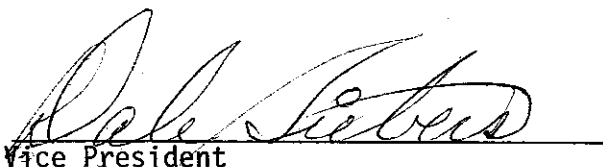
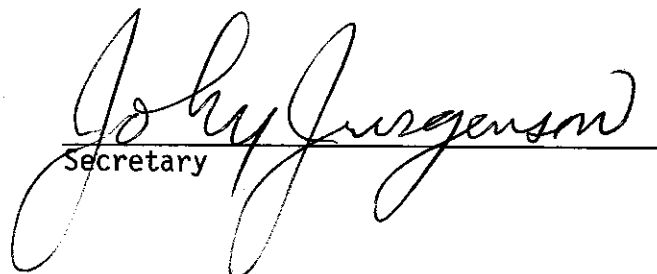


Regular Meeting  
12/12/89

Moved by Commissioner Mulvey, seconded by Commissioner Gross to approve Operating Fund Vouchers #12038 thru #11104 in the amount of \$128,039.35 and Payroll Vouchers #17371 thru #17387 in the amount of \$6,747.54 for the month of November, 1989. Motion carried on unanimous roll call vote.

Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to adjourn the meeting. All present voting aye; Nays, none. Motion carried. Meeting adjourned at 5:20 P.M.

  
Vice President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

January 9, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Gross, Finger, Mulvey, Austin;  
Manager Much; Accountant Voigt; Dick Panke; Art Selbach

Absent: None

Moved by Commissioner Gross, seconded by Commissioner Mulvey to accept the minutes of the Regular Meeting of December 12, 1989 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 12/12/89 letter to Accountant Voigt from Mayor Laux (Menasha);  
re: U.S. Paper Expansion
2. 12/26/89 letter to NMSC from S.D.#4;  
re: U.S. Papers Expansion
3. 12/15/89 letter to Marathon Engineering from Manager Much;

carried unanimously.

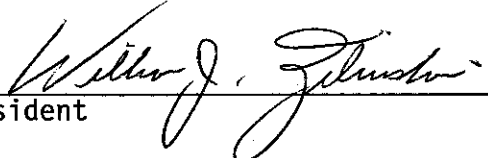
New Business

Moved by Commissioner Austin, seconded by Commissioner Mulvey to have the Secretary submit an unanimous vote to retain the current officers for another year. Motion carried unanimously.

President William Zelinski  
 Vice President Dale Siebers  
 Secretary John Jurgenson  
 Treasurer Robert Gross

Moved by Commissioner Finger, seconded by Commissioner Siebers to approve Operating Fund Vouchers #12105 thru #12156 in the amount of \$95,096.26 and Payroll Vouchers #17388 thru #17409 in the amount of \$6,626.31 for the month of December, 1989. Motion carried unanimously.

Moved by Commissioner Mulvey, seconded by Commissioner Finger to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 4:50 P.M.

  
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 President

  
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 Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

January 23, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Gross, Finger, Mulvey, Austin; Manager Much; Accountant Voigt; Dennis Lamers; Ron Bunkert; Dick Panke

Absent: None

Moved by Commissioner Mulvey, seconded by Commissioner Gross to accept the minutes of the Regular Meeting of January 9, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 1/9/90 letter from McMahon Assoc. to NMSC:  
 re: Sewer system mapping  
 Moved by Commissioner Jurgenson, seconded by Commissioner Siebers to authorize Manager Much to review the system and determine if it is critical to locate any missing manholes and to forward a copy of the system to the cities. Motion carried unanimously.
2. 1/12/90 letter from Marsh & McLennan to Kemper Insurance;  
 re: Payment of boiler claim to NMSC by Kemper Insurance
3. 1/21/90 letter to Martenson & Eisele from S.D.#4;  
 re: Five Oaks Mobile Home Park Water Main Extension

Budget, Finance, Personnel

Discussion was held on the 1988 Single Audit Report. Moved by Commissioner Mulvey, seconded by Commissioner Finger to accept the Audit Report and place it on file. Motion carried unanimously.

Operations, Engineering, Planning

NMSC Operating Report for December, 1989 was discussed. Moved by Commissioner Jurgenson, seconded by Commissioner Gross to accept the Operating Report and place it on file. Motion carried unanimously.

Discussion was held on the Alternate Power Source. It was reported that the original estimated cost of \$30,000 is now about \$4,000 to provide the second power source to the NMSC. Moved by Commissioner Mulvey, seconded by Commissioner Gross to inform Menasha Utilities that the NMSC wants an automatic switch installed. Motion carried unanimously.

Regular Meeting  
January 23, 1990  
cont.

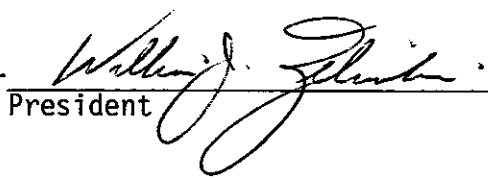
The MCO Contract Adjustment was discussed. The proposed MCO Contract, for 1990, is a 3.35% increase. Moved by Commissioner Siebers, seconded by Commissioner Finger to accept the MCO Contract with a 3.35% increase and authorize Commission officers to execute the agreement. Motion carried on unanimous roll call vote.

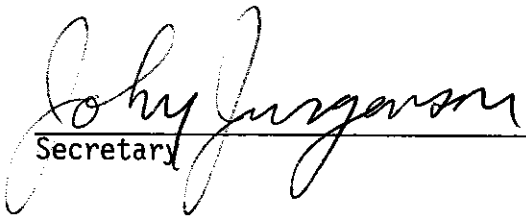
Discussion was held on Government Affairs Seminar. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to authorize sending any individual to the seminar. Motion carried unanimously.

Discussion was held on the Wisconsin Tissue Mills easement. Attorney Goggin has received no response regarding an easement on Wisconsin Tissue Mills property. Wisconsin Tissue Mills is not interested in agreeing to any of the terms the NMSC has been offering to them to re-define our current easement.

Manager Much reported that the proposed new office building, to be built, in Menasha, is currently designed to be built over the Commission interceptor. The Commission is not in favor of having any construction over any of our current interceptors.

Moved by Commissioner Mulvey, seconded by Commissioner Finger to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:00 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

February 13, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Gross, Finger, Austin, Mulvey;  
Manager Much; Accountant Voigt; Secretary Stevenson; Dick Panke; Jim Spaay (Menasha)

Absent: None

Moved by Commissioner Mulvey, seconded by Commissioner Finger to accept the minutes of the Regular Meeting of January 23, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 1/19/90 letter to NMSC from DNR;  
re: Notice Of Intent To Apply Form - Dechlorination Facilities
2. 1/29/90 letter to Jim Spaay (Menasha) from DNR;  
re: User Charge System/Sewer Use Ordinance & Monitoring Program
3. 1/31/90 letter to John Wilke (Neenah) from Manager Much;  
re: Re-mapping of interceptor sewer system.
4. 1/31/90 letter to Mark Radtke (Menasha) from Manager Much;  
re: Re-mapping of interceptor sewer system
5. 2/1/90 letter to Menasha Utilities from MCO;  
re: Neenah-Menasha WWTP Stand-By Electric Service.  
Commission authorized Manager Much to request a detailed report on the Stand-By Electric Service from McMahon Assoc. to be discussed further when report is complete.
6. Lake Michigan District Regional Operators Association Meeting.  
Moved by Commissioner Finger, seconded by Commissioner Siebers to authorize two operators to attend such meeting. Motion carried unanimously.
7. 2/2/90 letter to Manager Much from Mayor Laux (Menasha);  
re: Odor Problems From Treatment Plant.  
Manager Much was authorized to send a letter to Mayor Laux stating what is being done to control such odors.
8. 1/30/90 letter to all industries in pretreatment program from Manager Much;  
re: Areas of concern and required changes by EPA.

cont...

