO". Motion carried by unanimous roll call vote.

#### Budget, Finance, Personnel

Accountant Voigt presented the Income Statement for the month of March. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to accept the Income Statement for the month of March 2000. Motion carried unanimously.

Accountant Voigt presented MCO invoice #6050 in the amount of \$56,366.65 for the month of May 2000. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve MCO invoice #6050 in the amount of \$56,366.65 for the month of May 2000 and to pay the invoice on May 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report and Investment Report for the month of March 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the Accountants Report and Investment Report for the month of March 2000. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#41557	\$ 7,646.88	Plant Expansion Final Design
#41558	\$ 3,562.28	Equipment Procurement
#41560	\$21,001.91	Construction Bidding
#41559	\$ 4,141.08	Odor Control Bidding

Motion by Commissioner D. Siebers, seconded by Commissioner W. Helein to approve and issue payment to McMahon Associates, Inc. for invoices #41557, #41558, #41559, and #41560. Motion carried unanimously.

Accountant Voigt presented to the Commission the summary of engineering costs associated with the plant upgrade.

#### Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of March 2000. There are no unusual circumstances to report. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the operating report for the month of March 2000 and to place the report on file. Motion carried unanimously.

Commission President Zelinski reported to the Commission the result of the Public Hearing at the City of Menasha regarding the NMSC zoning request. Two residents asked questions concerning the matter. One questioned what would happen to homeowner property values with the rezoning. Greg Keil responded that it should have no effect due to the area being rezoned is not located adjacent to any residential property. The second resident owns a property on Lawson Street and was wondering if there is any intent on purchasing the homes on Lawson Street. At one time he remembers that there was talk of this possibly happening. It was indicated to the property owner that there is no current plans for purchasing property. President Zelinski also indicated that the zoning request was also approved by the city at the council meeting.

Jeff Kellner (McMahon Associates) addressed the Commission concerning the upcoming expansion project. Signatures are needed from the Commission President to sign both the contracts and the notices to proceed for the various agreements. There are three copies of each agreement. One is for the Commission, one copy is for the engineer, and one copy is for the contractor or equipment supplier. Mr. Kellner also reviewed the different contracts and the dollar amounts they were awarded for. The contracts were summarized as follows:

Contract A	Crane Engineering	\$ 23,564.00	RAS Pumps
Contract B	Envirex	\$ 112,200.00	Final Clarifier Equipment
Contract C	HR Enterprises	\$ 210,000.00	Aeration Blowers
Contract D	Sanitaire Corp.	\$ 148,750.00	Fine Bubble Aeration Equipment
Contract E	Flow, Inc.	\$ 19,495.00	D.O. Probes - quotation
Contract G	Werner Electric	\$ 144,896.20	V.F.D. and motors
Contract H	Miron Construction	\$1,874,882.00	General Contractor (with add on)
Contract I	Piping Services	\$ 731,027.00	Mechanical Contractor (with deduct)

Contract J	Town & Country	\$ 149,450.00	Electrical Contractor
Contract L	Lee's Welding	\$ 998,428.00	Odor Control

The following items still need to be purchased by the Commission or still need to be bid:

Contract K	Landscaping	Contract estimate	\$ 75,000.00
1000 KVA Transformer-	Estimate-direct purchase from Menasha Utilities		\$ 13,000.00
10 HP VFD	- Estimate-direct purchase from supplier		\$ 5,500.00
Algae Sweeps	- Quotation-direct purchase from supplier		\$ 15,120.00
Lava Rock	- Quotation-direct purchase from supplier		\$ 121,600.00
Power Pole Relocate	- Estimate-work to be done by utility company		\$ 5,000.00
Slide Gates	- Estimate-direct purchase from supplier		\$ 50,000.00

McMahon Associates is working with Town & Country Electric for a deduct in the electrical contract for not installing motorized slide gates. The construction schedule should be available at the next commission meeting. Mr. Kellner also discussed with the Commission the method for working with change orders that may occur with the contracts. The normal procedure is the contract manager will first negotiate with the contractor to determine the amount of the change order. After this is negotiated, it will be brought to the Commission for their approval. Some of the change order approvals can wait until the Commission meeting, and some change order approvals will need immediate action. The Commission will need to discuss at the next commission meeting how they will want to handle the change orders that will need immediate approval. Suggestions included giving Manager Much authority to approve up to a dollar limit or polling the Commissioners for their input/approval. The matter will be discussed further at the May 23 meeting.

Manager Much presented the Commission with a sewer extension request from the City of Neenah for Whitetail Meadows IV. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve the sewer extension request from the City of Neenah for Whitetail Meadows IV. Motion carried unanimously.

Manager Much reported to the Commission that the sludge has been hauled to New Jersey for drying and has been returned and is currently being stored in the Headworks Building garage. The drying process occurred with no problems. The dried sludge has minimal odor. Manager Much also indicated that there would be no grant money available from the University of Wisconsin to do studies on the sludge. It is felt that the possible primary user of our dried sludge could be landscapers. It is suggested that two or three should be contacted to see if they would be willing to use the product for growth studies. The University of Wisconsin - Oshkosh would do the work for about \$19,000. Manager Much was instructed to bring back some options and proposals to do some studies on the sludge. The Commission expressed their concern that whatever study is performed that it should be well documented and professionally documented to aid in the selling of the product. Manager Much reported that a sample of the dried sludge is at Badger Laboratories and is being analyzed.

#### Old Business

Manager Much reported that the Ordinance/Contract revisions are currently in the process of being approved.

Manager Much reported that quotes have been requested for the digester painting and will be awarded to the low bidder.

The Industrial User Contracts are on hold until U.S. Paper Mills Corporation decides on what level of use of the facility they will want. They anticipate having a decision by June 30.

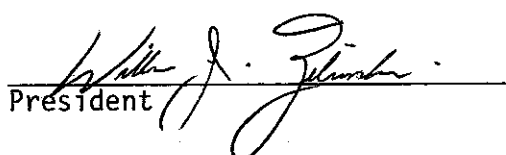
#### Other Business

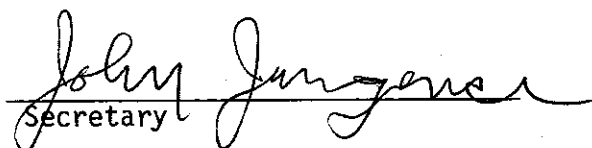
The Commission discussed changing the time of the Commission meeting. Discussion centered on having the meeting at either 8:00am or at 3:00pm. President Zelinski is to contact Commissioner J. Johnson to obtain his input as to what time would work best for him. Based on his input, the commission meeting on May 23, 2000 will be set for that time. The Commission would like to have this item added to the agenda for May 23 for further discussion.

Commissioner Siebers inquired if the rain has affected the flows to the plant. Manager Much reported that the last rain had very little impact on the plant flows. The flows to the plant are affected more by the amount of water saturation in the ground. The more the ground is saturated, the more the rain will affect the flow to the plant.

Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve Operating Fund Vouchers #122701 thru #122771 in the amount of \$232,909.90 and Payroll Vouchers #19718 thru #19734 in the amount of \$8,663.36. Motion carried unanimously.

Moved by Commissioner D. Siebers, seconded by Commissioner W. Helein to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 5:25 p.m.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
 Regular Meeting  
 Tuesday May 23, 2000

Meeting called to order by Commission President Zielinski at 3:00 p.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Zielinski, W. Helein, D. Siebers, G. Cowling, J. Johnson; Manager Much, Accountant Voigt.

Also Present: Jim Peichl (MCO); Jeff Kellner, Tom Vik, John Stoeger (McMahon); Steve Noffke; Steve Laabs (Town Menasha Utility District); Maggie Trabeau, Bob Wise, Greg Kleinheinz (UW-Oshkosh); Mike King (Post Crescent).

Moved by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to approve the minutes of the Regular Meeting of April 25, 2000. Motion carried unanimously.

The following correspondence was presented to the Commission at the meeting and discussed:

- A. May 3, 2000 letter from Attorney Dan Goggin to Mr. Rodney Seager and Mr. Glenn Callaway.  
 RE: Encroachments on NMSC property.

The Commission agenda is modified to accommodate for the presence of any special appearances that are in attendance to address the Commission.

Mr. Steve Noffke addressed the Commission concerning the Commission exploring the option of drying their sludge as compared to the current sludge hauling with Gizmo Farms. Mr. Noffke presented the Commission with a 10 year cost estimate sheet comparing the estimated costs for the Commission to purchase and operate the sludge dryer and the estimated costs for Gizmo Farms to haul the Commission sludge after the current hauling and storage contract has expired. Mr. Noffke prefaced his report by stating that it starts in the year 2002, which coincides with the end of the current sludge hauling and sludge storage contracts. Based on his projections, over the ten-year period it would be cheaper to use Gizmo Farms by approximately \$1,746,000. Other reasons cited by Mr. Noffke to continue using Gizmo Farms included: Environmental - the sludge is land applied for re-use in the soil; Cost - pursuing drying is a waste of Neenah & Menasha taxpayer dollars; Efficiency - Gizmo Farms and land applying is the most efficient use of energy. Commissioner J. Jurgenson responded to Mr. Noffke indicating to him that the Commission is only looking at the costs at this time to see if sludge drying is a cost effective operation and the Commission has not made any commitments at this time to go with this technology.

Mr. Bob Wise, Mr. Greg Kleinheinz and Ms. Maggie Trabeau addressed the Commission. They presented to the Commission their report of the Phase I (literature review) and Phase II (potential use) study authorized by the Commission for a literature review and report of the potential reuse options for class A biosolids from the NMSC. Based on the literature review, class A biosolids are produced by high temperature drying that results in a pathogen-free matter containing 95% solids. Class A products have no use restrictions. They are a rich source of nitrogen, phosphorus and potassium for plant nutrition and are widely used in almost every agricultural application as slow release, organic fertilizers. In addition to providing nutrients, class A biosolids improve soil characteristics and overall soil health. Class A biosolids are virtually pathogen free and are low in heavy metals. It is readily accepted by the public in every municipality in which it has been marketed. While it appears that there is a wealth of information on the success of the use of the product, local users are generally interested in still seeing the product in action. This was no exception with the contacts made in the Fox Valley area. The biosolids have a potential controversy in their reuse. This consists of: Concern about potential pathogens, possibility of heavy metal contamination, and the psychological image of it being human wastes. All of these controversies are generally eased by public education as to the benefits and safety of the product. Phase II of the study was next discussed with the Commission. The list of possible end users for the product include: individual users, fertilizer companies, golf courses, landscapers, lawn care companies, orchards, sod farms, topsoil/black dirt companies, and tree companies. Similar products sell for about \$45 per ton in bulk quantities or up to \$350 per ton in bagged and pelletized products like Milorganite. The pricing is also dependent upon nitrogen content, sizing, odor, and final end use. Milorganite produces 55,000 tons per year of their product and it is all sold. Their entire product is currently bagged. Greenhouse growth studies may not be a cost effective route to go based on all the information that is available. The estimated cost to produce the dried biosolid is \$95 per ton. The estimated cost to produce the pelletized biosolid is \$125 per ton. The NMSC has several options on hand on how they could handle their product. Some of these options do have potential financial benefits over the current biosolids disposal situation. Public education will be a big item to help the NMSC be able to sell their product. It took Waco three years to bypass fears and they now sell all they can produce. It is recommended to the Commission that if they would be interested in pursuing Phase III that Phase III should consist of putting the dried product into the hands of some of the potential end users for their use. The cost for performing Phase III of this study could still be completed for less than what they originally proposed. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to proceed with Phase III of this study and to provide samples of the dried Commission biosolids to potential end users for their use and study. Motion carried unanimously.

