

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday May 25, 2021

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

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

Also Present: Rob Franck (MCO), Chad Olsen (McMahon) Leo Bisch, Kyle Collett (U.S. Paper Mills).

Public Forum

No one in attendance for the public forum.

Minutes

April 27, 2021 Regular Meeting minutes: After discussion, motion made and seconded by Commissioners Bates/Weyenberg to approve the minutes from the April 27, 2021 Regular Meeting. Motion carried unanimously.

Commissioner Coburn reported he will need to be excused from the meeting for a personal matter and requested to proceed to Agenda item 6.A.2 – New Business, Phosphorus Removal Equipment. The meeting continued with discussion on item 6.A.2 – Phosphorus Removal Equipment.

Commissioner Coburn discussed his role as a plant manager and his concern for employee safety if the construction project would create a confined space situation. He is in favor of going to UV disinfection to eliminate the chance of creating a confined space situation if we continue with the current chlorine disinfection. Chad Olsen reported he received suggestions about using the current visitor parking lot as a location to locate the building; review of the layout revealed this would require relocating the current effluent piping and storm sewer pipes currently under the parking lot. Chad's best guess estimate to relocate these pipes would be \$600,000 - \$700,000. Commissioners Weyenberg and Hietpas both agreed with Commissioner Coburn in not creating a confined space situation; they are in favor of using the UV disinfection. Commissioner Gordon indicated he is in favor of using UV disinfection; he also suggested the possibility of doing a land swap with the City of Menasha where the City would swap a portion of the park just north of the visitor parking lot for an equal amount of NMSC property along Fox Street just north of the final clarifiers. Chad Olsen asked how long would it take to obtain approval; Commissioner Gordon indicated it is a lengthy process.

Commissioner Coburn was excused from the meeting at 8:15.

Commissioners continued discussion regarding the land swap. Motion made and seconded by Commissioners Gordon/Weyenberg for the NMSC to go with UV disinfection and also pursue a land swap with the City of Menasha. Chad Olsen discussed needing to talk with Mark Stanek

(DNR) on the possibility of obtaining an extension for our deadline in meeting the new phosphorus limit. After more discussion, Commissioner Gordon withdrew his motion. A motion was made and seconded by Commissioners Gordon/Weyenberg to pursue UV disinfection as part of the phosphorus removal project. Motion carried unanimously on a roll call vote. A motion was made and seconded by Commissioners Gordon/Weyenberg to pursue a land swap with the City of Menasha where NMSC land north of the final clarifiers along Fox Street would be swapped with City of Menasha land north of the Commission chlorine contact tank and visitor parking lot. Motion carried unanimously on a roll call vote.

The Commission returned to the Meeting Agenda as published.

Correspondence

The following correspondence was discussed:

May 11, 2021 Notice received from City of Menasha from Joe Stephenson, Principal Planner. RE: Public Hearing on May 17 for request to rezone property on Abby Avenue to I-2 General Industrial.

Commissioner Gordon was asked if he knew the results of the rezoning request; Commissioner Gordon indicated it did not get rezoned.

Old Business

205 Mathewson Street, Menasha. There is no additional information to report.

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

New Business

Operations, Engineering, Planning

McMahon Project Updates:

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

Plant Boiler Digester Replacement. Chad Olsen reported we are waiting for the equipment to arrive. Rob Franck reported boiler #1 has failed; it will not be repaired. The Commission will continue operating using only boilers #2 and #3.

McMahon Invoices. Commissioners discussed McMahon invoices #922417 phase 00, #922417 phase 02, #922423, #922424 phase 08, #922425 phase 08, and #922425 phase 10 in the amounts of \$9,905.50, \$741.35, \$46.00, \$292.31, \$492.00 and \$51.74. Motion made and seconded by Commissioners Bates/Weyenberg to approve payment of invoices #922019 phase 08, #922019 phase 10, #922018 phase 02, #922018 phase 04, and #922012. Motion carried unanimously.

Compliance Maintenance Annual Report (CMAR). Manager Much reviewed the CMAR with the Commission; this report summarizes calendar year 2020 influent and effluent activities. The Commission received "A"s on all items except for influent loadings. After discussion, motion

made and seconded by Commissioners Bates/Gordon to accept the CMAR report and approve CMAR Resolution 2021-2. Motion carried unanimously.