Regular Meeting  
February 13, 1990 cont...

9. Spring Sludge Symposium  
Moved by Commissioner Jurgenson, seconded by Commissioner Finger to authorize Manager Much and Terry Wingrove to attend such meeting. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt presented the 2nd Quarter O&M Rates. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept and set the 2nd Quarter O&M rates as proposed by Accountant Voigt. Motion carried unanimously.

Discussion was held on mileage allowance according to the IRS. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to set the mileage allowance at 25.5¢/mile (IRS limit).

Operations, Engineering, Planning

Manager Much presented MCO Invoice #1141 in the amount of \$39,211.13 for the month of January, 1990. Moved by Commissioner Siebers, seconded by Commissioner Jurgenson to approve and pay Invoice #1141. Motion carried on unanimous roll call vote.

Discussion was held on City of Neenah request for sanitary sewer extension on Tullar Road. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to approve such request. Motion carried unanimously.

Compliance Maintenance Resolution was presented. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to approve such resolution. Motion carried unanimously.

Manager Much reported that he received a call from Mayor Carpenter (Neenah) regarding U.S. Paper Mills' request to increase their waste load to the plant. Mayor Carpenter requested Commission consider adding provision to amended contract requiring decreased discharges from U.S. Paper if NMSC cannot meet its waste load allocation. Commission feels that this is not a problem to be addressed at this time.

New Business

Jim Spaay (Menasha) presented and discussed two alternate plans to re-route the NMSC's interceptor downtown Menasha due to the redevelopment plan. Moved by Commissioner Jurgenson, seconded by Commissioner Gross to approve the City of Menasha's request to re-route the Commission's interceptor on Main Street and requested that the City of Menasha work with Manager Much and keep the Commission informed on activities taking place. Motion carried.

Jim Spaay (Menasha) reported that he has received a complaint of ground settling from a resident at 708 Milwaukee Street. Because it seems to be on Commission property, Commissioner Mulvey and Manager Much will check it out. Manager Much will write a letter to the resident.

Moved by Commissioner Jurgenson, seconded by Commissioner Gross to approve Operating Fund Vouchers #11157 thru #11113 in the amount of \$87,940.89 and Payroll Vouchers #17410 thru #17419 in the amount of \$6,505.90 for the month of January, 1990. Motion carried on unanimous roll call vote.

Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:15 P.M.

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President

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Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingFebruary 27, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Finger, Austin, Mulvey; Manager Much; Accountant Voigt; Secretary Stevenson

Absent: Commissioner Gross was excused.

Moved by Commissioner Austin, seconded by Commissioner Mulvey to accept the minutes of the Regular Meeting of February 13, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 2/14/90 letter to Manager Much from DNR;  
re: Use of Laboratory Facilities
2. 2/15/90 letter to Mayor Laux (Menasha) from Manager Much;  
re: Plant Odors
3. 2/15/90 letter to John Wilke (Neenah) from Manager Much;  
re: Acceptance of wastewater from proposed sewer extension on Tullar Road
4. 2/14/89 letter to Accountant Voigt from Gilbert Paper Company;  
re: No objection to U.S. Papers' request to increase their share of WWTP.  
Manager Much was authorized to call U.S. Paper to inquire as to when the new machine was put into operation.
5. 2/19/90 letter to Municipal and Industrial Dischargers from DNR;  
re: Meeting to discuss options for continuing the activities of the former FVWQPA.  
Manager Much will attend.
6. 2/23/90 letter to Ray Zielinski (Menasha) from AttorneyGoggin;  
re: NMSC Industrial Pretreatment Ordinance

Budget, Finance, Personnel

Accountant Voigt presented and discussed the December, 1989 Financial Statements. Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to accept the December, 1989 Financial Statements and place them on file. Motion carried unanimously.

Accountant Voigt presented and discussed the 1989 Year-End Adjustment. Moved by Commissioner Mulvey, seconded by Commissioner Finger to approve the 1989 Year-End Adjustment made to the contracting entities on the figures in the 1989 Audit. Motion carried unanimously.

Accountant Voigt presented and discussed the NMSC Depreciation Fund. Subject was tabled.

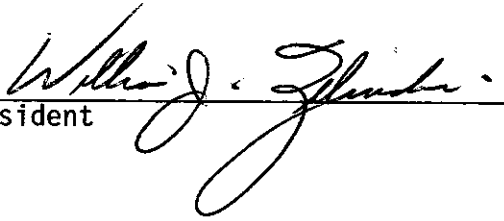
Accountant Voigt presented and discussed the January, 1990 Financial Statements. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept the January, 1990 Financial Statements and place them on file. Motion carried unanimously.

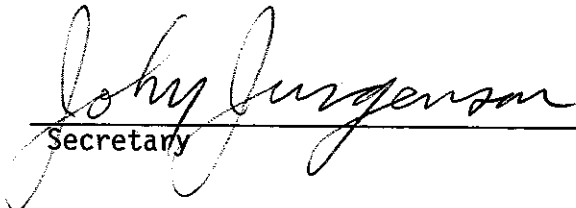
Operations, Engineering, Planning

Manager Much discussed the Stand-By Electric Service. Discussions are continuing with Menasha Utilities concerning a hot stand-by service and combined metering.

Manager Much presented and discussed contract for lab services. Moved by Commissioner Finger, seconded by Commissioner Mulvey to approve the contract for lab services with the dates to be concurrent with the MCO contract. Motion carried on unanimous roll call vote.

Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:00 P.M.

  
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President

  
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Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingMarch 13, 1990

Meeting called to order by Commission Vice President Siebers at 11:30 A.M.

Present: Commissioners siebers, Finger, Austin, Mulvey; Manager Much; Accountant Voigt; Secretary Stevenson; Dick Panke

Excused: Commissioners Zelinski, Gross, Jurgenson

Moved by Commissioner Mulvey, seconded by Commissioner Austin to accept the minutes of the Regular Meeting of February 27, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 3/6/90 letter to Manager Much from DNR;  
re: Compliance Maintenance Annual Report

Budget, Finance, Personnel

Accountant Voigt presented and discussed appraisal quotes on the building and contents. Subject tabled until the next Regular Meeting on 3/27/90.

Operations, Engineering, Planning

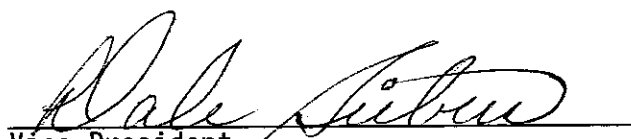
Manager Much presented MCO Invoice #1154 in the amount of \$39,669.91. Moved by Commissioner Mulvey, seconded by Commissioner Finger to authorize payment of Invoice #1154. Motion carried unanimously.

Manager Much discussed the need for sludge storage for the next year. Subject will be studied and discussed at another meeting.

Manager Much presented and discussed the Operating Report for January, 1990. Moved by Commissioner Mulvey, seconded by Commissioner Finger to approve the Operating Report for January, 1990. Motion carried unanimously.

Moved by Commissioner Finger, seconded by Commissioner Austin to approve Operating Fund Vouchers #12214 thru #11176 in the amount of \$97,662.63 and Payroll Vouchers # 17420 thru #17436 in the amount of \$6,522.93 for the month of February, 1990. Motion carried unanimously.

Moved by Commissioner Mulvey, seconded by Commissioner Finger to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 11:50 A.M.

  
Vice-President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingMarch 27, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Finger, Mulvey; Manager Much; Accountant Voigt

Excused: Commissioners Austin and Gross

Moved by Commissioner Mulvey, seconded by Commissioner Finger to accept the minutes of the Regular Meeting of March 13, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

- A. 3/12/90 payback check to NMSC for laboratory services.

cont.