The Commission returned to the meeting agenda as published.

Budget, Finance, Personnel

Accountant Voigt presented the Income Statement for the month of April 2000. Moved by

Commissioner R. Zielinski, seconded by Commissioner W. Helein to accept the Income Statement for the month of April 2000. Motion carried unanimously.

Accountant Voigt discussed with the Commission the status of the 1999 Financial Audit. A draft copy has been received and the final will be ready for the Commission at the June meeting.

Accountant Voigt presented to the Commission the proposed rates for the 3rd Quarter 2000. Due to lower than expected flows to the plant, it is recommended to increase the flow charge \$6.25 per MG. With higher than expected suspended solids, it is recommended to decrease the suspended solids charge by \$0.0123 per pound. With the conversion of the tBOD to cBOD it is recommended to increase the BOD charge because of the decrease in reported BOD pounds. It is recommended to increase the BOD charge by \$0.0336 per pound. Moved by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to approve the 3rd Quarter 2000 rates as recommended. Motion carried unanimously.

Accountant Voigt presented MCO invoice #6104 in the amount of \$56,410.91 for the month of June 2000. Moved by Commissioner J. Johnson, seconded by Commissioner W. Helein to approve MCO invoice #6104 in the amount of \$56,410.91 for the month of June 2000 and to pay the invoice on June 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of April 2000. The funds received from the issuance of the B.A.N. has been transferred to the State of Wisconsin Local Government Investment Pool and will be further invested into Certificates of Deposit or Treasury Notes upon completion of determining the schedule of funds needed for the construction project. This should be completed in May. Moved by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to accept the Accountants Report for the month of April 2000. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Jeff Kellner (McMahon Associates) presented to the Commission Certificate for Payment No. One (1) for Contract L - Odor Control from Lee's Welding. The majority of the cost is for material purchased by Lee's Welding and is on site. Moved by Commissioner D. Siebers, seconded by Commissioner G. Cowling to approve for payment Certificate For Payment No. One (1) from Lee's Welding for Contract L - Odor Control. Motion carried unanimously.

Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#41900	\$ 1,927.11	Equipment Procurement
#41901	\$ 1,725.89	Construction Bidding
#41902	\$ 6,906.10	Plant Construction Management

Motion by Commissioner D. Siebers, seconded by Commissioner W. Helein to approve and issue payment to McMahon Associates, Inc. for invoices #41900, #41901, and #41902. Motion carried unanimously.

Accountant Voigt presented to the Commission the summary of engineering costs associated with the plant upgrade. Also included is a summary of the construction costs associated with the plant upgrade.

#### Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of April 2000. The recent rains in May caused the flows to hit 40 MGD. Commissioner Siebers questioned if we have received any progress reports from the City of Menasha for their I & I removal program. It was indicated that the NMSC has not yet received any updates. Moved by Commissioner W. Helein, seconded by Commissioner R. Zielinski to accept the operating report for the month of April 2000 and to place the report on file. Motion carried unanimously.

Jeff Kellner (McMahon Associates) addressed the Commission concerning the status of the expansion project. Despite the rain, the project is progressing and still on schedule. The aeration basin excavation is proceeding as planned with rebar to be installed the week of May 29. The first concrete pour of a slab base is planned for early June. The 13 concrete column supports for the odor control piping have been installed and no problems were encountered with hitting underground pipes or wiring. The sludge storage tank mixers and piping has been removed. New fencing has been installed on the north and northeast sections of the Commission property. The fence encroachments have been removed from the south end of the Commission property.

Jeff Kellner discussed with the Commission possible alternatives for approving change orders for the expansion project. Upon discussion, the Commission authorized Manager Much to approve change orders that need immediate action up to a limit of \$5,000. The Commissioners are to be contacted by telephone for their approval for change orders over \$5,000 that need immediate action.

Manager Much discussed with the Commission the status of the encroachment of park playground equipment on Commission property. The original thought was a quitclaim deed could be issued subject to the Commission being able to recover the property if the need arose for future expansion in that area. It is questionable if this could be legally done. The Commissioners will need to decide if they will want to issue a quitclaim deed to the City of Menasha for the encroachment of the playground equipment or if they would prefer to have the playground equipment removed from the Commission property. Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to have Manager Much write a letter to the City of Menasha informing them



that they are to remove the park playground equipment from the Commission property. Motion carried unanimously.

Manager Much discussed with the Commission the status of the employee in distress/man down system that was installed in 1992. Problems are being experienced with obtaining service in repairing the leased system from Honeywell, Inc. Honeywell has finally repaired the problem with their system but it is not satisfactory in its operation and what needs to be accomplished. A quote has been received from another vendor to purchase a system and to have it installed with the Commission owning the equipment. Per our agreement with Honeywell, a 60-day notice prior to the end of a contract year is needed to end our contract with Honeywell. This notice was sent out on May 18. Honeywell has since contacted us and they will be coming in on Wednesday May 24 to discuss their services and how to remedy the problems. This issue is tabled until the next meeting to allow Honeywell the opportunity to be heard and to remedy the situation.

Manager Much discussed with the Commission a request received from Galloway Company allowing them to bring in loads of high strength waste. The Commission may be able to trickle feed this waste into the digester from a pit without adversely impacting the capacity of the current heat exchanger. If this would work, there would some costs associated with installing some piping to this pit. The cost should be paid by Galloway Company. When the Commission previously accepted the waste from Galloway Company, they were charged about \$15 per 1,000 gallons. This waste generated \$60 - \$70 in methane gas. Other options for Galloway Company would be to land apply the waste or to discharge it into the sewer. Commissioner D. Siebers questioned if the \$15 fee per 1,000 gallons is reflective of today's costs considering it was 5 -6 years ago when this fee was established. Manager Much indicated he will further review the fee cost and the calculation.

#### Old Business

Manager Much reported that there is nothing new to report concerning the Ordinance/Contract revisions.

Manager Much reported that U.S. Paper Mills Corporation has not yet decided on what level of use of the facility they will want. They still anticipate having a decision by June 30.

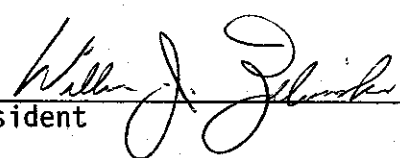
The Commission discussed changing the time of the next Commission meeting. Discussion centered on having the meeting at either 8:00am, 9:00am, or at the current 3:00pm. After discussion of this issue, moved by Commissioner W. Helein, seconded by Commissioner J. Jurgenson to hold the June 27 Regular Meeting of the Commission at 8:00am. Motion carried unanimously.

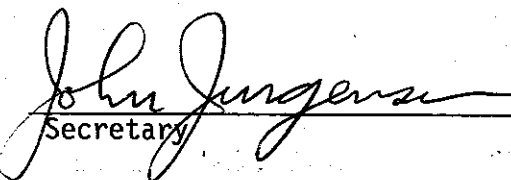
#### New Business

Manager Much discussed a request from WPPI if the Commission would be interested in participating in the Green Power Program. This program would require the use of NMSC produced methane to generate electricity. Manager Much was instructed to obtain more information on this program and report back to the Commission.

Moved by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to approve Operating Fund Vouchers #122772 thru #122844 in the amount of \$322,994.54 and Payroll Vouchers #19735 thru #19742 in the amount of \$6,993.16. Motion carried unanimously.

Moved by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 5:00 p.m.

  
President

  
Secretary

THE NEXT REGULAR MEETING OF THE COMMISSION WILL BE HELD ON TUESDAY JUNE 27, 2000 AT 8:00 AM.

NEENAH-MENASHA SEWERAGE COMMISSION  
Regular Meeting  
Tuesday June 27, 2000

Meeting called to order by Commission Vice-President D. Siebers at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, G. Cowling;  
Manager Much, Accountant Voigt.

Excused: Commissioners W. Zielinski, J. Johnson

Also Present: Jim Peichl (MCO); Jeff Kellner, Tom Vik, John Stoeger (McMahon); Steve Laabs (Town  
Menasha Utility District); Dave Maccoux (Schenck & Assoc.).

Moved by Commissioner G. Cowling, seconded by Commissioner R. Zielinski to approve the minutes of the Regular Meeting of May 23, 2000. Motion carried unanimously.

The following correspondence was presented to the Commission at the meeting and discussed:

- A. May 22, 2000 letter and report from Mr. Steve Laabs, Town of Menasha Utility District to Mr. Randy Much, NMSC  
RE: Town of Menasha Utility District I/I efforts during 2000.
- B. June 1, 2000 letter from City of Menasha Attorney Jeffrey Brandt to Mr. Randy Much, NMSC.  
RE: City encroachment on Commission property and vacation of Butte des Morts Street.

The Commission discussed this letter and reviewed copies of the documents recorded with the Winnebago County Register of Deeds related to the Commission owning the vacated street and properties in question. Based on the wording of these documents, it appears that the street in its entirety has been vacated to the Commission and there are no gaps in what was vacated. Manager Much indicated to the Commission that the simplest solution for dealing with the encroachment of the park playground equipment is to offer a lease to the City of Menasha for that section of property. Upon further discussion, moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to proceed in offering a lease to the City of Menasha for the encroachment of the park playground equipment and to have Commission Attorney Dan Goggin prepare the lease. Motion carried unanimously.

#### Budget, Finance, Personnel

Accountant Voigt presented the Financial Statements for the months of January, February, March, and April 2000. Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to accept the Financial Statements for the months of January, February, March, and April 2000. Motion carried unanimously.

Dave Maccoux (Schenck & Associates) presented to the Commission the 1999 Financial Audit. It is the opinion of Schenck & Associates that the financial statements of the Commission present fairly, in all material respects, the financial position of the NMSC on December 31, 1999. Mr. Maccoux also reviewed with the Commission their Report on Compliance and on Internal Control over Financial Reporting. The Commission has one reportable condition, which is the lack of separation of duties. Mr. Maccoux reported to the Commission that this is fairly common with utilities of the size of the Commission and that this has been a reportable condition of the Commission for quite some time. Schenck & Associates concurs that the cost associated with eliminating this reportable condition would outweigh the benefits received. One possible suggestion given to the Commission that Mr. Maccoux has seen at other utilities is to have a Commissioner be more involved in verifying the financial statement values that are reported to the Commission. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the audit report from Schenck & Associates. Motion carried unanimously.

Accountant Voigt presented to the Commission his memo concerning the investment of the BAN funds. The funds have been invested in Certificates of Deposit (CD's) and also with the State of Wisconsin Investment Pool. The CD's were invested at various maturities ranging from 30 days to 240 days. The percentage rate on these CD's range from 6.64% to 7.08%. In the report from Ray Osness (GKS&T), it was projected that the BAN income from their investment would earn approximately \$27,000. The projected income from these investments will earn approximately \$127,000.

