

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday October 26, 2021

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

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

Excused: Commissioners Greg Weyenberg, Kevin Hietpas.

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

Public Forum

No one in attendance for the public forum.

Minutes

September 28, 2021 Regular Meeting, September 28, 2021 Closed Session, October 6 Special Meeting minutes: Motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the September 28, 2021 Regular Meeting, September 28, 2021 Closed Session, and October 6, 2021 Special Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

October 12, 2021 letter from Mark Stanek, DNR Wastewater Engineer, to Dale Youngquist, NMSC President.

RE: WPDES Permit – Phosphorus Compliance Schedule Timeline revised to 4/1/2027.

Old Business

There was no old business discussed.

New Business

Operations, Engineering, Planning

McMahon Project Updates:

Facility Re-Rating Study – Chad Olsen reported he has met with, and is working with Sonoco.

Phosphorus Removal/UV Disinfection Project. Discussed the letter received from the DNR extending the timeline for completing the phosphorus removal project to 4/1/2027.

Plant Boiler Digester Replacement. Chad Olsen reported the boilers are installed and they are working on the controls, PLC's, and SCADA; when this is complete, startup and training will take place. Chad presented pay request #3 from August Winter & Sons, Inc. for the boiler replacement project. President Youngquist questioned how the retainage is calculated; Chad further explained the process. Motion made and seconded by Commissioners Coburn/Bates to approve Payment Request #3 in the amount of \$60,288.10 from August Winter & Son, Inc. Motion carried unanimously.

WPDES Permit Application Assistance. Chad Olsen reported this is being worked on and needs to be submitted soon.

Phosphorus Rate Study. Chad Olsen reported work will continue on preparing a preliminary rate study for assisting in determining costs to the users for installation and operation of phosphorus removal equipment.

Land Swap with Menasha. Commissioners briefly discussed potentially obtaining a 10-20 foot swath of land from the City in lieu of doing a land swap.

McMahon Invoices. Commissioners discussed McMahon invoice #924107 phase 08, invoice #924108, and invoice #924109 in the amounts of \$424.00, \$4,650.00 and \$1,245.00. Motion made and seconded by Commissioners Coburn/Zielinski to approve payment of invoice #924107 phase 08, #924108, and #924109 in the amounts of \$424.00, \$4,650.00, and \$1,245.00. Motion carried unanimously.

McMahon Agreement for Professional Services – New boiler air permitting assistance. Chad Olsen discussed the DNR requirement for the NMSC to update the air permit with the new boiler installation. Motion made and seconded by Commissioners Bates/Gordon to approve the McMahon Associates Agreement for Professional Services for assistance with updating the NMSC air permit related to the installation of the new boilers. Motion carried unanimously.

Request for New Connection Point in Town of Neenah S.D. #2. There is no new information to discuss; Commissioner Coburn reported Sanitary District #2 is in discussion with the City of Neenah on this matter. This item will be removed from future meeting agendas until action on this matter needs to be discussed.

Sewer Extension Request. Manager Much discussed the sewer extension request for the First Addition to Lake Park Heights located in the City of Menasha, Harrison Utilities. Motion made and seconded by Commissioners Coburn/Bates to approve the sewer extension request for the First Addition to Lake Park Heights. Motion carried unanimously.

Operating Report. Manager Much reported on the phosphorus issues; in early October there was low influent phosphorus levels. During the month the levels slowly started increasing and the influent levels are now at 0.7 – 0.8 mg/l; the plant effluent is also at 0.7 mg/l. Manager Much also reported PFOA and PFAS regulations could be coming; estimated effluent limits could be at 20 ng/l with potential limits as low as 8 ng/l; testing for these compounds is expensive. Equipment & Grounds Report –Rob Franck further reported on the following items in his written report: Seasonal shutdowns have been completed; microclor concerns to keep the system operating for

disinfection; annual electrical testing and oil sampling performed; southwest digester pressure relief valves; RAS pump rebuilds. After discussion, motion by Commissioners Bates/Zielinski to accept the operations report. Motion carried unanimously.

Budget, Finance, Personnel

Financial Statements. Accountant Voigt reported the September financial statements are reporting an income in monthly operations. Interest rates on investments have not changed. Accountant Voigt further reported MCO generated about \$2,800 in additional revenue for the Commission. After discussion, motion made and seconded by Commissioners Bates/Coburn to approve the Accountant's Report for September 2021. Motion carried unanimously.

O&M Rates for December. Accountant Voigt reported the income to be received through November will have eliminated the deficit in operations that we were experiencing. A combination of the increased rates that were approved and increased loadings in July and August contributed to the additional income received; Accountant Voigt is recommending the billing rates for Operations can be reduced to the rates charged to users during the first six-months of 2021. Motion made and seconded by Commissioners Bates/Coburn to approve the reduction in the rates for Operations for the billing month of December 2021 as recommended. Motion carried unanimously.

Update on Sonoco contract renewal. President Youngquist reported a meeting was held last week with Sonoco representatives to begin the process for negotiating a new agreement.

2021-2022 Snow Plowing Agreement. Accountant Voigt discussed the renewal Snow Plowing Agreement with Rathke Services LLC; they are requesting \$5.00 per hour increases in the rates charged for the plowing units, snow loader, and dump truck. Motion made and seconded by Commissioners Bates/Zielinski to approve the Snow Plowing and Removal Contract with Rathke Services LLC for the 2021-2022 snow plowing season. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoices #27575 and #27612 in the amounts of \$130,144.08 and \$243.75 with payment to be made after November 1, 2021. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve Operating and Payroll Vouchers #138978 through #139028 in the amount of \$482,004.77 for the month of September 2021. Motion carried unanimously.


Other Business

Motion made and seconded by Commissioners Bates/Coburn to: acknowledge that the Waverly Sanitary District, by operation of statutory law, became Harrison Utilities, by the passage of Village of Harrison Resolution No. V2017-05 after legal formation of the Village of Harrison from the land that was previously the Town of Harrison. Because Harrison Utilities was created as a legal entity by the Village of Harrison and by application of law the Waverly Sanitary District was dissolved and all its assets were transferred into Harrison Utilities, the Neenah-Menasha Sewerage Commission recognizes Harrison Utilities as the legal successor in interest and the actual replacement member of the Neenah-Menasha Sewerage Commission and there will be no

further references in the Records to the Waverly Sanitary District as a legal entity. This motion and Village of Harrison Resolution No. V2017-05 and V2017-06 are to be inserted by the clerk into the Commission minute records at August 29, 2017 so that future readers will be able to determine why there was a name change. Also, this motion and Village of Harrison Resolution No. V2017-05 and V2017-06 are to be annexed to the minutes of this day's meeting of the Neenah-Menasha Sewerage Commission. Motion carried unanimously.

Adjournment

Motion made and seconded by Commissioners Bates/Coburn to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:55 a.m.



President



Secretary