Regular Meeting  
 March 27, 1990  
 cont.

- B. 3/13/90 letter to Manager Much from Kimberly Clark DF South;  
 re: Additional Discharge of Cellulose Fiber.  
 Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey  
 to approve request of Kimberly Clark to discharge an additional  
 100 lbs./day of fiber. Motion carried unanimously.
- C. 3/15/90 letter to President Zelinski from DNR;  
 re: Clean Water Fund Priority Value
- D. Note from DNR - Air Emissions
- E. 3/23/90 letter to Wisconsin Tissue Mills from Manager Much;  
 re: Commission easement through WTM property

#### Budget, Finance, Personnel

Appraisal quotes on the building and contents were tabled until the next regular meeting on April 10, 1990.

Accountant Voigt presented and discussed the Financial Statements for February, 1990. Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to accept the Financial Statements for February, 1990 and place them on file. Motion carried unanimously.

#### Operations, Engineering, Planning

Discussion was held on the Neenah interceptor system. Manager Much reported that on 1/14/86, the Commission was authorized to Quit Claim portions of the Neenah Interceptor to Neenah. NMSC would like to have City of Neenah prepare a Quit Claim for Commission approval.

Discussion was held on the request of Dave Schmalz, of McMahon Assoc., to make needed corrections to the Interceptor Map that was presented to the Commission. These corrections are a result of the City of Neenah disputing what was originally prepared by McMahon based on City of Neenah and City of Menasha input.

Commission recommends to have the City of Neenah prepare a map for the Commission to show what interceptors are to be Quit Claimed to the City.

Commission will also check with Attorney Goggin as to any possible legal ramifications to turning over any Commission interceptors.

Discussion was held regarding maps showing flows of March 14 and what action Commission may take.

February, 1990 Operating Report was presented and discussed. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept the February, 1990 operating report and place it on file. Motion carried unanimously.

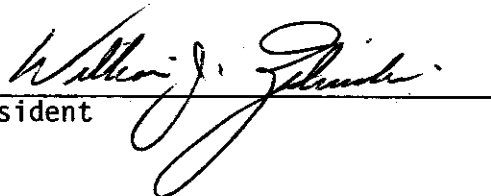
#### Old Business

Manager Much reported that the power feed from Menasha is still being worked on.

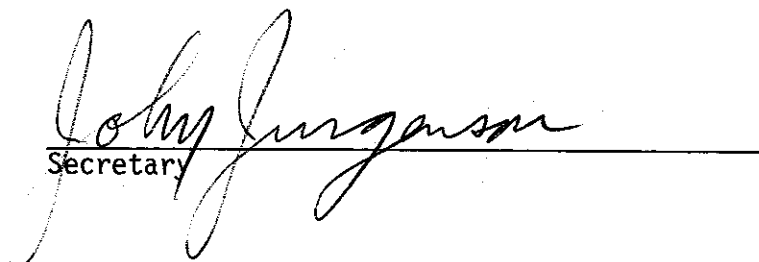
Sludge Storage - Commission will need to make decisions on additional storage by fall. McMahon Assoc. will provide cost to do study for storage options.

Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:15 P.M.

President



Secretary



## NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

April 10, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Gross, Finger, Austin, Mulvey;  
Manager Much; Accountant Voigt; Secretary Stevenson; Carl Verhagen

Absent: None

Moved by Commissioner Mulvey, seconded by Commissioner Finger to accept the minutes of the Regular Meeting of March 27, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 4/4/90 letter to Manager Much from Mulcahy & Wherry, S.C.;  
re: Spring Seminar on legal matters in public sector law.  
Letter will be placed on file.

Budget, Finance, Personnel

Accountant Voigt presented and discussed appraisal quotes on buildings and contents. Commissioners Jurgenson and Austin suggested Accountant Voigt contact the Neenah Joint School District and Menasha Utilities regarding appraisal sources. Moved by Commissioner Jurgenson, seconded by Commissioner Austin that Fidelity Appraisal Company be hired to appraise the NMSC buildings and contents at a cost not to exceed \$4,900. Motion carried on unanimous roll call vote.

Accountant Voigt reported that he has contacted Corporate Risk Management regarding their perusal of our insurance policies. He will report back at a future meeting.

Operations, Engineering, Planning

Manager Much presented MCO Invoice #1166 in the amount of \$39,931.29 for the month of March, 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to approve such invoice. Motion carried unanimously.

Manager Much presented and discussed McMahon Associates' Agreement for professional services regarding an evaluation of sludge storage alternatives. Moved by Commissioner Gross, seconded by Commissioner Mulvey to accept the Agreement with McMahon Associates for a sludge storage options study at a cost of \$6,700. Motion carried on unanimous roll call vote.

Carl Verhagen presented Menasha Utilities' proposal for a hot stand-by service to the NMSC. He stated that he is in favor with everything in the proposal except the section on claim for damages. Manager Much and Mr. Verhagen will discuss this with Menasha Utilities and report back with a revision. Commissioners stated that this subject is very urgent and we must proceed quickly.

Manager Much discussed the VFD's on the RAS pumps. He presented quotes to install the 5 VFD's. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to authorize Kuehl Electric to install the 5 VFD's on the RAS pumps at a cost not to exceed \$2,450. Motion carried unanimously. Reliance Electric will start up the VFD's.

Manager Much reported on the quit-claim of interceptors to the City of Neenah. Subject put on hold.

Moved by Commissioner Siebers, seconded by Commissioner Jurgenson to approve Operating Fund Vouchers #12277 thru #12370 in the amount of \$97,039.84 and Payroll Vouchers #17437 thru #17458 in the amount of \$10,037.77 for the month of March, 1990. Motion carried on unanimous roll call vote.

Moved by Commissioner Jurgenson, seconded by Commissioner Finger to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:15 P.M.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary



NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingApril 24, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Mulvey, Finger; Manager Much; Accountant Voigt; Secretary Stevenson; Paul Dingee (CPA); Ron Bunkert

Excused: Commissioners Austin and Gross

Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to accept the minutes of the Regular Meeting of April 10, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 4/16/90 letter to Manager Much from Attorney Goggin:  
re: Waverly Sanitary District. Manager Much was authorized to contact Attorney Goggin and request that a response be written to Attorney Hartzheim's letter of 4/12/90 regarding the term of office for NMSC Commissioners and that such response be presented to the NMSC at the next regular meeting on May 8, 1990 for approval before being sent out.
2. 4/18/90 letter to Manager Much from John Wilke (Neenah);  
re: City of Neenah will televise 36" interceptor looking for I/I.
3. 4/19/90 letter to Manager Much from Lower Green Bay and Fox River Remedial Action Plan Committee; re: Meeting to be held May 9, 1990 for purpose of discussing ideas for removing more phosphorus from plant effluent. Manager Much was authorized to attend.
4. 3/12/90 memo to Manager Much and NMSC from Wisconsin Bell Communications;  
re: Proposed conversion to Digital Centrex by City of Neenah. Commission will change over.

Budget, Finance, Personnel

Paul Dingee (CPA) presented and discussed the NMSC Audit for 1989. Commission accepted the rough draft of the Audit, as presented by Mr. Dingee, and will formally approve the final form when it is presented at the Regular Meeting on May 8, 1990. Single Audit will be presented at that meeting also.

Accountant Voigt presented and discussed the Financial Statements for March, 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept the Financial Statements for March, 1990, as presented by Accountant Voigt. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the Operating Report for March, 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to accept the Operating Report for March, 1990 and place it on file. Motion carried unanimously.

Manager Much reported that a discussion was held with Menasha Utilities regarding the proposed redundant service to NMSC and that Menasha Utilities will modify their proposal and present it to the Commission at the meeting on May 8, 1990.