Accountant Voigt presented MCO invoice #6157 in the amount of \$56,786.51 for the month of July 2000. Moved by Commissioner W. Helein, seconded by Commissioner J. Jurgenson to approve MCO invoice #6157 in the amount of \$56,786.51 for the month of July 2000 and to pay the invoice on July 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of May 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the Accountants Report for the month of May 2000. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Jeff Kellner (McMahon Associates) presented to the Commission Certificate for Payment No. Two (2) for Contract L - Odor Control from Lee's Welding in the amount of \$82,700.22. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve for payment Certificate For Payment No. Two (2) from Lee's Welding for Contract L - Odor Control in the amount of \$82,700.22. Motion carried unanimously.

Jeff Kellner (McMahon Associates) presented to the Commission Certificate for Payment No. One (1) for Contract H - General from Miron Construction in the amount of \$152,319.60. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve for payment Certificate For Payment No. One (1) from Miron Construction for Contract H - General in the amount of \$152,319.60. Motion carried unanimously.

Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#42268	\$ 9,815.35	Plant Construction Management
#42269	\$ 9,798.98	Odor Control Construction Management

Motion by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve and issue payment to McMahon Associates, Inc. for invoices #42268 and #42269. Motion carried unanimously.

Accountant Voigt presented to the Commission the summary of engineering costs and construction costs associated with the plant upgrade.

#### Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of May 2000. The Commission questioned if any report has been received from the City of Menasha reporting on their I/I activities. A request was sent to the City and no response has been received as of yet. Commissioners D. Siebers and R. Zielinski requested a copy of the letter that was sent to the City. The Commission instructed Manager Much to contact John Wilke from the City of Neenah to get an update on their activities for removing I/I. The Commission also thanked Steve Laabs for the nice report from the Town of Menasha Utility District detailing their I/I program activities. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the operating report for the month of May 2000 and to place the report on file. Motion carried unanimously.

Jeff Kellner (McMahon Associates) addressed the Commission concerning the status of the expansion project. The fencers are waiting to get the okay to come in and finish fencing the Commission property. They are being delayed waiting for the final decision as to what will happen with the area of property that has the encroachment of the park equipment. It was reported to the Commission that the two construction managers that will be on site for the construction project are John Stoeger and Jack Fieweger. Because of the weather, the aeration project is progressing but is now about 1 ½ - 2 weeks behind the original schedule. The odor control support structures have been installed in the two harvesters and the lava rock can now be ordered. The lava rock will be delivered in 20 railroad hopper cars. The delivery date is not yet known. The excavation for the final clarifier uncovered buried ash, glass, and metal. The biggest concern is the ash material. The ash material has been separated and the DNR has been contacted. There is the potential for additional costs depending upon what the ash material consists of. The current schedule is to complete the final clarifier in the spring of 2001. Miron Construction is trying to get this completed and painted this year. Discussion continued on the ash material and what to do if a decision needs to be made on the handling of this material. Commissioner R. Zielinski would prefer to have a meeting if a decision needs to be made.

Manager Much discussed with the Commission the status of the employee distress/man down system that was installed in 1992. Honeywell has finished repairing the problem with their system but it is not satisfactory in its operation and what needs to be accomplished. Honeywell indicated that they couldn't offer a product that is better than what we currently have. It was the consensus of the Commission to remain with Honeywell for the next several months.

Manager Much reported to the Commission the status of the sludge drying and growth studies. Dried sludge material has been sent out to several places for their trials. Hopefully there will be more to report at the next meeting concerning how the material is performing. Manager Much reported that the estimated cost for an automatic bagging unit to bag the dried sludge costs around \$40,000. He is waiting to find out what the costs are for a unit to pelletize the dried sludge.

Manager Much reported to the Commission that Minergy is currently shut down for repairs and they are looking for places to store sludge until the repairs are completed. Currently the Town of Menasha Utility District storage building is available and the NMSC storage building being leased from Potratz\*Potratz will also be available if needed. If the NMSC storage building is used, the Commission will receive some rental income from Minergy for the use of the storage building.

#### Old Business

Manager Much reported that there is nothing new to report concerning the Ordinance/Contract revisions.

Manager Much reported that the digesters are being emptied to allow for the painters to come in to clean and paint the west secondary digester.

Manager Much reported that U.S. Paper Mills Corporation has not yet decided on what level of use of the facility they will want. We will be meeting with U.S. Paper Mills representatives on the 28th in the morning and with Gilbert representatives in the afternoon. U.S. Paper Mills still anticipate having a decision by June 30.

Manager Much discussed with the Commission the request received from Galloway Company allowing them to bring in loads of high strength waste. Galloway Company representatives will be coming here to look at the loading area. Manager Much indicated he reviewed the fee cost and the calculation for the charges for the disposal of their waste and the charges could be a little higher than what was charged when Galloway Company last delivered their wastes to the Commission.

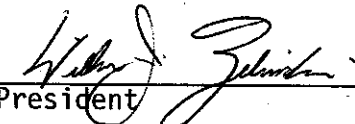
The Commission discussed the time of the next Commission meeting. Discussion centered on having the meeting at 8:00am next month. After discussion of this issue, it was the consensus of the Commission to hold the July 25 Regular Meeting of the Commission at 8:00am.

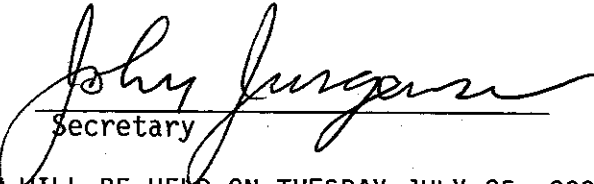
#### New Business

Steve Laabs reported to the Commission that there would be a bid opening on July 6 for the Highway 114 sewer work. The approximate area of the sewer work will be from Oneida Street west to the Citgo gas station at Seventh Street and Melissa Street.

Moved by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to approve Operating Fund Vouchers #122845 thru #122901 in the amount of \$202,460.41 and Payroll Vouchers #19743 thru #19750 in the amount of \$6,848.73. Motion carried unanimously.

Moved by Commissioner W. Helein, seconded by Commissioner R. Zielinski to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:30 a.m.

  
 \_\_\_\_\_  
 President

  
 \_\_\_\_\_  
 Secretary

THE NEXT REGULAR MEETING OF THE COMMISSION WILL BE HELD ON TUESDAY JULY 25, 2000 AT 8:00 AM.

NEENAH-MENASHA SEWERAGE COMMISSION  
 Regular Meeting  
 Tuesday July 25, 2000

Meeting called to order by Commission President W. Zielinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, G. Cowling, W. Zielinski; Manager Much, Accountant Voigt.

Excused: Commissioner J. Johnson

Also Present: Jim Peichl (MCO); Jeff Kellner, John Stoeger (McMahon); James & Robert Potratz (Gizmo Farms); Dr. Gregory Kleinheinz, Ms. Maggie Trabeau (UW-Oshkosh).

Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the minutes of the Regular Meeting of June 27, 2000. Motion carried unanimously.

The following correspondence was presented to the Commission at the meeting and discussed:

- A. July 5, 2000 letter to Mr. Jim Zellmer, DNR from Mr. Stuart Boerst, McMahon Associates.  
 RE: Fill material encountered during excavation of final clarifier.
- B. July 18, 2000 letter to the NMSC from the Law Offices of Yakes, Bauer, Kindt & Phillips.  
 RE: Request for meeting notices to be sent to James Potratz and Robert Potratz.

Budget, Finance, Personnel

Accountant Voigt presented the Financial Statements for the months of May and June 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the Financial Statements for the months of May and June 2000. Motion carried unanimously.

Accountant Voigt presented MCO invoice #6214 in the amount of \$56,366.65 for the month of August 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve MCO invoice #6214 in the amount of \$56,366.65 for the month of August 2000 and to pay the invoice on August 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report and Investment Report for the month of June 2000. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to accept the Accountants Report and Investment Report for the month of June 2000. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Jeff Kellner (McMahon Assoc.) presented to the Commission the following Payment Requests received for the Plant Expansion Project:

Contract L - Odor Control	Request #3	Lee's Welding, Inc	\$255,820.58
Contract H - General	Request #2	Miron Construction	\$349,129.80
Contract G - VFD Drives	Request #1	Werner Electric Co.	\$ 14,489.62
Contract I - Mechanical	Request #1	Piping Services, Inc.	\$110,769.30
1000 KVA Transformer	Invoice #379	Menasha Utilities	\$ 10,944.00

Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve for payment Certificate For Payment No. Three (3) from Lee's Welding for Contract L - Odor Control in the amount of \$255,820.58, Certificate for Payment No. Two (2) from Miron Construction for Contract H - General in the amount of \$349,129.80, Certificate for Payment No. One (1) from Werner Electric for Contract G - VFD Drives in the amount of \$14,489.62, Certificate for Payment No. (1) from Piping Services, Inc for Contract I - Mechanical in the amount of \$110,769.30 and Invoice #379 from Menasha Utilities for the 1000 KVA Transformer in the amount of \$10,944.00. Motion carried unanimously.

Accountant Voigt presented to the Commission the following invoices received from McMahon

## Associates, Inc.:

#42653	\$ 7,567.95	Odor Control Construction Management
#42654	\$20,657.92	Plant Construction Management

Motion by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve and issue payment to McMahon Associates, Inc. for invoices #42653 and #42654. Motion carried unanimously.

Accountant Voigt presented to the Commission the summary of engineering costs and construction costs associated with the plant upgrade.

## Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of June 2000. The loadings from Menasha were up slightly. Manager Much reported that he will be meeting on Thursday with WPPI concerning the Green Power Program and their interest in purchasing methane gas from the Commission and what benefits this program would have for the Commission. Moved by Commissioner D. Siebers, seconded by Commissioner R. Zielinski to accept the operating report for the month of June 2000 and to place the report on file. Motion carried unanimously.

Manager Much discussed with the Commission the status of the proposed lease with the City of Menasha regarding the encroachment of playground equipment on Commission property. The proposed lease was put on hold due to the City looking at the possibility of also surveying the property. Commissioner R. Zielinski instructed Manager Much to contact the City of Menasha and to have a representative of the City attend the next Regular Meeting of the Commission to discuss this issue.

Jeff Kellner (McMahon Associates) addressed the Commission concerning the status of the expansion project. The Aeration Tank walls are 90% complete, backfilling has begun around west and south tank walls. The Odor Control lava rock started being delivered on 7/24, ductwork is being installed in the pressroom. The Final Clarifier excavation is complete to final grade, influent and RAS piping completed, first slab pour scheduled for the week of 7/31, they are a little ahead of schedule. The Blower Building excavation has started. New fencing has been installed at the southern most end of property.

Dr. Gregory Kleinheinz reported to the Commission the status of the dried sludge growth studies. Continuation of the phone survey was the main activity. The objective is to continue with the market analysis for a Class A biosolid in the surrounding area. This survey will continue thru the month of August with a final report being issued on the findings. The current test sites were contacted to gather information on the progress of the Class A biosolid being evaluated. Comments have been received, biggest complaint so far have been related to spreading and sizing problems.

