

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday June 22, 2021

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

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

Also Present: Rob Franck, Randall Much (MCO); Chad Olsen (McMahon); Kyle Collett, Darren Woods (U.S. Paper Mills).

Excused: Kevin Hietpas

Public Forum

No one in attendance for the public forum.

Minutes

May 25, 2021 Regular Meeting minutes: Commissioner Bates indicated there is a spelling error on page 2 in the paragraph pertaining to Plant Boiler Digester Replacement. After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the May 25, 2021 Regular Meeting as corrected. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

June 9, 2021 DNR response from Mark Stanek regarding CMAR submittal.

June 16, 2021 email to Rob Franck, NMSC from Lisa Miotke, WPPI Energy.

RE: June 10, 2021 Hot Weather Alert activation of contract generation.

Rob further explained the contract generation program the NMSC is participating in with WPPI Energy.

Old Business

Interceptor Transfer of Ownership to Menasha. There is no additional information to report.

708 Lakecrest Drive, Menasha. Accountant Voigt discussed a phone call received from Martenson & Eisele regarding a client that is looking to build on this lot; the location of the interceptor; and what easement is on this lot pertaining to the Interceptor. The history of recent requests to build on this lot was discussed with a copy of the September 18, 2012 letter that was issued by the NMSC providing detail of an acceptable fully defined modification to the current easement on the property. This information was provided to Martenson & Eisele; no further response has been received. This is being brought to the Commission since the legal paperwork to transfer the easements from the NMSC to the City of Menasha related to the City of Menasha accepting ownership of this Interceptor is being worked on by Commissioner Attorney Thiel. Until

this paperwork is complete, it is recommended any easement variances should be made in cooperation and approval of the City of Menasha.

New Business

Operations, Engineering, Planning

McMahon Project Updates:

Facility Re-Rating Study – Chad Olsen reported he has no new information regarding the re-rating.

Phosphorus Removal/UV Disinfection Project. Chad mentioned at the last meeting the Commission approved switching to UV Disinfection and to further look at a land swap with the City of Menasha. Maps were distributed showing the approximate location of a land swap and the potential use of the land the Commission would receive in the land swap. Chad further discussed the potential option of the use of the land; we would have more treatment options with the land we would receive in the swap. President Youngquist inquired where we stand with this concept; further adding it seems to make sense to consider a swap. Commissioner Gordon reported there is some interest by the City; it would need to go to the Park Board first for consideration prior to the Counsel acting. Chad discussed obtaining permission from the City to proceed with soil borings in the area to determine if the land will be buildable. Manager Much and Chad Olsen will make contact with the Park Department to further discuss; President Youngquist will contact Mayor Merkes informing him of the interest by the NMSC in the land swap. Additional discussion ensued on soil borings; after discussion, motion made and seconded by Commissioners Bates/Weyenberg to request approval from the City of Menasha to perform soil borings in Parcel B, with the soil boring costs not to exceed \$6,000. Motion carried unanimously.

Plant Boiler Digester Replacement. Chad Olsen reported the project is ongoing; the West boiler has been demolished. We can expect to see a payment request at the next meeting.

WPDES Permit Application Assistance. Chad Olsen indicated there is a new requirement where we need to justify our request to allow blending for our discharge permit. Chad reported meeting with the DNR representative Mark Stanek to discuss; items also discussed were the phosphorus project, land swap with Menasha, UV disinfection. A request was made to extend the due date for phosphorus reporting requirements. It is possible we will have the phosphorus reporting requirements extended from September 30 to December 31, 2021.

Phosphorus Rate Study. Chad Olsen reported he has received the needed data from the NMSC and the work is ongoing.

McMahon Associates request to provide services to Sonoco. Chad Olsen reported McMahon Associates was approached by Sonoco to provide wastewater services; with the relationship between McMahon, NMSC, and Sonoco this is being brought to the Commission for their approval. Commissioners did not see any issues of concern. Motion made and seconded by Commissioners Weyenberg/Bates to approve allowing McMahon to provide wastewater services to Sonoco. Motion carried unanimously.

NMSC Resolution 2021-3, A Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing. Accountant Voigt reported we will be starting to pay costs related to the phosphorus project construction; until we actually borrow funds long-term, we will need to borrow internally. This Resolution indicates we will look to repay the funds borrowed internally with proceeds of our long-term borrowing. Commissioner Gordon questioned if the one section would require the communities to borrow for the long-term bonds; Commissioners discussed this item. After discussion motion made and seconded by Commissioners Gordon/Weyenberg to table the Resolution until the next meeting. Motion carried unanimously. President Youngquist will discuss this Resolution with staff at the Village of Fox Crossing.