Manager Much presented and discussed the Annual Operating Report for 1989. Copies will be sent to each contracting entity.

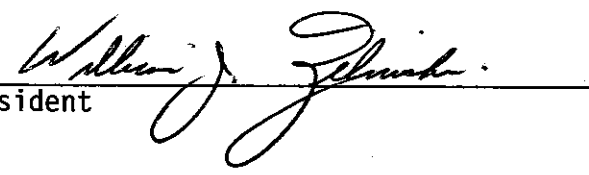
Manager Much reported that tests for copper should be taken throughout the City of Menasha. Moved by Commissioner Siebers, seconded by Commissioner Jurgenson to authorize testing of copper with required sampler rented at a rate of \$10/day. Motion carried unanimously.

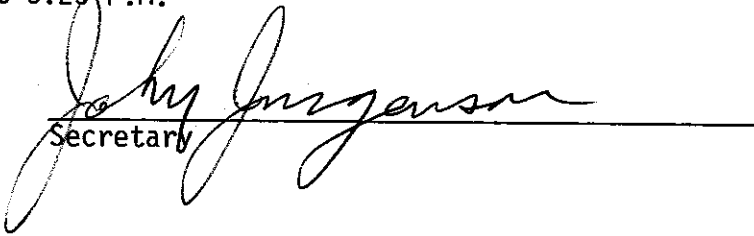
Manager Much presented and discussed the April payback check to the Commission in the amount of \$1,683.60.

Accountant Voigt presented an appraisal update. He has checked with various references regarding the quality of work done by Fidelity Appraisal. Fidelity will be authorized to appraise the building and contents for the NMSC.

Manager Much presented a request by Maintenance Supervisor Peichl for an elevated work platform. Moved by Commissioner Finger, seconded by Commissioner Mulvey to authorize Mr. Peichl to purchase an elevated work platform at a cost of \$3,950.00. Motion carried on unanimous roll call vote.

Moved by Commissioner Jurgenson, seconded by Commissioner Finger to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:25 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingMay 8, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Gross, Mulvey, Finger, Austin;  
Manager Much; Accountant Voigt; Secretary Stevenson; Jim Potratz (Gizmo Farms)

Absent: None

Moved by Commissioner Mulvey, seconded by Commissioner Finger to accept the minutes of the Regular Meeting of April 24, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 4/25/90 letter to Attorney Hartzheim from Attorney Goggin;  
re: Term of office for NMSC Commissioners. Moved by Commissioner Jurgenson, seconded by Commissioner Siebers to authorize Attorney Goggin to send his letter of 4/25/90 to Attorney Hartzheim along with his invoice for such services. Motion carried unanimously.
2. 4/30/90 letter to Manager Much from a resident of the City of Menasha;  
re: Sanitary Sewer and Water Services. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to authorize Manager Much to inform such resident of the City of Menasha that this subject is not the jurisdiction of the NMSC and place letter on file. Motion carried unanimously.
3. 5/8/90 letter to Jim Spaay (City of Menasha) from Manager Much;  
re: High loads from the City of Menasha
4. 4/17/90 memo to Linda Vogen (Lake Michigan District DNR) from State DNR;  
re: Water Quality-Based Effluent Limits for Neenah-Menasha POTW new permit.
5. 4/24/90 letter to Manager Much from Jim Spaay (City of Menasha);  
re: American Quality Fiber-Industrial Property. (Sanitary Sewer Extension Request). Moved by Commissioner Jurgenson, seconded by Commissioner Finger to refer the Sanitary Sewer Request from American Quality Fiber back to S.D.#4 for approval. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt presented the final 1989 Audit Report. Report will be put on agenda for the next regular meeting on May 22, 1990 for approval. 1989 Federal Financial Single Audit will be put on agenda for approval also.

Operations, Engineering, Planning

Manager Much presented and discussed MCO Invoice #1185 for the month of April in the amount of \$39,810.39. Moved by Commissioner Mulvey, seconded by Commissioner Austin to approve and pay MCO Invoice #1185 in the amount of \$39,810.39. Motion carried on unanimous roll call vote.

Manager Much discussed the request from S.D.#4 for NMSC to monitor Waverly loadings. He suggested that NMSC sample Waverly for three days to compare findings with readings at the 9th Street metering station. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey that such sampling be done at no cost to the Commission. Motion carried.

Manager Much reported that sludge is now being pressed.

Manager Much reported that problems are being noted with the methane engines. Piping may need to be replaced. He will obtain costs to replace the piping and report back at the next meeting on May 22. Could be paid for out of equipment replacement fund.

President Zelinski suggested a summer meeting schedule for the months of June, July and August. Moved by Commissioner Jurgenson, seconded by Commissioner Gross to schedule the regular meetings of the NMSC for the second Tuesday of each month during June, July and August, at 4:15 P.M. with special meetings called, if necessary. Motion carried unanimously.

Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to approve Operating Fund Vouchers #12371 thru #12437 in the amount of \$75,152.67 and Payroll Vouchers #17459 thru #17474 in the amount of \$6,725.11 for the month of April, 1990. Motion carried unanimously on a roll call vote.

Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:10 P.M.

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President

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Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingMay 22, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Gross, Mulvey, Finger, Austin; Manager Much; Accountant Voigt; Secretary Stevenson; Jim Peichl

Absent: None

Moved by Commissioner Jurgenson, seconded by Commissioners Siebers to accept the minutes of the Regular Meeting of 5/8/90 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 5/9/90 Memo To Municipalities With Approved Pretreatment Programs from DNR; re: Pretreatment Workshops. Manager Much will attend.
2. 5/11/90 letter to President Zelinski from DNR; re: EPA Pretreatment Compliance Inspection Report For NMSC
3. 5/16/90 letter to DNR from Manager Much; re: NMSC Cyanide Data
4. 5/17/90 letter to Dars Electronics from Manager Much; re: Existing and Design Flow & Loading Data For Neenah-Menasha WWTP
5. Letter to Attorney Hartzheim from Attorney Goggin; re: Terms of NMSC Commissioners. Commission authorized Accountant Voigt to breakdown bill from Attorney Goggin and send part pertaining to Waverly Sanitary District's request on NMSC Commissioners terms to Waverly Sanitary District for payment

Budget, Finance, Personnel

Accountant Voigt presented and discussed the 1989 Federal Financial Single Audit. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to accept the 1989 Federal Financial Single Audit and place it on file. Motion carried unanimously.

Accountant Voigt reported that the 1989 Audit Report seems to be in order. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to accept the 1989 Audit Report and place it on file. Motion carried unanimously.

Accountant Voigt presented and discussed the Financial Statements for April, 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept and approve the Financial Statements for April, 1990. Motion carried unanimously.

Accountant Voigt presented and discussed the 3rd Quarter O & M & R Rates. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept the established 3rd Quarter O & M & R Rates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the Operating Report for April, 1990. Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to accept the Operating Report for April, 1990 and place it on file. Motion carried unanimously.

Manager Much reported that he is waiting for more quotes on the costs for piping for the methane engines.

Manager Much and Carl Verhagen (McMahon) discussed the Menasha Utilities Proposed Redundant Service to the NMSC. Mr. Much reported that during the storm on May 10, 1990, there was a total blackout in the City of Menasha which affected the N-M WWTP. Mr. Verhagen stated that the proposal, from Menasha Utilities, is a workable proposal which would cost approximately \$24,000 + the additional monthly charge. He stated that there is some risk though in that it will do no good to the Commission if the power goes out in the whole City of Menasha. Commissioners questioned the cost estimate for a new generator. Manager Much stated that a back-up source is definitely needed. Moved by Commissioner Jurgenson, seconded by Commissioner Siebers to table the subject until the next meeting and authorized Manager Much to obtain cost estimates of a new generator and to present them at the next regular meeting on June 12. Motion carried unanimously.

