

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday December 21, 2021

Meeting was called to order by Commission President Youngquist at 8:07 a.m.

Present: Commissioners Forrest Bates, Steve Coburn, Corey Gordon, Greg Weyenberg, Kevin Hietpas, Raymond Zielinski, Dale Youngquist; Manager Paul Much; Accountant Roger Voigt.

Also Present: Rob Franck, Randall Much (MCO); Chad Olsen (McMahon).

Public Forum

No one in attendance for the public forum.

Minutes

November 23, 2021 Meeting minutes: Motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the November 23, 2021 Regular Meeting and the minutes from the November 23, 2021 Closed Session. Motion carried unanimously.

Correspondence

There was no correspondence discussed:

Old Business

There is no old business for discussion.

New Business

Operations, Engineering, Planning

McMahon Project Updates:

Facility Re-Rating Study – Chad Olsen reported he is working with Sonoco on loadings.

Phosphorus Removal/UV Disinfection Project. No new information to report.

Plant Boiler Digester Replacement. Chad Olsen reported the boilers are installed; no training yet with the new system; not sure when we will be allowed to put the new digester gas boilers in operation.

WPDES Permit Application Assistance. Chad Olsen reported this is almost complete.

Phosphorus Rate Study. No new information to report; this is ongoing with more information coming next year.

NMSC Air Permitting. Manager Much reported air samples were submitted for testing, results of the testing have been received. We will need to discuss this further with the DNR.

Sodium Hypochlorite evaluation. This is ongoing, currently reviewing costs of maintaining current generation system verses purchasing higher strength.

McMahon Invoices. Commissioner Zielinski pointed out an error in the dollar amount for invoice #924815 on the agenda. Commissioners discussed McMahon invoice #924814 phase 06, invoice #924814 phase 08, invoice #924814 phase 10, invoice #924815, invoice #925097, invoice #925112 phase 06, invoice #925112 phase 08, and invoice #925112 phase 10 in the amounts of \$1,925.00, \$713.00, \$1,184.00, \$82.00, \$2,221.80, \$525.00, \$764.50, and \$148.00. Motion made and seconded by Commissioners Coburn/Bates to approve payment of invoice #924814 phase 06, invoice #924814 phase 08, invoice #924814 phase 10, invoice #924815, invoice #925097, invoice #925112 phase 06, invoice #925112 phase 08, and invoice #925112 phase 10 in the amounts of \$1,925.00, \$713.00, \$1,184.00, \$82.00, \$2,221.80, \$525.00, \$764.50, and \$148.00. Motion carried unanimously.

Connection Point for Town of Neenah S.D.2. Commissioner Coburn discussed the history of the lift station by Cummins Lane and the reasons why this is being considered as a location for creating a connection point. Commissioner Weyenberg requested copies of the minutes when this was previously approved by the Sewerage Commission and if Commissioner Coburn could provide copies of emails from the City of Neenah dealing with Lift station #7. Discussion on the topic to be tabled until additional information is gathered.

Operating Report. Manager Much reported on a low pH discharge from Galloway Company; it did not impact the treatment plant; the concern is with the City sewer system and the damage that can occur with a low pH. Equipment & Grounds Report –Rob Franck further reported on the following items in his written report: West centrifuge rebuild; truck scale annual maintenance; service building roof replacement – unable to obtain guaranteed price on materials; SW Digester flame arrester valve cracked – to replace with current style valve, valve cost is \$14,500-\$15,000. There is an option for a similar valve, which is a more commonly used valve – cost is \$10,000. It is recommended to purchase this valve with an insulation blanket (\$1,750 additional cost) for both the SW Digester and SE Digester. With installation, the estimated cost would be \$35,000. The lead time is 5-8 weeks to receive the valves. Motion made and seconded by Commissioners Coburn/Bates to approve the purchase of the replacement valves for the SW and SE Digesters with the insulation blankets plus installation for an estimated cost of \$35,000. Motion carried unanimously. After discussion, motion by Commissioners Zielinski/Bates to accept the operations report. Motion carried unanimously.

