

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday April 27, 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, Kevin Hietpas, Dale Youngquist; Manager Paul Much; Accountant Roger Voigt.

Also Present: Mayor Dean Kaufert (Neenah), Rob Franck, Randall Much (MCO), Chad Olsen (McMahon) Leo Bisch, Kyle Collett (U.S. Paper Mills).

Public Forum

City of Neenah Mayor Dean Kaufert addressed the Commission regarding land solutions to help reduce the cost of the project for installing phosphorus removal equipment. Mayor Kaufert will be meeting with Menasha Mayor Merkes on Friday to discuss possible solutions and he will report back to the Commission after the meeting. Chad Olsen reported on the potential cost savings if the phosphorus removal equipment is built on its own footprint and not over the top of the chlorine residual tank; a 2-4 week delay in making a final decision on which method to use for disinfection would be doable to still have the project completed per DNR requirements.

Minutes

March 23, 2021 Regular Meeting minutes: After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the March 23, 2021 Regular Meeting. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed.

Old Business

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

Interceptor Transfer of Ownership to Menasha. Attorney Thiel was asked to provide an update on the documents for transferring the easements to the City.

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 Equipment. Chad reported on the preliminary results from the soil boring; soil conditions look good. If the project could expand north into Shephard Park, this would allow

the phosphorus building to be built at grade saving construction costs. Currently, construction prices are going through the roof.

Plant Boiler Digester Replacement. Chad Olsen reported the shop drawings are being reviewed; construction should start in early June.

Replace & Upgrade existing SCADA equipment & software. Chad Olsen reported the project is complete.

Truck Bay Screw Conveyor VFD. Chad Olsen reported the project is complete.

McMahon Invoices. Commissioners discussed McMahon invoices #922019 phase 08, #922019 phase 10, #922018 phase 02, #922018 phase 04, and #922012 in the amounts of \$1,412.15, \$986.60, \$13,770.00, \$3,900.00, and \$1,854.00. Motion made and seconded by Commissioners Coburn/Weyenberg to approve payment of invoices #922019 phase 08, #922019 phase 10, #922018 phase 02, #922018 phase 04, and #922012. Motion carried unanimously.

Sewer Extension Request. Commissioners reviewed the sewer extension request for Eternity Acres Subdivision located in the City of Neenah. After discussion, motion made and seconded by Commissioners Bates/Coburn to approve the sewer extension request for Eternity Acres located in the City of Neenah. Motion carried unanimously.

NMSC Records Retention. Manager Much discussed records retention of the Commission; Commission Attorney Thiel was contacted for input on records retention. President Youngquist indicated to follow retention schedules and state guidelines.

Operating Report. Manager Much passed around a sample of material removed from the centrifuge centrate line; it is potentially struvite; a sample has been submitted for analysis. If the material is struvite – which is formed by the combination of magnesium, ammonia and phosphorus, we will need to work with Chad Olsen to treat the system to alleviate the impact it will have. Commissioners questioned how do you treat for struvite; Chad reported that Alum will tie-up the phosphorus which will help delay any formation. Manager Much discussed PFAS and testing for this is about \$300 per sample. Sonoco contacted us regarding an accidental process upset where water and solids were released; the treatment plant experienced plugged filters and meters. Kyle Collett further discussed the situation; they will have more information by the end of the week. Equipment & Grounds Report - Rob additionally reported on upcoming projects: digester mixer rebuild will start at end of May; started the annual tank and clarifier inspections. After discussion, motion by Commissioners Bates/Zielinski to accept the operations report. Motion carried unanimously.

Budget, Finance, Personnel

Financial Statements. Accountant Voigt reported the financial statements are reporting a loss in operations; the month of April will also show a loss and then in May we should see our operations reporting an income. This will need to be monitored to determine if rates will need to be raised later in the year. Some of the interest rates on investments have dropped slightly from the previous month. Accountant Voigt further reported MCO generated about \$2,500 in additional revenue for the Commission. After discussion, motion made and seconded by

Commissioners Zielinski/Bates to approve the Accountant's Report for March 2021. Motion carried unanimously.

Auditing Services Contract Extension. President Youngquist discussed the 5-year auditing services contract extension that was requested from CLA. After discussion, motion made and seconded by Commissioners Weyenberg/Bates to approve the 5-year audit services contract extension for calendar years 2023 through 2027. Motion carried unanimously.

Update on future potential financing. President Youngquist reported on a meeting between Bradley Viegut (RW Baird), Accountant Voigt, and himself to look at potential financing options for the phosphorus removal equipment project. Kyle Collett questioned the timing of when allocations of project costs will be provided to the users. Chad Olsen responded they can begin working on the allocations; he will provide a contract at the next meeting.

Update on Contract Renewal with Sonoco. Kyle Collett reported they are performing a system study which has included several internal trials; their last trial was very successful in reducing TSS by 60%. Sonoco will now begin to add chemistry into their trials to work on reducing BOD in their effluent. Manager Much confirmed the reduction in TSS coming from Sonoco.

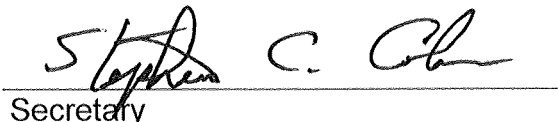
Motion made and seconded by Commissioners Coburn/Weyenberg to approve for payment MCO invoice #26954 in the amount of \$130,144.08 with payment to be made after May 1, 2021. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Weyenberg to approve Operating and Payroll Vouchers #138689 through #138734 in the amount of \$268,307.66 for the month of March 2021. Motion carried unanimously.

Adjournment

Motion made and seconded by Commissioners Coburn/Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:08 a.m.


Vice-President


Secretary