Manager Much presented the I/I Reduction Plan Progress Report from the City of Neenah. The City has removed more than 10% of the peak I/I to date. The program is ongoing and being monitored to locate more leaks to further remove more of the peak I/I. Manager Much reported that no report has been received from the City of Menasha.

Manager Much presented to the Commission a grievance filed by a union employee of AFSCME Local 1541. After discussion, moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to turn the matter over to the Commission Labor Attorney. Motion carried unanimously.

## Old Business

Manager Much reported that he will be meeting with Attorney Goggin to review all the paperwork needed for the Ordinance/Contract revisions.

Manager Much reported that the painter that provided the low quote to paint the digester would not be able to do the job because he is unable to find qualified painters for the project. The job will be offered to the second low bidder.

Manager Much reported on the status of the Industrial User Contracts. The Ordinance/Contract is vague in dealing with the user contracts, we may be required and we may not have to offer a second contract to the industries. U.S. Paper Mills indicated their willingness to continue participating as a contracted user with the Commission. In discussions with the industries, the new user contracts would conceptually consist of: new contracts, users would pay current old debt as currently contracted for until 2008, will pay on new debt on a percent of use basis. The consensus is to proceed under these ideas. Manager Much also reported that Whiting Paper Company approached the Commission to verify if they would qualify as a contract user to the Commission..

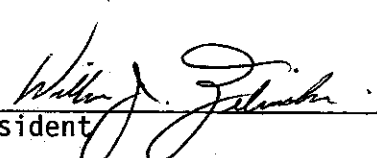
Manager Much reported that Galloway Company was invited to look at the unloading area that would be used if they would like to bring in their high strength waste. So far they have not responded to this invitation.

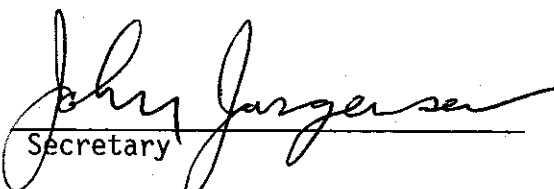
The Commission discussed the time of the next Commission meeting. Discussion centered on having the meeting again at 8:00am next month. After discussion of this issue, it was the consensus of the Commission to hold the August 22 Regular Meeting of the Commission at 8:00am.

Moved by Commissioner D. Siebers, seconded by Commissioner W. Helein to approve Operating Fund Vouchers #122901 thru #122963 in the amount of \$233,796.09 and Payroll Vouchers #19751 thru

#19767 in the amount of \$8,657.57. Motion carried unanimously.

Moved by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:30 a.m.

  
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 President

  
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 Secretary

THE NEXT REGULAR MEETING OF THE COMMISSION WILL BE HELD ON TUESDAY AUGUST 22, 2000 AT 8:00 AM.

NEENAH-MENASHA SEWERAGE COMMISSION  
 Regular Meeting  
 Tuesday August 22, 2000

Meeting called to order by Commission President W. Zielinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, G. Cowling, W. Zielinski, J. Johnson; Manager Much, Accountant Voigt.

Also Present: Jim Peichl (MCO); Jeff Kellner, John Stoeger (McMahon); James Potratz (Gizmo Farms); Dr. Gregory Kleinheinz (UW-Oshkosh); Mayor Joe Laux, Attorney Jeff Brandt (City of Menasha); Bill Glatz, Mike King (Post Crescent).

Commissioner R. Zielinski questioned some wording in the minutes on page 3, fifth paragraph, first sentence. After reviewing this sentence, the word "with" should be removed from this sentence. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve the minutes of the Regular Meeting of July 25, 2000 as corrected. Motion carried unanimously.

The Commission agenda was adjusted to accommodate special appearances.

Item 6 (B)(1) Property Encroachment. Menasha City Attorney Jeffrey Brandt discussed with the Commission the City's view of this situation. It was originally thought that the playground equipment installed replaced existing equipment, the City also feels that there is a gap in the vacation of Butte des Morts Street to the Commission - a ten (10) foot portion not vacated, and the City has had disputes with the Commission's surveyor on two occasions. The City feels that possibly the property should be surveyed again by another firm. Pertaining to a lease with the City, this would not waive any liability issues from the Commission. After further discussion, the Commission decided to extend the current fence on the northeast corner of the property. The City of Menasha indicated they would have the Park Department mow this property up to the fence.

Item 6 (B)(2) Report on Construction Activities. Mr. Jeff Kellner (McMahon Associates, Inc.) discussed with the Commission the Project Update Report dated August 10, 2000. The aeration basins walls and slab pours are complete, influent RAS piping will be installed after Blower Building foundation is completed, west wall backfilling is complete, south wall backfilling will be completed after installation of influent RAS lines, sand blasting and coating of basins will begin shortly. The odor control lava rock is installed, most of the ductwork in pressroom and headworks buildings is installed, piping supports have been installed. The final clarifier has one wall poured, five more pours will be completed, RAS piping installation in process. The blower building footings and foundation walls are complete, masonry work scheduled to begin this week.

Item 6 (C) Sludge Drying/Growth Study. Dr. Gregory Kleinheinz discussed with the Commission the "Final Report on Biosolids Project: Phase III". Overall, the participants in the study indicated they would use this product if it were to come to market. The test product was successful on a variety of applications. There is one potential large end user interested in the product. For non-bulk sales, the product would need to be pelletized. Product is not well suited for applications like lawn reseeding due to the slow release. A bagged product would provide the most income but would also have the most complications mainly in having a person market the material to find sources for the sale of the product. The next steps the Commission would need to pursue is to determine what it would cost to produce this product, what it would take to create a regional facility to create and market this product, what the rates would be for a new contract with the current NMSC sludge hauler. Dr. Kleinheinz indicated they would be willing to prepare for the Commission a 2-page, color educational/sales brochure on the material.

Upon hearing from individuals pertaining to their special appearance, the Commission returned to the agenda as published.

The following correspondence was presented to the Commission at the meeting and discussed:

- A. August 7, 2000 letter from Mr. Jim Savinski, DNR, to Mr. Randy Much, NMSC.  
 RE: Receipt of Compliance Maintenance Annual Report (CMAR).

B. August 7, 2000 letter from Mr. Tom Paque, WPPI, to Mr. Randy Much, NMSC.  
RE: No objection to installing engine-generator sets.

Budget, Finance, Personnel

Accountant Voigt presented the Financial Statements for the month of July 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to accept the Financial Statements for the month of July 2000. Motion carried unanimously.

Accountant Voigt presented MCO invoice #6263 in the amount of \$56,456.40 for the month of September 2000. Moved by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to approve MCO invoice #6263 in the amount of \$56,456.40 for the month of September 2000 and to pay the invoice on September 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of July 2000. Moved by Commissioner W. Helein, seconded by Commissioner R. Zielinski to accept the Accountants Report for the month of July 2000. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Jeff Kellner (McMahon Assoc.) presented to the Commission the following Payment Requests received for the Plant Expansion Project:

Contract L - Odor Control	Request #4	Lee's Welding, Inc	\$159,382.07
Contract H - General	Request #3	Miron Construction	\$369,620.55
Contract I - Mechanical	Request #2	Piping Services, Inc.	\$ 58,092.30
Contract J - Electrical	Request #1	Town & Country	\$ 4,709.25
Contract D - Fine Bubble	Request #1	Sanitaire Corp.	\$148,750.00
Contract F - Parshall Flumes	Invoice #313787	Mulcahy Tech.	\$ 4,647.00
Lava Rock	Invoices Totaling	Colorado Lava, Inc.	\$120,206.09

Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve for payment Certificate For Payment No. Four (4) from Lee's Welding for Contract L - Odor Control in the amount of \$159,382.07, Certificate for Payment No. Three (3) from Miron Construction for Contract H - General in the amount of \$369,620.55, Certificate for Payment No. Two (2) from Piping Services, Inc for Contract I - Mechanical in the amount of \$58,092.30. Certificate For Payment No. One (1) from Town & Country Electric for Contract J - Electrical in the amount of \$4,709.25. Certificate For Payment No. One (1) from Sanitaire Corporation for Contract D - Fine Bubble in the amount of \$148,750.00. Invoice #313787 from Mulcahy Tech Sales for Contract F - Parshall Flumes in the amount of \$4,647.00 and Invoices totaling \$120,206.09 from Colorado Lava, Inc for the Lava Rock. Motion carried unanimously.

Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#42875	\$ 7,979.12	Odor Control Construction Management
#42876	\$15,886.73	Plant Construction Management

Motion by Commissioner J. Johnson, seconded by Commissioner W. Helein to approve and issue payment to McMahon Associates, Inc. for invoices #42875 and #42876. Motion carried unanimously.

Accountant Voigt presented to the Commission the summary of engineering costs and construction costs associated with the plant upgrade.

Accountant Voigt presented the Draft 2001 Budget to the Commission. The Draft 2001 Budget includes a 5.1% increase in the Operations and Maintenance portion of the budget and a 3.0% decrease in the Capital portion of the budget with an overall increase of 2.2% for the entire Draft 2001 Budget. Commissioners asked questions on various individual items in the Operations and Maintenance portion of the budget. After discussion on the budget, moved by Commissioner W. Helein, seconded by Commissioner R. Zielinski to hold a Public Hearing on the proposed 2001 NMSC Budget on Tuesday September 26, 2000 at 8:00 am prior to the Regular Meeting of the Commission. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of July 2000. Manager Much reported that the new chlorine pumps are failing. These pumps are working in other facilities with similar use but they are failing in our application. All four (4) of the pumps have failed at least once with the last reconditioned pump lasting only two days. Personnel are looking at different pumps and the Tuthill pumps appear to be the pumps best suited for our purpose. It was the feeling of the Commission that these pumps should be replaced with funding from the Replacement Fund. Moved by Commissioner D. Siebers, seconded by Commissioner R. Zielinski to accept the operating report for the month of July 2000 and to place the report on file. Motion carried unanimously.

Manager Much presented the report received from the City of Menasha detailing progress to date on their I/I removal. The City has been focusing their work on the Lakeshore Interceptor and the sanitary sewers that feed into this system. New manhole casings and sealed lids have been ordered. New rubber adjusting rings for use in chimney rebuilds have also been ordered. To date, 45 structures have been retrofitted.

Manager Much reported to the Commission that the grievance filed by Local 1541 would be discussed

on September 5 between the union and the NMSC labor attorney.

Manager Much presented a sewer extension request for North Shore Estates II in the Town of Harrison, Waverly Sanitary District. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to approve the sewer extension request for North Shore Estates II in the Town of Harrison, Waverly Sanitary District.

Manager Much presented a sewer extension request for Cummings Plat Subdivision in the Town of Neenah, Sanitary District 1-1. Moved by Commissioner W. Helein seconded by Commissioner J. Jurgenson to approve the sewer extension request for Cummings Plat Subdivision in the Town of Neenah, Sanitary District 1-1. Motion carried unanimously.

Old Business

Manager Much reported that he met with Attorney Goggin to review all the paperwork needed for the Ordinance/Contract revisions. Letters have been sent requesting paperwork that is still needed from the different users.