Budget, Finance, Personnel

Financial Statements. Accountant Voigt reported on the November financial statements and the income in monthly operations; the rates for the December billing were implemented and we will see the Year-to-Date income for operations reduced. Interest rates on ICS CDARS investments have decreased for the month; the yield in November is 0.01%. Accountant Voigt commented on a possible option for advanced funding of future debt to help reduce the large debt load that will occur when the UV & Phosphorus project is undertaken. Accountant Voigt further reported MCO generated about \$2,700 in additional revenue for the Commission. After discussion, motion

made and seconded by Commissioners Bates/Weyenberg to approve the Accountant's Report for November 2021. Motion carried unanimously.

Update on Sonoco contract renewal. The Commission Attorney is working on drafting an agreement; it is expected to be available by the end of January.

MCO Contract Increase. Manager Much discussed the increases in the MCO health insurance plan and their liability insurance. Also discussed was the current CPI Index in Table 3; the Table 3 CPI increase is 5.9%; MCO is requesting a 4.0% increase in the base contract. After discussion, motion made and seconded by Commissioners Bates/Coburn to approve the 4.0% increase in the base MCO contract and the increases in their health and liability insurances for 2022. Motion carried unanimously.

Phone System Upgrade. Accountant Voigt discussed the current telephone service contract with AT&T has ended. The current NEC phone system we are using is an analog system which is no longer supported by NEC. The NMSC has been receiving notices that telephone services with analog telephone lines are being supported less and the cost for the service has been increasing. MCO is able to attest to this as they pay more for their one analog phone line than what the NMSC pays for the four phone lines they have with the AT&T contract. The cost to upgrade the main phone computer system to current technology is \$4,867.50, which will allow use of current digital technologies or the current analog system we currently use; with this upgrade we will be able to use our current telephones saving thousands of dollars in the upgrade cost. After discussion motion made and seconded by Commissioners Bates/Coburn to approve the purchase of the NEC SV9100 phone system at a cost of \$4,867.50. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoice #27714, invoice #27781, and invoice #27686 in the amounts of \$130,144.08, \$324.35, and \$403.00 with payment to be made after January 1, 2022. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve Operating and Payroll Vouchers #139069 through #139112 in the amount of \$291,810.99 for the month of November 2021. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Weyenberg to convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) to discuss strategy concerning contract renewal and extension of the Contract Operations of the WWTP and for bargaining reasons which require a closed session to discuss such strategy to best serve the public interest. Motion carried unanimously on a roll call vote; meeting convened into Closed Session at 9:22 a.m.

Motion made and seconded by Commissioners Bates/Zielinski to adjourn the closed session and reconvene into Regular open session. Motion carried unanimously on a roll call vote; meeting returned to open session at 10:00 a.m.

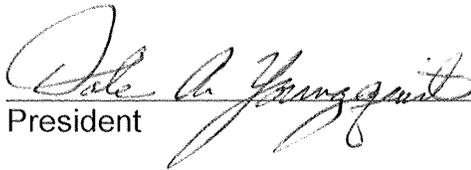
Discussion on and potential action to be taken on matters discussed in Closed Session. No action to be taken at this time.

Other Business to Come Before the Commission

Set Meeting Dates for Calendar Year 2022. Commissioners reviewed a 2022 calendar prepared showing meeting dates to be held on the 4th Tuesday of each month, except for December to be held on the 3rd Tuesday. After discussion, motion made and seconded by Commissioners Bates/Coburn to approve meeting dates in 2022 to be held at 8:00 am on the 4th Tuesday of the month, except for December which will be held at 8:00 am on the 3rd Tuesday. Motion carried unanimously.

Adjournment

Motion made and seconded by Commissioners Bates/Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:02 a.m.



President



Secretary