Manager Much reported on a meeting he attended regarding the Lower Green Bay & Fox River Remedial Action Plan. He stated that phosphorus limits may be lowered in a couple of years.

Plant Flows at the NMSC WWTP, from the City of Neenah, City of Menasha and S.D.#4 were discussed. Commissioner Siebers questioned what is being done regarding Neenah spikes. Manager Much was authorized to peruse the Contract-Ordinance to see what, if any, action can be taken to correct this.

cont.

Regular Meeting  
May 22, 1990

Manager Much reported on sludge storage options. He stated that liquid storage and liquid hauling would be very expensive and suggested looking at purchasing property to build an on-site liquid

June 12, 1990 cont...

DNR, it was moved by Commissioner Gross, seconded by Commissioner Finger to make a loan application to the state for generator and sludge storage building funding. Motion carried unanimously.

Moved by Commissioner Jurgenson, seconded by Commissioner Austin that the NMSC proceed with Option #2 for proposed stand-by generation at the Neenah-Menasha WWTP, with project management, at a cost of \$262,800, subject to financing arrangements. Motion carried on unanimous roll call vote.

Manager Much discussed Ordinance-Contract provisions governing I/I. According to the Ordinance-Contract, NMSC has the power to make inspections of all users and local sewer systems. NMSC may issue cease and desist orders for any violation of ordinance-contract or rules and regulations of NMSC. Commission may give contracting users notice of excessive I/I and the User has 180 days to present NMSC with workable plan to rehab. sewers.

Tom Vik (McMahon Assoc.) presented and discussed a Preliminary Report on Sludge Storage for the NMSC. Existing silos have about 70 days storage volume and NMSC feels that 150 to 180 days of storage are needed. The following alternatives were evaluated on a preliminary basis:

A. Liquid

1. Optimization of existing system.
2. Additional liquid storage tanks.
3. Pre-thicken sludge with gravity belt thickener prior to storage.

B. Cake Storage

1. Use existing sludge storage tanks for cake storage.
2. Enclosed structure (concrete bays with metal building enclosure)

After discussing pros and cons of each alternative, it was decided that the only remaining viable options are on-site or off-site cake storage. On-site cake storage, while the most desirable from a handling and management standpoint, is not recommended because of site space limitations, proximity to residential areas, and significant odor potential. McMahon recommends off-site storage of cake be evaluated. Commissioner Mulvey suggested contacting Omro, Winneconne, and Oshkosh about a storage facility on county land. Commissioners Jurgenson and Siebers felt that on-site storage would be more economical. Subject will studied further.

Accountant Voigt discussed a Tape Drive Back-Up System for the computer. Moved by Commissioner Siebers, seconded by Commissioner Gross to approve \$700 for the Tape Drive Back-Up System and that back-ups be stored off-site. Motion carried unanimously.

Manager Much presented the Operating Report for May, 1990. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to accept the Operating Report for May, 1990 and place it on file. Motion carried unanimously.

Moved by Commissioner Jurgenson, seconded by Commissioner Finger to approve Operating Fund Vouchers #12438 thru #12503 in the amount of \$79,245.79 and Payroll Vouchers #17475 thru #17491 in the amount of \$6,575.38 for the month of May, 1990. Motion carried unanimously.

Moved by Commissioner Jurgenson, seconded by Commissioner Siebers to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:50 P.M.

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President

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Secretary

## NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

July 10, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Gross, Mulvey, Finger, Austin;  
Manager Much; Accountant Voigt

Also Present: Jim Peichl; Ron Bunkert; John Wilke (Neenah); Carl Verhagen and Tom Vik  
(McMahon); Mike King (Post Crescent)

Excused: Secretary Stevenson

Moved by Commissioner Austin, seconded by Commissioner Jurgenson to accept the minutes of the Regular Meeting of June 12, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. City of Neenah Flow Graphs for June 12-13-17-22-23-24-25;  
Commission viewed videotape of June 22 flow conditions at the plant.
2. S.D.#4 Flow Graphs for June 12-13-22-23-24.
3. City of Menasha Flow Graphs for June 22-23-24.  
Moved by Commissioner Jurgenson, seconded by Commissioner Siebers to schedule a Special Meeting of all users to discuss the high water situation and to plan some course of action in case future problems occur. Motion carried unanimously. Tentative date of meeting to be Thursday, July 19.
4. 6/19/90 letter to Menasha Utilities from McMahon Assoc.;  
re: NMSC Emergency Generator System.
5. 6/21/90 letter to Tim Maurer from Manager Much;  
re: Encroachments on NMSC Property
6. 6/25/90 letter to DNR from Manager Much;  
re: Notice of by-passing.
7. 7/30/90 letter to President Zelinski from Waverly Sanitary District;  
re: WSD representative on NMSC. Attorney Goggin's preliminary opinion is that Richard Finger is the current Commissioner.
8. 7/6/90 letter to Accountant Voigt from Attorney Hartzheim (Waverly S.D.) rejecting bill from NMSC for Attorney Goggin's time. Commission postponed any action on this subject until next Regular Meeting to allow review of Ordinance-Contract.

Budget, Finance, Personnel

Moved by Commissioner Siebers, seconded by Commissioner Jurgenson to hire Corporate Risk Managers, Inc. to provide services based on their Alternative Proposal of \$1500 plus expenses to survey current NMSC insurance coverages and make recommendations for changes. Motion carried unanimously.

Depreciation Fund - No action taken on establishing a fund until an opinion is received from Clayton Brown and Assoc.

Financial Statements - Accountant Voigt reported that the total income is up over last year at this time because of increased loadings to the plant, and a substantial decrease in rates may be expected for the 4th Quarter of 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to accept the Financial Statements for May, 1990 and place them on file. Motion carried unanimously.

Moved by Commissioner Jurgenson, seconded by Commissioner Finger to accept and pay McMahon Invoices #6784 (\$1,063.84); #6870 (\$187.47); #7217 (\$712.50); #7584 (\$133.13) for the NMSC Alternate Power Study from Capital Funds. Motion carried unanimously. Future financing for this will be requested from the State Clean Water Fund.

Moved by Commissioner Siebers, seconded by Commissioner Mulvey to accept and pay McMahon Invoice #7826 (\$1,340.00) for NMSC Sludge Storage Alterations from Capital Funds. Motion carried unanimously. Future financing for this will be requested from the State Clean Water Fund.

Discussion was held on McMahon Invoice #7980 (\$1,529.74) for additional services on the Interceptor Manhole Location of NMSC interceptors. It was the consensus of the Commission to have McMahon Associates re-itemize their billing showing contract amount, amount previously paid and time spent on the project and to have a McMahon representative re-explain why there were additional costs above the contract amount.

cont.

Regular Meeting  
July 10, 1990  
cont...

Commissioner Austin was excused from the meeting.

Manager Much presented and discussed MCO Invoice #1206 in the amount of \$40,093.07. Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to approve and pay MCO Invoice #1206 in the amount of \$40,093.07. Motion carried unanimously.

Tom Vik (McMahon Assoc.) presented an update for sludge storage options based on NMSC requests at the June 12 NMSC meeting. The following was presented:

1. Off-site storage would be difficult due to probable public opposition. Therefore, only on-site storage will be evaluated.
2. McMahon investigated the possibility of a joint municipal facility on Winnebago County landfill property. There was preliminary opposition to this. This option is not recommended to be pursued.
3. McMahon was authorized to pursue funding thru the Clean Water Fund for both the generator and sludge storage projects. In order to qualify for 1991 funding, plans and specs were to be submitted by June 30, 1990. To qualify for 1992 funding, the Commission will need to submit plans and specs by June 30, 1991. The Commission will be able to re-finance this project thru the Clean Water Fund providing the proper accounting procedures are followed under the State requirements.
4. McMahon Associates provided two alternatives for building additional storage on-site.
  - a. Integrate storage into the existing service building at an estimated cost of \$1,000,000. The disadvantage with this site is there would be no room for expansion.
  - b. Build additional storage adjacent to existing storage tanks at an estimated cost of \$1,200,000. The disadvantage with this location is that it uses space that was planned for future treatment tankage.