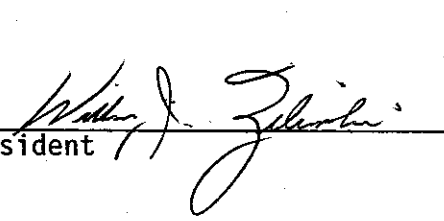
Manager Much reported on the status of the Industrial User Contracts. Attorney Goggin has the information needed to prepare a draft copy for review.

Manager Much reported that Galloway Company has looked at the unloading area that would be used to bring in their high strength waste and they will be bringing in a couple of loads with temporary piping before they commit to installing a permanent structure

The Commission feels that the 8:00 am meeting time is satisfactory for the Commissioners to be able to attend and they will continue to hold their meetings at this time.

Moved by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to approve Operating Fund Vouchers #122964 thru #123023 in the amount of \$161,724.61 and Payroll Vouchers #19768 thru #19777 in the amount of \$7,468.09. Motion carried unanimously.

Moved by Commissioner D. Siebers, seconded by Commissioner R. Zielinski to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:30 a.m.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Special Meeting  
Thursday August 24, 2000

Meeting called to order by Commission President W. Zielinski at 4:00 p.m.

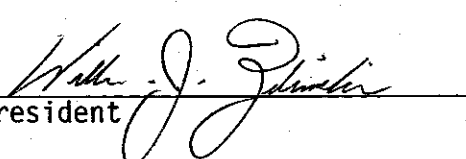
Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, G. Cowling, W. Zielinski, J. Johnson; Manager Much, Accountant Voigt.

Excused: Commissioner D. Siebers

President Zielinski discussed the matter of changing the date of the Public Hearing for the 2001 Proposed NMSC Budget to another date. Since a motion at the August 22 meeting set the date of this Public Hearing originally, we will need a motion to rescind this motion and then re-set the date of the Public Hearing for the 2001 Proposed NMSC Budget. Moved by Commissioner J. Jurgenson to rescind the motion setting the date and time of the Public Hearing for the 2001 Proposed NMSC Budget for September 26, 2000, seconded by Commissioner J. Johnson. Motion carried unanimously.

President Zielinski discussed with the Commission as to what date the Public Hearing for the 2001 Proposed NMSC Budget should occur. After discussion, moved by Commissioner W. Helein, seconded by Commissioner J. Jurgenson to change the date of the next Regular Meeting of the Commission to September 19, 2000 and to hold a Public Hearing on the 2001 Proposed NMSC Budget at 8:00 am with the Regular Meeting to immediately follow the Public Hearing. Motion carried unanimously.

Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 4:07 p.m.

  
President

  
Secretary

THE NEXT REGULAR MEETING OF THE COMMISSION WILL BE HELD ON TUESDAY SEPTEMBER 19, 2000 AT 8:00 AM. THIS MEETING WILL BEGIN WITH A PUBLIC HEARING ON THE 2001 PROPOSED NMSC BUDGET TO HEAR PUBLIC COMMENT ON SAID PROPOSED BUDGET.



NEENAH-MENASHA SEWERAGE COMMISSION  
 Regular Meeting  
 Tuesday September 19, 2000

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, G. Cowling, W. Zelinski, J. Johnson; Manager Much, Accountant Voigt.

Also Present: Jeff Kellner, John Stoeger (McMahon); James Potratz, Bob Potratz, William Glatz, Mary Claire Luru, Jesse Potratz, Mark Potratz, Steve Noffke (Gizmo Farms), Walter Chrapla.

Commission President W. Zelinski opened the Public Hearing to receive comments of the proposed 2001 NMSC Budget and asked if anyone in attendance wished to speak. Mr. Walter Chrapla addressed the Commission and reviewed some of the history of the treatment plant. In 1987 the current plant was remodeled and over the last couple of years the BOD and suspended solids loads have been consistently over the design loadings. The Facility Plan Executive Summary indicated the current plant improvement project was estimated at \$5,200,000 with a completion date of December 31, 2000. This summary also estimated the area population to be 57,338, the 1995 population at 52,000. The summary indicated that this area would have an increasingly aging population and there would also be a reduction of influx of people to this area. At the 2000 Budget Public Hearing Mr. Chrapla asked the Commission if any state money would be available and he was informed that none was available because of the amount of industry use of the plant. In the City of Neenah the BOD loadings increased 20%, the suspended solids increased 32 ½%, and the flow decreased 17%. The overall costs from the Commission increased 12.9%. Mr. Chrapla asked the Commission if December 31, 2000 is still when the project would be completed. Manager Much responded the majority would be completed by the end of the year with the landscaping to be completed next year. Mr. Chrapla continued, the Executive Summary data shows that Neenah has a 12% growth and yet the Neenah population growth has been flat. Mr. Chrapla expressed concern for the elderly and low-income homes and if there is some way for them to receive a break in their sewer bills since they aren't the source of the need for the expansion. Mr. Chrapla was interested in the status of the project of drying the sludge for revenue, he also mentioned to the Commission the PCB problems and the County solid waste problem - these will eventually come home to roost. Manager Much responded to Mr. Chrapla concerning the PCB issues. Most of the outcome will depend on whether there is a negotiated settlement or a litigated settlement.

Upon hearing no further requests to be heard, Manager Much presented to the Commissioners a letter received from U.S. Paper Mills Corporation expressing their concern with the change of the BOD testing from Total to Carbonaceous. U.S. Paper Mills Corporation also indicated that they will not participate in the 2000 plant expansion or the odor control or the landscaping project until a satisfactory contract is reached. Hearing no other questions or comments, President W. Zelinski asked for a motion to close the public hearing. Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to adjourn the Public Hearing on the proposed 2001 NMSC Budget and reconvene into Regular Open Session. Motion carried unanimously.

Moved by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to approve the minutes of the Regular Meeting of August 22, 2000 and for the Special Meeting of August 24, 2000. Motion carried unanimously.

The following correspondence was discussed:

- A. August 29, 2000 letter from AFSCME Council 40, to the NMSC.  
 RE: Local 1541 contract negotiations for successor agreement.
- B. August 30, 2000 Notice of Public Hearing on the Proposed 2001 NMSC Budget.
- C. September 15, 2000 letter from Mr. Jake Oelke, WPPI, to Mr. Randall Much NMSC.  
 RE: Digester Gas micro turbine

Manager Much discussed with the Commissioners the letter received from WPPI. In order to determine the economics of the proposal, it is recommended that an outside firm should review this information. It is estimated that the cost should be somewhere from \$500 to \$1,000 for this review. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to hire McMahon Associates, Inc. to do this study on the WPPI Digester Gas micro turbine. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt presented the Financial Statements for the month of August 2000. Moved by Commissioner D. Siebers, seconded by Commissioner G. Cowling to accept the Financial Statements for the month of August 2000. Motion carried unanimously.

Accountant Voigt presented MCO invoice #6321 in the amount of \$56,366.65 for the month of October 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to approve MCO invoice #6321 in the amount of \$56,366.65 for the month of October 2000 and to pay the invoice on October 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of August 2000. President W. Zelinski questioned the value of Commission funds listed for the State of Wisconsin Investment Pool. Accountant Voigt will verify if the number is correct. Moved by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to conditionally accept the Accountants Report for the month of August 2000 upon verification of the value of funds listed with the State of Wisconsin Investment Pool. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

The following contract payment requests were presented to the Commission:

Contract H - General	Request #4	Miron Construction	\$485,870.00
Contract I - Mechanical	Request #3	Piping Services, Inc.	\$311,837.10
Contract J - Electrical	Request #2	Town & Country	\$ 6,727.50
Contract C - Blowers	Request #1	H.R. Enterprises	\$ 21,000.00

Moved by Commissioner J. Johnson, seconded by Commissioner W. Helein to approve for payment Certificate For Payment No. Four (4) from Miron Construction for Contract H - General in the amount of \$485,870.00, Certificate for Payment No. Three (3) from Piping Services, Inc for Contract I - Mechanical in the amount of \$311,837.10. Certificate For Payment No. Two (2) from Town & Country Electric for Contract J - Electrical in the amount of \$6,727.50. Certificate For Payment No. One (1) from H.R. Enterprises for Contract C - Blowers in the amount of \$21,000.00. Motion carried unanimously.

Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#43153	\$ 9,876.81	Odor Control Construction Management
#43154	\$21,554.43	Plant Construction Management

Motion by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve and issue payment to McMahon Associates, Inc. for invoices #43153 and #43154. Motion carried unanimously.

Accountant Voigt presented to the Commission the summary of engineering costs and construction costs associated with the plant upgrade.

President W. Zelinski presented the Proposed 2001 Budget to the Commission and asked for any questions or comments on the proposed budget. Hearing none, moved by Commissioner G. Cowling, seconded by Commissioner J. Jurgenson to approve the Proposed 2001 NMSC Budget as presented. Motion carried unanimously on a roll call vote.

Accountant Voigt discussed with the Commission the calculation of unit operation, maintenance, replacement, & depreciation costs for the 4th quarter 2000. The proposed 4th quarter rates would be: Flow - \$145.15/mg; BOD - \$0.1573/lb; SS - \$0.0851/lb. These rates reflect a decrease in each of the loadings. Moved by Commissioner D. Sieber, seconded by Commissioner J. Jurgenson to

Jeff Kellner reported to the Commission that currently the cost estimate for providing construction management services for the project is under budget.

Mr. William Glatz introduced himself as the individual who is representing Gizmo Farms as the negotiator for renewing the current sludge hauling agreement. He has worked for Gizmo Farms for many years dating back to the 1970's. Mr. Glatz distributed and reviewed a proposal to the Commissioners for extending the sludge hauling and land spreading contract. After discussion, moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to refer this item to Attorney Goggin to review the language and to return any comments prior to the November meeting. Motion carried unanimously.

#### Old Business

Manager Much reported that paperwork is still needed from the different users for the Ordinance/Contract revisions.

Manager Much reported on the status of the Industrial User Contracts. Draft contracts have been distributed to the industries and we will be meeting with them in the next two weeks.

Manager Much reported that we are waiting for Galloway Company to bring in a couple of trial loads and if this goes well, they will pay for the costs to install a permanent unloading facility.

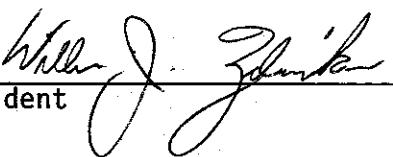
Manager Much reported that the NMSC Union Local 1541 still wants to pursue the issue in their grievance. Manager Much also indicated that with the upcoming renegotiation of the Union contract, this would be a good time to reword some of the contract language for it to apply to current staffing and not for plant staffing that existed when there were 30 employees. Commissioner D. Siebers suggested that the Commission should strongly look at increasing the employee share of health insurance costs with this next contract renewal.

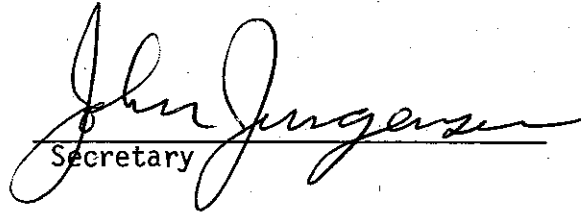
#### New Business

The Commission further discussed the sludge hauling issue. The Grand-Chute Menasha West treatment facility is paying about \$5.00 per ton to haul and land apply their waste. It was the consensus of the members that we should also look at comparative hauling costs from one or two other large firms.

