

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday October 25, 2016

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

Present: Commissioners Forrest Bates, Kathy Bauer, Tim Hamblin, Raymond Zielinski, Dale Youngquist; Manager Paul Much, Accountant Roger Voigt.

Excused: Commissioners Mike Sams, Steve Coburn.

Also Present: Tom Kispert, Chad Olsen (McMAHON); Rob Franck, Randall Much (MCO).

Minutes

September 27, 2016 Public Hearing & Regular Meeting minutes: Motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the September 27, 2016 Public Hearing & Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

September 29, 2016 letter from Paul Much, NMSC Manager to Peter Nystrom.

RE: Requirements for wastewater discharge from the property of 590 Enterprise Drive, Neenah.

October 5, 2016 email from Paul Much, NMSC Manager to Peter Nystrom.

RE: Cost to investment group for engineering services to determine discharge limit.

Chad Olsen reported McMahan was approached by this investment group inquiring what is needed for pretreatment options. Commissioners discussed concern of McMahan working for both the NMSC and the investment group on this issue.

Old Business

Madison Street – Process to vacate. Commissioner Zielinski reported he has not received any feedback from the City.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. President Youngquist discussed the meeting held with Jon Myers and the understanding that was negotiated. A day or two after the meeting Jon Myers contacted President Youngquist and provided an alternative settlement after he talked with the Corporate Office; the alternative settlement is more financially beneficial to the NMSC. NMSC Attorney John Thiel reviewed the Settlement Agreement and everything in the agreement is fine. Commissioners discussed the Settlement Agreement and pointed out some clerical/grammatical errors to be corrected. After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the Settlement Agreement between the NMSC and Atlas Copco Compressors LLC contingent on the correction of the clerical errors. Motion carried unanimously.

on a roll call vote by Commissioners Bauer, Bates, Hamblin, Zielinski, Youngquist. The Commission asked Tom Kispert for the costs of the engineering, electrical, and installation that are the responsibility of the NMSC. Tom indicated the following: engineering - \$78,950, electrical - \$80,529, installation - \$282,250, totaling \$441,729.

Phosphorus Removal. Manager Much reported they will begin a trial test of a new chemical starting on Monday (October 31). The product is Hyperion 1997 and is a poly aluminum chloride.

McMahon proposals. Motion made and seconded by Commissioners Zielinski/Bates to discuss the two Agreements for Professional Services received from McMahon Associates. Motion carried unanimously. Chad Olsen discussed the McMahon proposal for preliminary engineering of a polymer feed system; the current system is undersized for the centrifuges. The preliminary engineering will determine the size of the polymer system needed, solicit budgetary quotations, summarize findings, and make recommendations. The fee is \$4,400. After discussion, motion made and seconded by Commissioners Bates/Bauer to approve the Polymer Feed System Preliminary Engineering with McMahon. Motion carried unanimously. Chad Olsen discussed the proposed agreement for representation of the NMSC regarding the draft NMSC WPDES permit. Chad further explained the process of dealing with the person who drafted the WPDES permit and the process to receive an extended compliance schedule to meet the new phosphorus limits; the work is almost complete. After discussion, motion made and seconded by Commissioners Bates/Bauer to approve the Agreement for Professional Services with McMahon for Representation of the draft NMSC WPDES permit. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of September 2016. The plant is operating well, there are no operating issues. The influent zinc testing in the sewer system has been suspended; we have been receiving small hits but no large hits. Franck discussed his report on new equipment issues; Boilers – Synex provided recommendations for changing controller set points. Rob discussed the items in the Equipment & Grounds Report: we have replaced electrical breakers in the plant; the sample line check valve, plug valve, automatic ball valve, and piping were replaced at the Waverly Metering station. Commissioner Bates questioned if the Operating Report and the Financial Statements should be updated for the change in the Town of Menasha to the Village of Fox Crossing. Accountant Voigt indicated we are still issuing invoices to the Town of Menasha Utility District; President Youngquist indicated this will be changed in the near future. After discussion motion made and seconded by Commissioners Zielinski/Bates to approve the Operating Report for the month of September 2016. Motion carried unanimously.

iReportPlus reporting software. They are waiting for the SCADA to be completed, for a software update from the software company, a review of the reports, and training with the system.

Engineering Update. Tom Kispert reported the status of the following: PLC's - on the last step for completion; SCADA – need to test the alarm dial-outs and publish the final screens; Centrifuges – some of the needed information on the units have been coming in.

Budget, Finance, Personnel

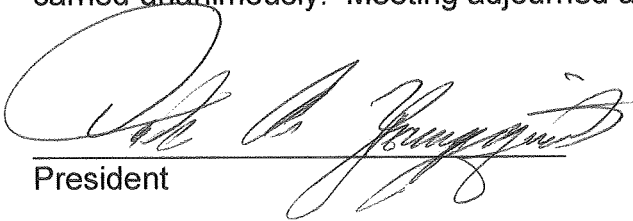
Accountant Voigt discussed the financial statements and the cash & investment report for the month of September 2016. The Commission will likely show a loss in operations at the end of the

year. After the last meeting Accountant Voigt was contacted by First National Bank-Fox Valley (FNB) vice-president Kathy Blumreich and was told FNB would be increasing the ICS CDARS to compete with the rates by the State of Wisconsin Investment Pool. Currently the rates are set to be 0.03% higher than the State Pool; the current rate at FNB is now 0.46%. The Clean Water Fund semi-annual interest payment is due on Tuesday November 1; the amount due is \$243,862.00. MCO generated \$2,700 in income to the Commission in September. Accountant Voigt reported he was contacted by our insurance agent, Chris Reichelt. He reported he is working on receiving competing quotes and will be at the November meeting to present. After discussion, motion made and seconded by Commissioners Bates/Bauer to accept the Accountant's Report for the month of September 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Sambs/Bates to approve for payment MCO invoices #20845 and #20891 in the amounts of \$126,852.99 and \$741.70 with payment to be made after November 1, 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Hamblin to approve Operating and Payroll Vouchers #135882 through #135940 in the amount of \$322,877.53 and Construction Fund Voucher #255 in the amount of \$6,000.00 for the month of September 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:20 a.m.



President



Secretary