McMahon Associates recommends that the placing of the facility be coordinated with peak flow considerations.

After discussion of the report, Manager Much was authorized to contact Winnebago County to obtain permission to use the County Landfill for sludge disposal, under emergency situations.

The Commission will wait on making further decisions on the additional storage facility until after the Special Meeting on July 19.

Ashbrook Presses - More shafts on the presses have broken resulting in delays in sludge pressing. An Ashbrook representative admitted that they have had a faulty supply of shafts installed on some of their presses. Manager Much is to pursue having Ashbrook replace all the shafts on their presses during the winter months when the presses are shut-down.

Emergency Generator - Carl Verhagen (McMahon Assoc.) reported that a 1250 KW Generator would currently provide adequate power to run the plant. Due to high flow conditions, it was suggested to wait until after the Special Meeting on July 19 to discuss what size generator would need to be installed at the Treatment Plant.

Manager Much reported that the odor control tests with Potassium-Permanganate were discontinued. Chemical was being applied at a rate of \$30/ton and it still did not control the odor.

#### Old Business

The Mayor of Neenah requested that all Commission meeting packet material be sent to her. After discussion, it was moved by Commissioner Jurgenson, seconded by Commissioner Gross to send all Commission meeting packet material to the Mayor of the City of Neenah.

Commissioner Mulvey moved to amend the previous motion by adding that all material sent out should be held in confidence until after the meeting date. Amendment died due to lack of a second. Commissioners voting aye on original motion: Siebers, Jurgenson, Gross, Zelinski; Nays, Mulvey, Finger. Motion carried.

Moved by Commissioner Siebers, seconded by Commissioner Finger to approve Operating Fund Vouchers #12504 thru #12567 in the amount of \$89,639.39 and Payroll Vouchers #17492 thru #17508 in the amount of \$7,239.86 for the month of June, 1990. Motion carried on unanimous roll call vote.

Motion was made and seconded to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:40 P.M.

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President

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Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONSpecial MeetingJuly 19, 1990

Meeting called to order by Commission President Zelinski at 9:00 A.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Gross, Finger, Austin, Mulvey; Manager Much; Accountant Voigt; Secretary Stevenson.

Also Present:	Mayor Marigen Carpenter	Neenah
	John Wilke	Neenah
	Mayor Joe Laux	Menasha
	Mark Radtke	Menasha
	Harold Clifford	S.D.#4
	Gerald Quarford	S.D.#4
	Bob Wilms	S.D.#2
	Merl Eichoff	Waverly S.D.
	Steve White	Gilbert Paper Company
	Phil Schumacher	Gilbert Paper Company
	Keith Mutchler	U.S. Paper
	Joe Rieschl	U.S. Paper
	Ronald Bunkert	NMSC Employee
	Donald Klundt	Menasha Citizen
	Jim Potratz	Gizmo Farms, Inc.
	Sharon Theimer	Twin City News Record
	Steve Wideman	Northwestern

Absent: None

President Zelinski stated that the purpose of the meeting was to discuss I/I into the WWTP and whether a warning system is necessary to inform the public of excess flow at the plant. He stated that inflow must be stopped at the point of entry or capital must be provided to handle the excess at the plant.

Manager Much presented a history of flows at the plant and discussed the storm on 6/22/90.

Videotape of results of storm on 6/22/90 was presented.

The following questions were asked and discussed:

Quarford, S.D.#4: Did the plant ever overflow before?

Manager Much: No

Clifford, S.D.#4: Sewer rehab. is ineffective, in his opinion. Any excessive flow treated at the plant.

Wilke, Neenah: Commission is aware of Neenah's efforts to locate the first spike. They are not able to pinpoint where it comes from at this time. Long range plans are to try to find I/I. He stated that it is necessary to handle the flows now at the plant before the screw pumps go out and possibly to look into flow limits. More pumping capacity wouldn't help Neenah. Surcharged more in downtown area.

Jurgenson, NMSC: What are the consequences if there is a need to bypass? Moratorium. No add-on. DNR wouldn't permit additional bypassing.

Clifford, S.D.#4: Inquire as to what category 6/22 bypass was classified by DNR.

Jurgenson, NMSC: How does infiltration compare to others in area?

Manager Much: Depends on the age and size of the community. Ours is similar to situations at Appleton and Oshkosh.

Jurgenson, NMSC: Do you think we have the capabilities to restrict incoming flow?

Manager Much: Not at this point.

Gross, NMSC: We need an immediate solution: the contracting municipalities should be required to develop greater bypassing capacities.

Mayor Laux, Menasha: What do you mean by more bypassing?

Radtke, Menasha: More pump capacity to pump water into ditches or storm sewers.

Mayor Laux, Menasha: Can we meet our needs if our capacity is doubled?

Radtke, Menasha: Yes.

cont.



Special Meeting  
July 19, 1990  
cont...

Clifford, S.D.#4: We need to correlate what can legally be bypassed and if we can get into a category with no penalties. Perhaps we should talk to DNR together. I/I has been cast off by EPA.

Jurgenson, NMSC: Will the amount bypassed relieve the plant?

Manager Much: Bypassing from surcharged areas will likely have little impact on the flow to the treatment plant.

Gross, NMSC: Interceptor from S.D.#4 slightly above capacity.

Wilke, Neenah: Neenah did not observe any surcharge within 1 mile upstream from the plant.

Clifford, S.D.#4: If one user violates the bypassing limit will it result on a moratorium for the whole system or only that user?

Gross, NMSC: We are worrying more about moratoriums than saving the plant.

Manager Much: We need to know what to do with the plant.  
A. How to pump water out of wetwell?  
B. What will DNR allow us to bypass around secondary system?  
C. Need to increase the size of the chlorine contact tank?  
D. What are the impacts of new regulations?  
E. What are the impacts of new anti-degradation regulations which will govern lbs. limits.  
We may have trouble meeting permit in high flow conditions. It is in the hands of the DNR.

Wilke, Neenah: If flow is restricted in the headworks, it is doubtful that there would be trouble with the DNR. Adding pumping capacities might. Leave it up to each community.

Clifford, S.D.#4: It is in the contract about restricting flows.

Manager Much: May be liability factor in restricting flows.

Clifford, S.D.#4: Next Commission Meeting invite DNR to meeting. Plan must be approved by DNR anyway.

Zelinski, NMSC: What does DNR allow us to bypass into the chlorine system?

Manager Much: Cannot open the gate until 40 MGD. Then manually open it.

Wilke, Neenah: What is the time frame for adding pumping capacity?

Manager Much: Next year at the earliest if it is part of a plant upgrade.

Wilke, Neenah: Would take only a week's work to protect screw pumps. Other contracts - emergency type thing.

Zelinski, NMSC: Ideas on alarm system.

Jurgenson, NMSC: Up to individual communities. NMSC can notify Cities and industries and they can notify their people.

Radtke, Menasha: Cities are bypassing before being notified by the Commission.

Clifford, S.D.#4: Saving plant not germane at this time.

Manager Much: Saving screw pumps is.

Mutchler, U.S. Paper: Expressed concern over liability issue controlling flow restrictions which would protect screw pumps.

Radtke, Menasha: Shall we inform the insurance company if we install more gates?

Manager Much: If gates were an option, contact insurance carrier to see if liability coverage would be maintained. It probably wouldn't.

Mulvey, NMSC: Commission should not inform the homeowners. They should be informed by the City or Town they are paying the user fees to.