Moved by Commissioner G. Cowling, seconded by Commissioner R. Zielinski to approve Operating Fund Vouchers #123024 thru #123072 in the amount of \$167,226.15 and Payroll Vouchers #19778 thru #19791 in the amount of \$10,966.71. Motion carried unanimously.

Moved by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:45 a.m.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Special Meeting  
Wednesday October 4, 2000

Meeting called to order by Commission President W. Zielinski at 1:00 p.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, G. Cowling, W. Zielinski, J. Johnson, D. Siebers; Accountant Voigt.

Also Present: John Stoeger (McMahon Assoc.), Jim Peichl (MCO).

President Zielinski discussed the sewer extension request for the Grassy Fields subdivision in the City of Menasha, Waverly Sanitary District. There was also presented to the Commission a letter received via fax from Waverly Sanitary District approving this request at a special meeting of the Waverly Sanitary District at 10:00 am today. Moved by Commissioner D. Siebers, seconded by Commissioner W. Helein to approve the sewer extension request for Grassy Fields subdivision in the City of Menasha, Waverly Sanitary District. Motion carried unanimously.

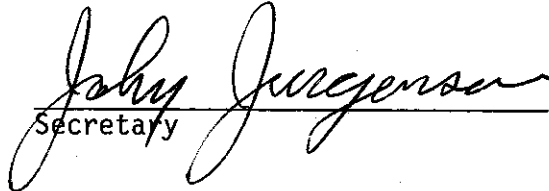
#### New Business

Mr. John Stoeger (McMahon Associates) addressed the Commissioners concerning the grading plan proposed to the City of Menasha to deal with the extra dirt remaining from the excavation of the final clarifier. The proposed plan presented to the City is to raise the grade of the Commission property on the south side of the property, which would require about one-fourth of the extra dirt, and the remaining dirt would be used to build a six (6) foot high berm on the northeast corner of the property. Mr. Stoeger reported that the City was not receptive to this idea and they would prefer to see a sledding hill. The City referred this matter to the Park & Recreation Department to see if this would be a feasible option. The City would also be interested in

hearing the Commissions thought on this idea. The Commission discussed the issue and questioned several items, including; who would pay to have the hill built, safety - the natural tendency for sledding is to find the steepest slope on the hill to sled down and this would be toward the street and the Commission property/fence. Because of the nature of the soil, the general feeling of the Commission is the berm would be the best solution in dealing with the remaining dirt from the final clarifier excavation. It was suggested that Manager Much should attend the Park & Recreation Committee meeting to work with them on this issue.

Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 1:27 p.m.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Regular Meeting  
Tuesday October 24, 2000

Meeting called to order by Commission President W. Zielinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, G. Cowling, W. Zielinski; Manager Much, Accountant Voigt.

Excused: Commissioner J. Johnson.

Also Present: Jeff Kellner, John Stoeger (McMahon); William Glatz, (Gizmo Farms); Richard Panke, Ronald Bunkert, Rick Badger (AFSCME Local 1541); Jim Peichl, Mike King.

Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the minutes of the Regular Meeting of September 19, 2000 and for the Special Meeting of October 4, 2000. Motion carried unanimously.

Commission President W. Zielinski revised the agenda to allow individuals to speak concerning their special appearance.

Agenda Item #7 (D) - Union Grievance. AFSCME representative Rick Badger discussed with the Commission the union viewpoint on the grievance that had been filed by Local 1541. Manager Much responded with the management viewpoint on the issue. There is a definite difference of opinion on the wording in the contract and how it applies. The Commission labor attorney agrees the language in the contract is archaic and does not totally apply to the current situation with only two union operators and perhaps this issue should be resolved with the new contract negotiations. It was the consensus of the Commission to not grant the grievance at this time and referred it back to the Commission labor attorney.

The meeting returned to the agenda as published.

The following correspondence was discussed:

- A. September 19, 2000 letter from Mr. Mulazim Nasir, DNR to Ms Cathy Girdley, Waverly Sanitary District.  
RE: Conditional approval of sanitary sewer extensions, lift station, and force mains.

Manager Much pointed out to the Commission that we have yet to receive the plans and specs for the lift station to approve as per our approval of this project. Commissioner W. Helein will contact the engineering firm to make sure that the Commission will receive this information.

- B. September 20, 2000 letter from Bobbi Lamal, Wisconsin Department of Commerce to Mr. Daniel Roder, McMahon Associates, Inc.  
RE: Acknowledge receipt of Precast plans for Blower Building.

- C. September 26, 2000 letter from Mr. Tom Vik, McMahon Associates to Mr. Tom Mulhaney, Liqui-Flo Inc.  
RE: Repeated failure of Vanton Pumps, pumps to be returned for full refund.

Budget, Finance, Personnel

Accountant Voigt presented the Financial Statements for the month of September 2000. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to accept the Financial Statements for the month of September 2000. Motion carried unanimously.

Accountant Voigt presented MCO invoice #6390 in the amount of \$56,366.65 for the month of November 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to approve MCO invoice #6390 in the amount of \$56,366.65 for the month of November 2000 and to pay the invoice on November 1. Motion carried unanimously.

Accountant Voigt presented the corrected Accountants Report for the month of August 2000. There was a reporting error for the State of Wisconsin Investment Pool investments. The Accountants Report and Investment Report for the month of September 2000 was also presented. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to accept the Accountants Report for the month of August 2000 as corrected and to accept the Accountants Report and Investment Report for the month of September 2000. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

The following contract payment requests were presented to the Commission:

Contract L - Odor Control	Request #5	Lee's Welding	\$119,801.58
Contract H - General	Request #5	Miron Construction	\$197,761.00
Contract I - Mechanical	Request #4	Piping Services, Inc.	\$ 72,461.50
Contract J - Electrical	Request #3	Town & Country	\$ 47,899.80
Contract G - VFD's	Request #2	Werner Electric	\$ 86,937.72
Contract G - VFD's	Request #3	Werner Electric	\$ 28,979.24
Contract A - RAS Pump	Invoice #141441	Crane Engineering	\$ 23,564.00
Quotation - 10HP VFD	Invoice #133499102	Werner Electric	\$ 3,008.98

Moved by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to approve for payment Certificate For Payment No. Five (5) from Lee' Welding for Contract L - Odor Control in the amount of \$119,801.58, Certificate For Payment No. Five (5) from Miron Construction for Contract H - General in the amount of \$197,761.00, Certificate for Payment No. Four (4) from Piping Services, Inc for Contract I - Mechanical in the amount of \$72,461.50, Certificate For Payment No. Three (3) from Town & Country Electric for Contract J - Electrical in the amount of \$47,899.80, Certificate For Payment No. Two (2) from Werner Electric for Contract G - VFD's in the amount of \$86,937.72, Certificate For Payment No. Three (3) from Werner Electric for Contract G - VFD's in the amount of \$28,979.24, Invoice #141441 from Crane Engineering Sales - Contract A - RAS Pump in the amount of \$23,564.00, and Invoice #133496102 from Werner Electric for a 10HP VFD in the amount of \$3,008.98. Motion carried unanimously.

Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#43580	\$ 5,794.45	Odor Control Construction Management
#43581	\$15,462.28	Plant Construction Management
#43579	\$ 395.00	User Charge System Update
#43582	\$ 783.40	O & M Manual

Motion by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to approve and issue payment to McMahon Associates, Inc. for invoices #43580, #43581, #43579, and #43582. Motion carried unanimously.

Accountant Voigt presented to the Commission the summary of engineering costs and construction costs associated with the plant upgrade.

Accountant Voigt discussed with the Commission the calculation of unit operation, maintenance, replacement, & depreciation costs for the 1st quarter 2001. The 1st quarter rates would be: Flow - \$153.03/mg; BOD - \$0.1646/lb; SS - \$0.0906/lb. These rates reflect the 2001 approved budget and the loadings that were estimated in the 2001 Budget. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve the 1st quarter rates for operations, maintenance, replacement, & depreciation as presented. Motion carried unanimously.

Accountant Voigt presented to the Commission the proposed contract for Snow Plowing services with Leo Weber. The contract has no changes from the previous contract. In conversation with Leo Weber, he indicated he might be looking at a price adjustment for the contract in 2001. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the Snow Plowing contract with Leo Weber. Motion carried unanimously.

#### Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of September 2000. With the start-up of the Odor Control System, the Commission may want to consider monitoring and testing of the Odor Control System to see how the start-up of the system is progressing. The Commission questioned if any further updates have been received on the progress of I/I removal. Manager Much indicated that no further updates have been received. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to accept the operating report for the month of September 2000 and to place the report on file. Motion carried unanimously.

Mr. Jeff Kellner (McMahon Associates) updated the Commission on the construction activities. Aeration Basin: They have been completed except for the installation of the Handrails. Odor Control: Everything should be hooked-up and completed by the end of next week. Final Clarifier: By the end of this week the majority of the clarifier equipment should be installed. If the weather continues to be mild, it is possible that the final clarifier could be completed this year. Blower Building: The structure is complete, the blowers arrived on Monday and are in the process of being hooked-up. Miscellaneous items: A new hydrant was installed near the new final clarifier. This is not a City hydrant for fire protection purposes. The City of Menasha Planning Commission has approved the grading plan. The Commission has 6,000 extra yards of material. To use up this material, a 4-foot berm will be constructed on the north end of the

property and on the south end of the property the ground level was raised to reduce water pooling on the property. Catch basins will also be installed to prevent flooding in neighboring properties. Mr. Kellner discussed a proposed change order for Contract J - Town & Country Electric. The item is to eliminate the wiring to gate valves for a deduct of \$565.75. Also presented is a change order for the installation of two catch basins and piping for the south end of the Commission property. This work is to be completed by Knaus Construction who is a subcontractor with Miron Construction. This work is to be completed at a cost of \$4,950.00. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the two change orders as presented. Motion carried unanimously.

Manager Much reported to the Commission that some discussions have been held on a joint facility related to the sludge drying. This option, as well as the Commission drying sludge on their own will continue to be evaluated.

Manager Much reported to the Commission that Attorney Goggin will be reviewing the proposed contract from Gizmo Farms. Manager Much also has contacted other haulers to see if they would be interested in quoting on hauling the Commission sludge. This information is still being evaluated and no responses have yet been received. More information on this matter will be available by the next Commission meeting in November.

Manager Much discussed the report received from McMahon Associates, Inc. concerning the possible installation of micro-turbines utilizing the digester gas generated by the NMSC. In order to reclaim the same amount of heat generated by the current engines, 6 micro-turbines would need to be installed. However, there is only enough gas produced to run these turbines 55% of the time. It recommended at this time that the Commission should not pursue the installation of the micro-turbines. If the level of gas production increases, it may be worth looking further at this option.

Manager Much presented a sewer extension request for the 1st Addition to Ashland Hollows Subdivision, located in the Waverly Sanitary District. Commissioner W. Helein reported to the Commission that this request has only been conditionally approved by Waverly Sanitary District while they are waiting for more information. Moved by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to conditionally approve the sewer extension request for the 1st Addition to Ashland Hollows Subdivision contingent on final approval being granted by Waverly Sanitary District. Motion carried unanimously.

