

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday November 24, 2020

Meeting was called to order by Commission President Youngquist at 8:02 a.m.

**Present:** Commissioners Forrest Bates, Steve Coburn, Travis Parish, Greg Weyenberg, James Taylor, Raymond Zielinski, Dale Youngquist; Manager Paul Much; Accountant Roger Voigt.

Commissioner Taylor attending via virtual means.

**Also Present:** Rob Franck, Randall Much (MCO), Chad Olsen (McMahon), Troy Carlson (McClone Agency).

## Public Forum

No one in attendance for the Public Forum.

## Minutes

October 27, 2020 Regular Meeting minutes: After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the October 27, 2020 Regular Meeting. Motion carried unanimously.

## Correspondence

The following correspondence was discussed:

October 29, 2020 letters from Accountant Voigt, NMSC to Cities of Neenah and Menasha, Villages of Fox Crossing & Harrison, and to Town of Neenah S.D. #2.

RE: Phosphorus Compliance Construction Project and Future Borrowing Needs.

## NMSC 2021 Property & Liability Insurance Renewal

Troy Carlson discussed the insurance renewal and the rates for the Sewerage Commission; the renewal rates are much better than was anticipated and what are being seen in the insurance market. Our property policy has an inflation guard for property values; since the renewal rates were very good, Troy indicated he did not go out into the market to price our insurance coverages. Commissioner Bates questioned why the increases in insurance rates are occurring; Troy indicated it is from a combination of wildfires, hurricanes, flooding, litigation and the amount in claims that are being paid. After discussion, motion made and seconded by Commissioners Bates/Weyenberg to accept the proposal received from Cincinnati Insurance for the renewal of the Neenah-Menasha Sewerage Commission Property and Liability Insurance coverages for 2021. Motion carried unanimously.

**Old Business**

Transfer of Ownership of NMSC Interceptors to City of Menasha. There is no new information to report; Commissioner Taylor will follow up with Menasha City Attorney Pam Captain regarding the resolution paperwork.

**New Business**

Operations, Engineering, Planning

McMahon Project Updates:

Polymer Feed System - Chad Olsen reported he has no new information to report.

Chlorine Residual Analyzer Installation – Chad Olsen reported he has no new information to report.

Facility Re-Rating Study – Chad Olsen reported he has no new information to report.

Phosphorus Removal Equipment & Pilot Study - Chad Olsen reported on a preliminary comparison regarding the operation of the two filters systems tested in the pilot study. Both units have polymer and alum usage that was higher than anticipated to achieve our future phosphorus limit. The full filter comparison of the two units will be complete for the December meeting. Items discussed also included expected life of filter units and how long each company has been in business.

Plant Boiler Digester Replacement. Chad Olsen reported the project is continuing to move forward.

Replace & Upgrade existing SCADA equipment & software. Chad Olsen reported the software has been upgraded; the equipment still needs to be installed.

McMahon Invoices. Commissioners discussed McMahon invoices #920391 and #920567 in the amounts of \$4,714.80 and \$648.00. Motion made and seconded by Commissioners Coburn/Bates to approve payment of invoices #920391 and #920567. Motion carried unanimously.

Sewer Extension Request. Manager Much discussed a sewer extension request received for Stargazer Estates located in the Village of Harrison. The initial request received did not meet the submittal requirements of the Sewerage Commission; after contacting the engineering firm, the remaining required items were received. Motion made and seconded by Commissioner Coburn/Bates to approve the sewer extension request for Stargazer Estates located in the Village of Harrison. Motion carried unanimously.

Operating Report. Manager Much indicated there were no issues to report. Loadings from Sonoco and Galloway were discussed. Rob Franck reported on Equipment and Grounds items. Rob additionally reported on the completed projects listed on the report as well as a future project for RAS pump rebuild. After discussion, motion by Commissioners Zielinski/Coburn to accept the operations report. Motion carried unanimously.

Budget, Finance, Personnel

Financial Statements. Accountant Voigt reported on the October 2020 financial statements. October Operations are showing an operations loss for the month as expected with the reduction in rates. The interest rates on investments have not changed. Accountant Voigt further reported MCO generated about \$2,600 in additional revenue for the Commission. Manager Much reported on additional cost sharing with the Commission for time now being spent by Accountant Voigt who is also performing accounting & bookkeeping functions for the Fox West Sewerage Commission. After discussion, motion made and seconded by Commissioners Bates/Weyenberg to approve the Accountant's Report for October 2020. Motion carried unanimously.

2020-2021 Snow Plowing Agreement. Accountant Voigt reported the previous snow plowing contractor indicated last year that due to health reasons he may not be able to continue plowing snow for this season. He has worked with Rathke Services, LLC last year and he is recommending then to take over his snow plowing accounts. Rathke Services, LLC will be charging the same rates that we were paying last year. Rob Franck reported he made contact with another company who had previously expressed an interest in snow plowing at our facility; this other firm is not able to take on any additional accounts at this time. After discussion, motion made and seconded by Commissioners Bates/Zielinski to approve the 2020-2021 Snow Plowing agreement with Rathke Services, LLC. Motion carried unanimously.

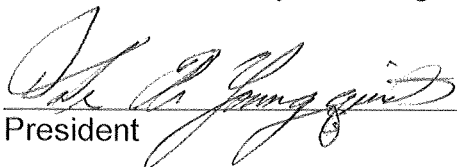
Update on future potential financing. Chad Olsen reported the Clean Water Fund application has been submitted.

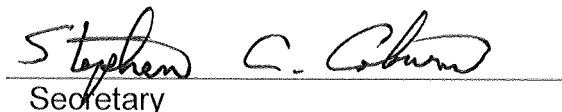
Update on Contract Renewal with Sonoco. President Youngquist reported the committee discussing this will be meeting immediately after this meeting to begin discussions.

Motion made and seconded by Commissioners Coburn/Zielinski to approve for payment MCO invoices #26390 and #26429 in the amounts of \$124,324.16 and \$442.78 with payment to be made after December 1, 2020. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Zielinski to approve Operating and Payroll Vouchers #138457 through #138503 in the amount of \$263,165.12 for the month of October 2020. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:10 a.m.

  
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President

  
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Secretary