Jurgenson, NMSC: Check on gating. Check with Attorney Goggin or Insurance Company to see if covered.

cont...

Special Meeting  
July 19, 1990  
cont...

Quarford, S.D.#4: People in S.D.#4 call them when basements flood.

Gross, NMSC: Two things to be added:  
1. Commission must study additional pumping in the headworks.  
2. Municipalities must take steps to cut inflow and provide bypassing.

Mulvey, NMSC: Do we notify municipalities when abnormal flows are noticed?

Manager Much: We have a call list in case of a storm event. Flow graphs are sent to Neenah.

Zelinski, NMSC: Are the municipalities and industries getting enough information from the Commission?

Clifford, S.D.#4: Adequately handled last time.

Mayor Carpenter, Neenah: Public Protection is important. City of Neenah has a history of more effluent than it can handle. Had moratorium set at one time. Anything that is bypassed should be chlorinated, if possible, for public protection. Neenah is conducting sump pump checks. I think you should notify the people the best that you can. It's worth it.

Clifford, S.D.#4: I/I study not the right step to take. Have to be able to pump at the plant at the greatest capacity possible. Don't restrict the flow.

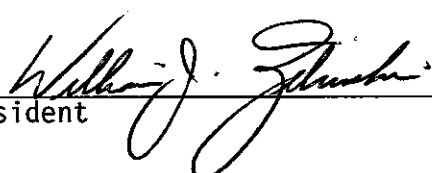
Zelinski, NMSC: Plant was built based on flow data supplied by each community. Commission will need DNR approval to increase capacity.

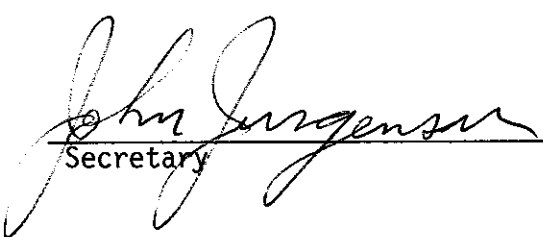
Radtke, Menasha: ECWRPC has designed a new sewer service area. The east side of Menasha will add area to the Sewer Service Area and will add to the problem at the plant. Must determine which is the most cost effective: Treat the extra flow; Take out the extra flow; or, Store the extra flow.

Wilke, Neenah: Commission should review future sewer extension requests and require stricter I/I Standards than normal. Radtke agreed.

Zelinski, NMSC: Keep communication lines open.

Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 10:20 A.M.

  
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President

  
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Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

August 14, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Jurgenson, Gross, Austin, Mulvey, Finger; Manager Much; Accountant Voigt; Secretary Stevenson; Mayor Joe Laux (Menasha); George and Jim Potratz (Gizmo Farms)

Also Present: See attached list.

Excused: Commissioner Siebers

Moved by Commissioner Mulvey, seconded by Commissioner Finger to accept the minutes of the Regular Meeting of July 10, 1990 and place them on file. Motion carried unanimously.

Moved by Commissioner Austin, seconded by Commissioner Mulvey to accept the minutes of the Special Meeting of July 19, 1990 and place them on file. Motion carried unanimously.

Mayor Joe Laux (Menasha), representing a group of very concerned citizens and neighbors of the wastewater treatment plant expressed great concern over the odor problem at the plant. Manager Much stated that the odor seems to be coming from the sludge pressing operation and that different chemicals have been added to the sludge to attempt to rid the plant of the odors. Many neighbors spoke out against the odor problem at the plant and had many ideas as to where it occurs and what to do about it. Mayor Laux stated that the odor problem should be at the top of the priority list in solving problems at the plant. He suggested getting an Odor Specialist in to investigate the problem. Commission stated, again, that they have been trying to solve the problem but it seems to be a generalized problem. Manager Much stated that, because of the uniqueness of the sludge at the plant, the odor problem is hard to locate and contain. After a very lengthy discussion, it was moved by Commissioner Gross, seconded by Commissioner Finger that the NMSC hire an Odor Specialist, as soon as possible, to check on where the odors are coming from at the wastewater treatment plant and make recommendations to the Commission on how to solve the problem. Motion carried unanimously.

The following correspondence was discussed:

1. 7/10/90 letter to Manager Much from Jim Spaay (Menasha);  
re: Apple Court - Sanitary Sewer and Water Main Extensions.  
7/27/90 letter to Jim Spaay from S.D.#4;  
re: Approval of Apple Court - Sanitary Sewer and Water Main Extensions  
Moved by Commissioner Jurgenson, seconded by Commissioner Gross to approve the request of the City of Menasha for sanitary sewer and water main extensions on Apple Court. Motion carried unanimously.
2. 7/20/90 letter to DNR from Manager Much;  
re: Proposed Pretreatment Discharge Permit - Beloit Manhattan
3. 8/1/90 letter to Manager Much from Carl Verhagen (McMahon).  
re: Interruptible Service With Menasha Utilities.  
Mr. Verhagen stated that interruptible service is not a feasible option.
4. 7/20/90 letter to Manager Much from S.D.#2 (Town of Neenah);  
re: Hook-up of laterals to sanitary sewer system.  
7/20/90 letter to Attorney Gunz (Neenah) from S.D.#2 (Town of Neenah);  
re: Sewer service to new subdivision.  
7/30/90 letter to Manager Much from Attorney Goggin;  
re: Van Wychen & Rose Properties  
Moved by Commissioner Gross, seconded by Commissioner Jurgenson to approve request from S.D.#2 for acceptance of wastewater from Van Wychen and Rose properties contingent upon the two properties being attached to the Town of Neenah Sanitary District #2. Motion carried.  
Commissioner Jurgenson requested that Attorney Goggin's costs be determined in this matter and perhaps billed to the Town of Neenah.
5. EPA Pretreatment Implementation Workshop;  
re: Moved by Commissioner Jurgenson, seconded by Commissioner Finger to send three representatives to the workshop on August 22, 1990, at a cost of \$16/each. Motion carried unanimously.
6. MCO reimbursement to NMSC.
7. 8/30/90 letter to Mr. Len Leverance from Manager Much;  
re: Sludge Disposal
8. WWOC Annual Conference  
Moved by Commissioner Jurgenson, seconded by Commissioner Austin to authorize representatives to attend the Annual Conference. Motion carried unanimously.

cont...

Regular Meeting  
August 14, 1990

Budget, Finance, Personnel

Financial Statements for June and July, 1990 were presented. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to accept the Financial Statements for June and July, 1990 and place them on file. Motion carried unanimously.

Insurance Report from Corporate Risk Managers, Inc. was presented and tabled until the next meeting on September 11, 1990.

McMahon Invoice #8080, in the amount of \$1,195.04, for Alternate Power Study was presented. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to approve same and pay. Motion carried unanimously.

McMahon Invoice #8101, in the amount of \$4,721.29, - Sludge Storage Alterations, was presented. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to approve same and pay. Motion carried unanimously.

Accountant Voigt presented and discussed the 4th Quarter O & M Rates. Moved by Commissioner Jurgenson, seconded by Commissioner Gross to accept the 4th Quarter O & M Rates, as presented. Motion carried unanimously.

Accountant Voigt stated that a Public Hearing must be set on the 1991 NMSC Budget and also suggested a Special Meeting be held to review the proposed budget. Moved by Commissioner Jurgenson, seconded by Commissioner Gross to schedule a Special Meeting of the NMSC for August 30, 1990 - 4:15 P.M. at the Commission Offices to review the proposed 1991 NMSC Budget and also to set a date for a Public Hearing on same. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed MCO Invoice #1239 in the amount of \$39,526.07 for the month of July, 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Austin to approve and pay MCO Invoice #1239 in the amount of \$39,526.07. Motion carried unanimously.

Operating Reports for June and July, 1990 were presented and discussed. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept the Operating Reports for June and July, 1990 and place them on file. Motion carried unanimously.