#### Old Business

Manager Much reported that he has no further information to report at this time concerning the Ordinance/Contract Revisions.

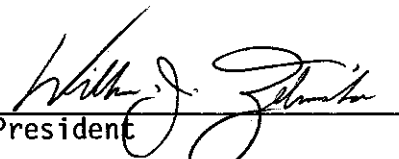
Manager Much reported on the status of the Industrial User Contracts. U.S. Paper Mills Corporation has requested to meet with the Commission representatives to discuss items of concern in the new contract proposal. Gilbert Paper Company has some new staffing and time will be needed to be spent to update the new staff on the history of the contracts and the progress made in developing the new contract.

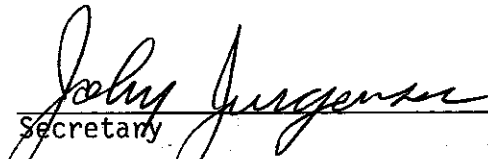
Manager Much reported that we are waiting for Galloway Company to bring in a couple of trial loads and if this goes well, they will pay for the costs to install a permanent unloading facility.

#### New Business

Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve Operating Fund Vouchers #123073 thru #123140 in the amount of \$204,762.98 and Payroll Vouchers #19792 thru #19806 in the amount of \$8,037.16. Motion carried unanimously.

Moved by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:00 a.m.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Regular Meeting  
Tuesday November 28, 2000

Meeting called to order by Commission President W. Zielinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, G. Cowling, W. Zielinski; Manager Much, Accountant Voigt.

Excused: Commissioner J. Johnson.

Also Present: Jeff Kellner (McMahon); Robert Potratz and James Potratz, (Gizmo Farms); Richard Panke (AFSCME Local 1541); Jim Peichl, Mike King.

Moved by Commissioner D. Siebers, seconded by Commissioner R. Zielinski to approve the minutes of the Regular Meeting of October 24, 2000.

The following correspondence was discussed:

- A. November 1, 2000 letter from Mr. Jake Oehlke, WPPI, to Mr. Randall Much, NMSC.  
RE: Digester Gas Micro Turbines.

Budget, Finance, Personnel

Accountant Voigt presented the Financial Statements for the month of October 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to accept the Financial Statements for the month of October 2000. Motion carried unanimously.

Accountant Voigt presented MCO invoice #6453 in the amount of \$56,441.06 for the month of December 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to approve MCO invoice #6453 in the amount of \$56,441.06 for the month of December 2000 and to pay the invoice on December 1. Motion carried unanimously.

Manager Much presented to the Commission the proposed contract increase for the MCO contract for 2001. The proposed contract increase for 2001 is 3.5%, which is the current CPI-U. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve the 3.5% contract increase with MCO for the 2001 contract year. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of October 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the Accountants Report as presented for the month of October 2000. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

The following contract payment requests were presented to the Commission:

Contract L - Odor Control	Request #6	Lee's Welding	\$ 70,197.30
Contract H - General	Request #6	Miron Construction	\$142,833.00
Contract I - Mechanical	Request #5	Piping Services, Inc.	\$125,889.50
Contract J - Electrical	Request #4	Town & Country	\$ 61,013.45
Contract C - Blowers	Request #2	H.R. Enterprises	\$167,190.00
Quotation - Lava Rock	Request #2	Colorado Lava, Inc.	\$ 7,617.76
Quotation - Slide Gate Valves	Request #1	Lee's Welding	\$ 29,400.00

Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve for payment Certificate For Payment No. Six (6) from Lee' Welding for Contract L - Odor Control in the amount of \$70,197.30, Certificate For Payment No. Six (6) from Miron Construction for Contract H - General in the amount of \$142,833.00, Certificate for Payment No. Five (5) from Piping Services, Inc for Contract I - Mechanical in the amount of \$125,889.50, Certificate For Payment No. Four (4) from Town & Country Electric for Contract J - Electrical in the amount of \$61,013.45, Certificate For Payment No. Two (2) from H.R. Enterprises for Contract C - Blowers in the amount of \$167,190.00, Certificate For Payment No. Two (2) from Colorado Lava, Inc. for the quotation for the lava rock in the amount of \$7,617.76, and Certificate for Payment No. One (1) from Lee's Welding for the Slide Gate Valves in the amount of \$29,400.00. Motion carried unanimously.

Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#44044	\$ 7,456.36	Odor Control Construction Management
#44045	\$14,875.11	Plant Construction Management
#44043	\$ 534.00	User Charge System Update

Motion by Commissioner D. Siebers, seconded by Commissioner W. Helein to approve and issue payment to McMahon Associates, Inc. for invoices #44044, #44045, and #44043. Motion carried unanimously.

Accountant Voigt presented to the Commission the summary of engineering costs and construction costs associated with the plant upgrade.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of October 2000. Over the last three (3) months, the loadings from U.S. Paper Mills Corp. have increased. Moved by Commissioner D. Siebers, seconded by Commissioner W. Helein to accept the operating report for the month of October 2000 and to place the report on file. Motion carried unanimously.

Mr. Jeff Kellner (McMahon Associates) updated the Commission on the construction activities. Aeration Basin: The tanks are complete with start-up scheduled for the week of December 4, 2000. Odor Control: The unit is up and running, however the lava rock has not yet been seeded. The spraying system to maintain the proper moisture in the odor control units are still being tested, there have been some problems with the spray nozzles plugging with the re-use water. Currently a sprinkler type nozzle is being tested and it is currently operating without any problems. Final Clarifier: All concrete work is complete. All painting is complete except for touch up work. They will attempt to grout the bottom of the tank during the week of December 4, 2000. If the weather does not permit this, the tank will be winterized and the grouting will be completed in

the spring 2001. Blower Building: The blowers are scheduled for start-up today (Nov. 28). During installation the equipment manufacturer required grouting to the top of the steel framework. We were not notified of this requirement when the equipment was purchased and therefore it was not included in the contract with Miron Construction. This issue is trying to be resolved and it will probably result in a change order with the contract with Miron Construction. The cost to install the grouting is \$10,000. Miscellaneous items: The rough grading of the excess soil has been completed.

Manager Much presented a sewer extension request for Hidden Acres, located in the Town of Neenah Sanitary District #2. Commissioner G. Cowling reported to the Commission that the Town of Neenah Sanitary District #2 has not yet approved this request. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to conditionally approve the sewer extension request for Hidden Acres contingent on final approval being granted by the Town of Neenah Sanitary District #2. Motion carried unanimously.

#### Old Business

Manager Much reported that most of the information has been received for passage of the Ordinance/Contract Revisions. The only entities required to submit missing items are: Town of Harrison, City of Neenah, Town of Neenah Sanitary District #2.

Manager Much reported on the status of the Industrial User Contracts. U.S. Paper Mills Corporation will be meeting with Commission representatives on Wednesday November 29, 2000. A meeting still needs to be set to meet with representatives from Gilbert Paper Company.

Manager Much reported on some minor language issues in the proposed sludge-hauling contract received from Gizmo Farms. It is suggested that the Commission should meet with Gizmo Farms in closed session to discuss the language issues that are of concern. It is suggested to have a closed session on this subject following the next Regular Meeting of the Commission.

Manager Much presented a draft letter to be sent to the Appleton WWTP, Grand Chute Menasha West WWTP and Heart of the Valley MSD to see if these plants would be interested in participating in the formation of a technical work group to further evaluate biosolids management opportunities on an inter-municipal level. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to proceed with sending out these letters to see if there is any interest in forming a technical work group. Motion carried unanimously.

Manager Much reported that we are still waiting for Galloway Company to bring in a couple trial loads of their product to be tested in our digester.

The grievance with AFSCME Local 1541 is proceeding in the next step with meeting with a mediator.

Manager Much reported that Waverly Sanitary District needs to transfer ownership of the testing equipment at the new connection point to the NMSC and this should be done at the expense of Waverly Sanitary District. This transfer of ownership should also include a 99-year lease to the Commission for access to the building.

#### New Business

The Commissioners discussed the meeting date for the month of December. It was decided that the next Regular Meeting of the Commission would be held on December 19, 2000 at 8:00am with a closed session to be held at the end of the meeting under section 19.85 (1)(e) of the Wisconsin Statutes to deliberate and negotiate a contract for sludge hauling and disposal, concerning which competitive or bargaining reasons require a closed session.

Moved by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to approve Operating Fund Vouchers #123141 thru #123195 in the amount of \$145,258.80 and Payroll Vouchers #19807 thru #19814 in the amount of \$6,833.40. Motion carried unanimously.

Moved by Commissioner R. Zielinski, seconded by Commissioner G. Cowling to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:00 a.m.

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary



NEENAH-MENASHA SEWERAGE COMMISSION  
Regular Meeting  
Tuesday December 19, 2000

Meeting called to order by Commission President W. Zielinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, G. Cowling, W. Zielinski; Manager Much, Accountant Voigt.

Excused: Commissioner J. Johnson.

Also Present: Jeff Kellner, John Stoeger (McMahon); Robert Potratz and James Potratz, (Gizmo Farms).

Moved by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to approve the minutes of the Regular Meeting of November 28, 2000.

The following correspondence was discussed:

- A. November 27, 2000 letter from Mr. Jeff Kellner, McMahon Associates to Mr. Herman Ruta, H.R. Enterprises.  
RE: Grouting of the structural steel blower frames.
- B. November 28, 2000 letter from Mr. Randall Much, NMSC to Ms. Cathy Girdley, Waverly S.D.  
RE: Approval of equipment at connection point, request for information.
- C. November 28, 2000 letter from Mr. Randall Much, NMSC to Mr. Lee Reibold, McMahon Associates.  
RE: Approval of sewer extension request for Hidden Acres, Town of Neenah S.D.
- D. November 27, 2000 letter from Mr. Christopher Piotrowski, CNA Insurance to Mr. Roger Voigt, NMSC.  
RE: CNA Insurance recommendations from Loss Control Survey on 11/9/2000.
- E. December 1, 2000 letter from Mr. Roger Voigt, NMSC to Mr. Christopher Piotrowski, CNA Insurance.  
RE: Response to Loss Control Survey recommendations.

Budget, Finance, Personnel

Accountant Voigt reported to the Commission that the Financial Statements for the month of November 2000 have not yet been completed.

Accountant Voigt presented MCO invoice #6529 in the amount of \$58,121.07 for the month of January 2001. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve MCO invoice #6529 in the amount of \$58,121.07 for the month of January 2001 and to pay the invoice on January 1. Motion carried unanimously.