McMahon Associates Proposal for Professional Services – WPDES Permit Application Assistance. Chad Olsen discussed the assistance to be provided in submitting the WPDES permit application with a request for a variance for the Commission to be able to perform blending. Requesting a variance for blending is a new requirement in the permit. Chad further explained and discussed blending. Commissioner Hietpas questioned how many times per year does the Commission need to blend; it usually occurs about 2 times per year for about 8-12 hours per event. After discussion, motion made and seconded by Commissioners Gordon/Bates to approve the McMahon Associates Proposal for Professional Services to provide WPDES permit application assistance at an estimated cost of \$3,900. Motion carried unanimously.

McMahon Associates Proposal for Professional Services – Filter Addition Preliminary Rate Study. Chad Olsen discussed the proposal for the preliminary rate study; this proposal will provide preliminary rate structures with the addition of the phosphorus removal filters and UV disinfection with the estimated impact these rates will have on the contract users. A motion was made and seconded by Commissioners Bates/Weyenberg to approve the McMahon Associates Proposal for Professional Services to provide the Filter Addition Project Preliminary Rate Study at an estimated cost of \$11,900. Motion carried unanimously.

Operating Report. Manager Much reported the analysis came back on the material that was tested for struvite; the results show the material is struvite. Manager Much and Chad Olsen further discussed treatment operations to help reduce the creation of struvite in the wastewater treatment process; we need to remove one of the compounds that create struvite. Struvite forms with the presence of magnesium, ammonia, and phosphorus; phosphorus can be reduced with the addition of ferric chloride in the treatment process. The struvite has been noticed in our centrate line, the heat exchanger, and the centrifuge. Equipment & Grounds Report - Rob additionally reported on: primary clarifier inspections completed, final clarifier inspections started, southwest digester mixer was removed and taken to painter for cleaning and repainting, annual electrical testing will be performed in June or July on breakers and transformer oil. After discussion, motion by Commissioners Weyenberg/Bates to accept the operations report. Motion carried unanimously.

COVID-19 Policy. Rob Franck discussed the current treatment plant COVID-19 policy regarding masks. Commissioners discussed Winnebago County, City of Menasha, and Calumet County current guidelines as references on setting policy for the treatment plant.

Budget, Finance, Personnel

Financial Statements. Accountant Voigt reported the financial statements are reporting a loss in operations; the month of May we should see our operations reporting an income and then in June we will likely show an operating loss again. This will need to be monitored to determine if rates will need to be raised later in the year. Interest rates on investments have remained low. Accountant Voigt further reported MCO generated about \$2,900 in additional revenue for the Commission. After discussion, motion made and seconded by Commissioners Bates/Weyenberg to approve the Accountant's Report for April 2021. Motion carried unanimously.

Update on future potential financing. Accountant Voigt discussed the email received from Brad Viegut (RW Baird) with an example of what needs to occur and when to have funds available by February if the Commission were to issue bonds for the phosphorus removal project. Chad Olsen reported we on our rating from the Clean Water Fund; with our rating we should qualify for funding through the CWF.

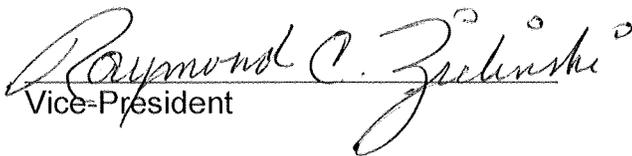
Update on Contract Renewal with Sonoco. Kyle Collett reported on chemical trials for removing soluble BOD's; they will run these now through July. Kyle also requested a copy of the NMSC CMAR and financing sheet previously discussed.

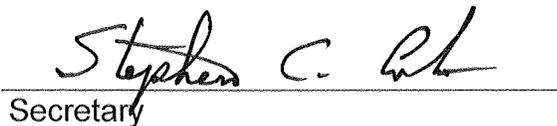
Motion made and seconded by Commissioners Bates/Weyenberg to approve for payment MCO invoices #27058 and #27121 in the amounts of \$130,144.08 and \$379.36 with payment to be made after June 1, 2021. Motion carried unanimously.

Motion made and seconded by Commissioners Bates/Weyenberg to approve Operating and Payroll Vouchers #138735 through #138784 in the amount of \$294,230.45 for the month of April 2021. Motion carried unanimously.

Adjournment

Motion made and seconded by Commissioners Bates/Weyenberg to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:30 a.m.


Vice-President


Secretary