McMahon Invoices. Commissioners discussed McMahon invoices #922733, #922734, and #922735 phase 08 in the amounts of \$23,250.00, \$3,316.94, and \$814.00. Motion made and seconded by Commissioners Coburn/Bates to approve payment of invoices #922733, #922734, and #922735 phase 08. Motion carried unanimously.

Sanitary Sewer Extension Request. Manager Much discussed the sanitary sewer extension request received from the City of Neenah for Shootingstar Drive. Commissioner Coburn reported this is being reviewed by the Town of Neenah attorney. After discussion motion made and seconded by Commissioners Coburn/Gordon to conditionally approve the sewer extension request for Shootingstar Drive subject to the review and approval by the Town of Neenah attorney. Motion carried unanimously.

West Centrifuge Proposed Rebuild. Rob Franck discussed the Alfa-Laval proposals for rebuilding the West Centrifuge. This was originally planned for rebuild in 2022; condition of the unit with its vibration faults are creating concerns for potential damage and we are now looking to have the rebuild performed this year on the West Centrifuge and in 2022 on the East Centrifuge. The estimated price for the West Centrifuge rebuild is \$33,176 with a potential for the cost to be as high as \$44,000. Manager Much reported we are also looking at a contingency plan in case the East Centrifuge fails while the West Centrifuge is being rebuilt. After discussion motion made and seconded by Commissioners Bates/Coburn to approve the rebuild of the West Centrifuge for a cost not to exceed \$44,000. Motion carried unanimously.

CMOM Report. Manager Much discussed updates made to the CMOM Report; updates made on Page 2 – Goals, and Page 3 – Contacts. After discussion motion made and seconded by Commissioners Bates/Coburn the CMOM has been reviewed and approved by the Commission. Motion carried unanimously.

Operating Report. Manager Much reported we are seeing the influent phosphorus level increasing; additional phosphorus tests are being run to help determine the type of phosphorus. Equipment & Grounds Report - Rob additionally reported on: final clarifier inspections completed; aeration basin inspections are continuing; southwest digester mixer; concrete cracks in centrifuge room sealed, they are not structural related. After discussion, motion by Commissioners Zielinski/Bates to accept the operations report. Motion carried unanimously.

Budget, Finance, Personnel

Financial Statements. Accountant Voigt reported the May financial statements are reporting an income in monthly operations; year-to-date we are still at an operating loss. Interest rates on

investments have not changed. Accountant Voigt further reported MCO generated about \$3,000 in additional revenue for the Commission. After discussion, motion made and seconded by Commissioners Bates/Zielinski to approve the Accountant's Report for May 2021. Motion carried unanimously.

Rates for Flow, BOD, & TSS. Accountant Voigt discussed the recommendation to increase the rates for Flow and TSS starting with the billing for the month of August. In the first seven billing months of 2021, the flow loadings are down 20.8% from budget projections. BOD loadings are up 4.8% over budget projections. TSS loadings are down 15.9% from budget projections. It is recommended to increase the billing rate for Flow by 25%, and increase the billing rate for TSS by 20%. Motion made and seconded by Commissioners Youngquist/Coburn to increase the billing rates for flow by 25% and the billing rates for TSS by 20% beginning with the monthly invoices for the month of August. Motion carried unanimously.

Update on future potential financing. There are no updates at this time.

Update on Contract Renewal with Sonoco. Kyle Collett reported the chemical trials should wrap up by the end of summer. Kyle also questioned when contract renewal talks will begin; Manager Much reported Commissioners will need to meet to discuss contract items.

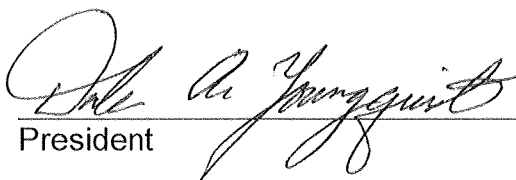
NMSC Fees for Special Meetings. President Youngquist discussed the charges for Special Meetings that are called on behalf of outside interests; usually for the situation of approving sewer extension requests that cannot wait until the next Regular Meeting. Accountant Voigt found in 2002 minutes when the Commission set a rate of \$400 for when outside interests requested a Special Meeting for their benefit; he has not been able to locate if this fee had been updated. The current estimated cost to hold a Special Meeting is now \$1,350. Motion made and seconded by Commissioners Youngquist/Bates to charge a fee of \$1,350 effective starting June 22, 2021 to outside interests who request the Commission to hold a Special Meeting on their behalf, unless the fee is waived by the Commission. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Zielinski to approve for payment MCO invoices #27265 and #27293 in the amounts of \$130,144.08 and \$270.28 with payment to be made after July 1, 2021. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve Operating and Payroll Vouchers #138785 through #138829 in the amount of \$253,533.18 for the month of May 2021. Motion carried unanimously.

Adjournment

Motion made and seconded by Commissioners Bates/Coburn to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:40 a.m.



President



Secretary