Accountant Voigt presented the Commission the renewal rates for the NMSC liability insurance policies as prepared by the McClone Agency. The Public Officials and Umbrella Liability coverages were going to experience rate increases with the current carriers and it is recommended to switch these to another carrier that offered more competitive rates. The Boiler & Machinery coverage is being recommended to be switched to a different carrier that is providing a more competitive rate. The property coverage is experiencing the largest increase in its rate, partially due to a rate increase and partially due to increasing the replacement property values of the current facility. Overall the NMSC will experience a 7.5% increase in its liability insurance coverages. Moved by Commissioner D. Siebers, seconded by Commissioner R. Zielinski to approve the renewal of the Commission insurance policies as recommended by The McClone Agency. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of November 2000. Moved by Commissioner D. Siebers, seconded by Commissioner W. Helein to accept the Accountants Report as presented for the month of November 2000. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

The following contract payment requests were presented to the Commission:

Contract L - Odor Control	Request #7	Lee's Welding	\$30,330.62
Contract H - General	Request #7	Miron Construction	\$86,159.43
Contract I - Mechanical	Request #6	Piping Services, Inc.	\$19,680.86
Contract J - Electrical	Request #5	Town & Country	\$18,640.00

Moved by Commissioner D. Siebers, seconded by Commissioner W. Helein to approve for payment Certificate For Payment No. Seven (7) from Lee' Welding for Contract L - Odor Control in the amount of \$30,330.62, Certificate For Payment No. Seven (7) from Miron Construction for Contract H - General in the amount of \$86,159.43, Certificate for Payment No. Six (6) from Piping Services, Inc for Contract I - Mechanical in the amount of \$19,680.86, and Certificate For Payment No. Five (5) from Town & Country Electric for Contract J - Electrical in the amount of \$18,640.00. Motion carried unanimously.

Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#44218	\$ 9,376.22	Odor Control Construction Management
#44219	\$15,532.51	Plant Construction Management
#44220	\$ 487.10	O & M Manual Update

Motion by Commissioner D. Siebers, seconded by Commissioner W. Helein to approve and issue payment to McMahon Associates, Inc. for invoices #44218, #44219, and #44220. Motion carried unanimously.

Accountant Voigt presented to the Commission the summary of engineering costs and construction costs associated with the plant upgrade.  
Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of November 2000. Last year at this time the NMSC plant starting receiving toxic substances in the influent and it lasted three to four months. Four (4) compounds (solvents) were identified. By the time the compounds were identified and which city it was coming from, the discharge of the toxic compounds into the plant ceased. The NMSC plant is again starting to show toxicity coming in. A sample is being tested to see if it is the same compounds as last year. If the compounds are the same, then we will start testing in the city to further locate the source of the toxicity. Moved by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to accept the operating report for the month of November 2000 and to place the report on file. Motion carried unanimously.

Mr. Jeff Kellner (McMahon Associates) updated the Commission on the construction activities. Aeration Basin: The three (3) new basins have been placed into service. One blower is on-line and supplying air to the basins. The wiring should be completed by the end of December. Odor Control: The spray nozzles have been operational for three weeks now without plugging. There are minor leaks in the air piping and they will be welded shut. Air sample ports will be installed and man-doors will be installed. The filters should be closed-up by the end of December. Valves will be installed on the water lines. Final Clarifier: All work is complete on the clarifiers except for the grouting of the floor. RAS piping will be completed the week of 12-18-00. Blower Building: Blower startup is complete. Blower #1 is down due to misaligned lobes. The plumbing and HVAC work is complete. Soundproofing material will be installed the week of 12-18-00. The remainder of the painting and touch up work will be completed in the spring 2001. Miscellaneous items: Fencing work, rough grading, asphalt work will all be completed in the spring 2001. Remaining light poles will be installed by end of year. Punch lists will be issued to contractors before Christmas.

Mr. Jeff Kellner presented change order proposals for contract H (Miron Construction - General) to the Commission. The first proposal is to furnish and install additional sidewalk at the aeration tank splitter box, add \$4,485.30. The second proposal is for additional on-site excavation, trucking and regrading of unstable material, add \$5,853.96. Moved by Commissioner D. Siebers, seconded by Commissioner W. Helein to approve the two proposed change orders for Miron Construction as presented. Motion carried unanimously.

Mr. Jeff Kellner presented a change order proposal for contract I (Piping Services - Mechanical) to the Commission. This proposal is to pipe the blower relief valves to outside the blower building, per the manufacturer requirement, add \$2,334.06. Moved by Commissioner R. Zielinski, seconded by Commissioner G. Cowling to approve the change order proposal as presented. Motion carried unanimously.

Mr. Jeff Kellner presented change order proposals for contract L (Lees Welding - Odor Control) to the Commission. The first proposal is to furnish and install three (3) pressure gauges, add \$760.00. The second proposal is to furnish and install two (2) 3-inch pipe nipple monitoring wells, add \$190.00. The third proposal is to furnish and install two (2) stainless steel access doors into the biofilters, add \$1,445.00. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve the change order proposals as presented. Motion carried unanimously.

Mr. Jeff Kellner presented change order proposals for contract J (Town & Country - Electrical) to the Commission. The first proposal is to furnish and install a light pole at the new clarifier, add \$1,643.00. The second proposal is to relocate the light pole closer to the new blower building, add \$911.00. Moved by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to approve the change order proposals as presented. Motion carried unanimously.

Manager Much presented a sewer extension request for the Sweetbriar Lane Extension, located in the City of Menasha, Waverly Sanitary District. Moved by Commissioner W. Helein, seconded by Commissioner R. Zielinski to approve the sewer extension request for the Sweetbriar Lane Extension located in the City of Menasha, Waverly Sanitary District. Motion carried unanimously.

Manager Much presented and discussed with the Commission the proposed agreement with the University of Wisconsin - Oshkosh to monitor the biofilter. The first year monitoring will cost \$5,000. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the biofilter monitoring agreement with the University of Wisconsin - Oshkosh. Motion carried unanimously.

#### Old Business

Manager Much reported that the only entity required to submit missing items for the Ordinance/Contract revisions is the Town of Harrison.

Manager Much reported on the status of the Industrial User Contracts. U.S. Paper Mills Corporation has met with Commission representatives on Wednesday November 29, 2000. They have agreed in concept with the proposed contract but they have a couple of minor language issues to discuss. A meeting still needs to be set to meet with representatives from Gilbert Paper Company.

Manager Much reported to the Commission that he received a response from the Grand-Chute Menasha West Sewerage Commission and they would be interested in participating in the technical work group to study sludge-drying alternatives.

Manager Much reported that we are still waiting for Galloway Company to bring in a couple trial loads of their product to be tested in our digester.

The grievance with AFSCME Local 1541 is proceeding in the next step with meeting with a mediator.

Manager Much reported that Waverly Sanitary District is working on our request for the information on the equipment and the transfer of ownership as well as the lease for the new connection point.

#### New Business

Manager Much reported to the Commission several concerns brought to his attention by one of the Union plant operators. These consisted of: noise in the odor control air piping in the belt press room, the coldness in the belt press room, and the odor of the trucks that are brought to the NMSC plant due to remnants of sludge in the trucks from Minergy sludge. Manager Much indicated that we will be looking at covering the piping with insulation to try to reduce the noise level. We are also looking at possibly installing VFD's to slow down the volume of air flow to see if that would reduce the amount of cold air being pulled in from the outside and to help with the noise level and coldness in the press room. Manager Much will talk with Gizmo Farms concerning the sludge that is in the truck from Minergy.

Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to approve Operating Fund Vouchers #123196 thru #123251 in the amount of \$301,735.79 and Payroll Vouchers #19815 thru #19822 in the amount of \$6,671.90. Motion carried unanimously.

Moved by Commissioner D. Siebers, seconded by Commissioner R. Zielinski to convene in closed session to deliberate and negotiate a contract for sludge hauling and disposal, concerning which competitive or bargaining reasons require a closed session under section 19.85 (1)(e) of the Wisconsin Statutes. Motion carried unanimously.

#### Closed Session

The Commission discussed with Gizmo Farms items of concern in the proposed contract renewal for extension of the sludge hauling and storage contracts.

Moved by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to reconvene into Regular Open Session. Motion carried unanimously.

#### Meeting reconvened into open session

Moved by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to authorize Manager Much to meet with Gizmo Farms and their Attorney to draw up a contract for sludge hauling and storage and to have Attorney Goggin review the contract. Motion carried unanimously.

Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 10:00 a.m.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Regular Meeting  
Tuesday January 23, 2001

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, G. Cowling, W. Zelinski, J. Johnson; Manager Much, Accountant Voigt.

Also Present: Jeff Kellner (McMahon Assoc.); Bill Glatz, (Gizmo Farms).

Moved by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to approve the minutes of the Regular Meeting of December 19, 2000.

The following correspondence was discussed:

- A. December 28, 2000 letter from Ms. Catherine Girdley, Waverly Sanitary District to Mr. Randall Much, NMSC.  
RE: Submittal of information for new connection point.
- B. January 3, 2001 letter from Mr. Randall Much, NMSC to Mr. Arden Tews, Town of Menasha Utility District.  
RE: Commissioner to be appointed for February 27, 2001 meeting.
- C. January 11, 2001 letter from Ms. Catherine Girdley, Waverly Sanitary District to the NMSC.  
RE: William C. Helein reappointed as Commissioner to the NMSC.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the months of November and December 2000 to the Commission. Moved by Commissioner G. Cowling, seconded by Commissioner W. Helein to accept the financial statements for the months of November and December. Motion carried unanimously.

Accountant Voigt presented MCO invoice #6621 in the amount of \$58,121.07 for the month of February 2001. Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve MCO invoice #6621 in the amount of \$58,121.07 for the month of February 2001 and to pay the invoice on February 1. Motion carried unanimously.

Accountant Voigt presented to the Commission a one (1) year audit extension from Schenck & Associates, S.C. to perform the NMSC audit for calendar year 2000. The audit services performed by Schenck & Associates, S.C. for calendar year 1999 was the final year for the three-year contract. The proposed 2000 audit is for a fee of \$3,600, which is a \$100 increase over the previous year. Motion by Commissioner J. Johnson, seconded by Commissioner G. Cowling to approve the one (1) year extension for audit services with Schenck & Associates, S.C. Motion carried unanimously.

Accountant Voigt presented the Accountants Report and Investment Report for the month of December 2000. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the Accountants Report and Investment Report as presented for the month of December 2000. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

The following contract payment requests were presented to the Commission:

Contract H - General	Request #8	Miron Construction	\$18,588.00
Contract I - Mechanical	Request #7	Piping Services, Inc.	\$ 9,385.00
Contract J - Electrical	Request #6	Town & Country	\$ 1,116.25

Moved by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve for payment Certificate For Payment No. Eight (8) from Miron Construction for Contract H - General in the amount of \$18,588.00, Certificate for Payment No. Seven (7) from Piping Services, Inc for Contract I - Mechanical in the amount of \$9,385.00, and Certificate For Payment No. Six (6) from Town & Country Electric for Contract J - Electrical in the amount of \$1,116.25. Motion carried unanimously.

Accountant Voigt presented to the Commission the following invoices received from McMahon Associates, Inc.:

#44626	\$ 4,490.09	Odor Control Construction Management
#44627	\$14,123.73	Plant Construction Management
#44628	\$ 252.00	O & M Manual Update
#44639	\$ 788.50	Electrical Generator Design

Motion by Commissioner J. Jurgenson, seconded by Commissioner J. Johnson to approve and issue payment to McMahon Associates, Inc. for invoices #44626, #44627, #44628 and #44639. Motion carried unanimously.