Manager Much discussed options to correct clearwater overflow - screw pump options; added pumping; chlorination; gates. He stated that options must be approved by DNR. Commissioner Mulvey suggested that a pump manufacturer be called in to discuss the problem.

Old Business

Dave Schmalz (McMahon Assoc.) presented and discussed McMahon Invoice #7980 - Additional Services on Interceptor Manhole Location of NMSC Interceptors. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to authorize payment of McMahon Invoice #7980 in the amount of \$1,529.74 for additional work. Motion carried.

New Business

Accountant Voigt presented and discussed his Memo to NMSC regarding Security Services. He suggested raising the rate of pay for the present guard to keep him on the job at the N-M WWTP. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to raise the rate of pay for the present security guard to \$4.75/hr. contingent upon the guard staying on the job at the WWTP. If he moves on, the rate will be changed. Motion carried unanimously.

Commissioner Gross reported that S.D.#4, Town of Menasha and City of Menasha have formed a single unit in obtaining WPS Health Insurance. He questioned whether or not the NMSC would be interested in joining. He will obtain more information and report back.

George and Jim Potratz (Gizmo Farms) were present to discuss sludge storage options. Commissioner Mulvey was concerned with storing sludge at the WWTP because of the concern of the citizens and neighbors regarding odors. Commissioner Zelinski suggested Gizmo Farms present figures to the NMSC regarding storage on Gizmo property.

Moved by Commissioner Finger, seconded by Commissioner Mulvey to approve Operating Fund Vouchers #12568 thru #12637 in the amount of \$109,986.31 and Payroll Vouchers #17510 thru #17527 in the amount of \$7,071.56 for the month of July, 1990. Motion carried unanimously.

Moved by Commissioner Mulvey, seconded by Commissioner Finger to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 6:15 P.M.

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President

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Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONSpecial MeetingAugust 30, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Gross, Jurgenson, Mulvey, Finger;  
 Manager Much; Accountant Voigt; Secretary Stevenson;  
 Mayor Joe Laux (Menasha); Bob & Jim Potratz (Gizmo Farms)

Also Present: See Attached List

Excused: Commissioner Austin

Moved by Commissioner Jurgenson, seconded by Commissioner Gross to accept the minutes of the Regular Meeting of August 14, 1990 and place them on file. Motion carried unanimously.

Discussion was held on proposed 1991 NMSC Budget. Manager Much stated that there are certain accounts that will need additional monies for 1991. These are:

Professional Fees (Account 514.1) - Budget \$14,250 due to needed changes to the Pretreatment Program.

Private Laboratory Fees (Account 514.4) - Budget \$50,000 due to additional testing which will be needed because of new WPDES Permit Requirements.

After further discussion, the following items were added to the Capital Projects Budget:

Odor Control Unit	\$100,000
Sludge Storage Building	\$ 70,000
Engineering Study For Flow	\$ 20,000
1500 KW Emergency Generator	Cost To Be Determined

Moved by Commissioner Jurgenson, seconded by Commissioner Finger to schedule a Public Hearing on the proposed 1991 NMSC Budget for September 25, 1990 - 4:15 P.M. at the Commission Office. Motion carried unanimously.

Odor Problem

Manager Much presented options for controlling the odor problem at the WWTP.

1. A chemical supplier was called-in to test the sludge and remove the hydrogen sulfide. This proved to be somewhat unsuccessful. Not the most desirable option as O&M costs would be high.
2. Could try to treat the air. Most feasible alternative.
3. Odor Consultant. Manager Much has contacted McGinley Associates, P.A. and has received a proposal to achieve odor control at the Neenah-Menasha WWTP, at a cost of \$6,850 plus time and expenses. Moved by Commissioner Jurgenson, seconded by Commissioner Siebers to authorize Manager Much to contact and hire McGinley Associates, P.A. to proceed with their proposal for odor control at the WWTP. Motion carried unanimously.

Manager Much stated that a mailing will be sent to each homeowner who signed the petition informing them of progress being made regarding the odor problem.

Mayor Laux (Menasha) thanked the Commission and Manager Much for taking action to rid the WWTP of the Odor Problem and for conducting a mailing to each homeowner.

Clearwater Overflow

Manager Much discussed the clearwater overflow problem at the plant. He presented a Memo from Tom Vik (McMahon Assoc.) which summarized things the DNR may require of the NMSC in order to obtain approval of a system to handle peak flow in excess of 65 MGD. Manager Much stated that NMSC permit will be re-issued in November and a hearing may be needed. Commissioner Jurgenson expressed an interest in what the screw pump manufacturer's representative has to say. Commissioner Siebers stated that some of the problems could be coming from Car Washes in the City of Neenah. He suggested that the City of Neenah check this out. Commissioner Jurgenson suggested that the City of Neenah perform dye tests in the Badger Globe area.

Commissioner Siebers left the meeting at 5:05 P.M.

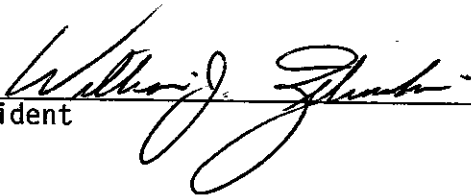
Manager Much stated that DNR approval is needed to modify the plant in any way. Commissioner Gross suggested that the NMSC bypass the DNR and go directly to the EPA.

Rather than apply for a low interest loan to upgrade the headworks building, it was the consensus of the Commission to put \$20,000 in the Capital Projects Budget for an engineering study for flow.

Discussion was held on paint peeling in certain areas of the buildings. Manager Much reported that

the warranty has expired and that re-painting will be done in-house. Commissioner Siebers stated that paint was peeling off at the Open House.

Moved by Commissioner Jurgenson, seconded by Commissioner Finger to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:25 P.M.

  
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 President

  
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 Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting  
 September 11, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Gross, Finger, Mulvey; Manager Much; Accountant Voigt; Secretary Stevenson; Terry Wingrove; Bob Costello (Corporate Risk Managers)

Excused: Commissioner Austin

Moved by Commissioner Gross, seconded by Commissioner Finger to accept the minutes of the Special Meeting of August 30, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 8/23/90 letter to Manager Much from Ashbrook-Simon-Hartley; re: Neenah-Menasha Wastewater Treatment Facility - Roll Failures on Klampress Belt Filter Presses. Manager Much was authorized to inform Ashbrook-Simon-Hartley that the presses are not acceptable and that the rollers should be replaced at the company's expense.
2. 8/29/90 letter to NMSC from Town of Neenah S.D.#2; re: Request to send flows to Neenah-Menasha WWTP for treatment. Manager Much was authorized to respond to Town of Neenah stating that the Town must have City of Neenah approval to discharge through their local sewer system and that NMSC personnel receive start-up training on the flow metering and sampling equipment at the points of connection to our system.
3. Public Notice of Public Informational Hearing & Intent to Reissue a Wisconsin Pollutant Discharge Elimination System (WPDES) Permit. Manager Much will attend.

Budget, Finance, Personnel

Manager Much presented and discussed MCO Invoice #1256 in the amount of \$39,620.68. Moved by Commissioner Mulvey, seconded by Commissioner Finger to authorize payment of same. Motion carried unanimously.

McMahon Invoice #8241, in the amount of \$1,147.26, for Alternate Power Study, was presented and discussed. Moved by Commissioner Jurgenson, seconded by Commissioner Gross to authorize payment of same. Motion carried unanimously.

Manager Much discussed U.S. Paper Contract. He stated that U.S. Paper wants to negotiate numbers for allowed discharge for their contract. Manager Much and Accountant Voigt will meet with them and report back to the Commission.

Manager Much discussed the clearwater overflow problems at the plant. Moved by Commissioner Finger, seconded by Commissioner Mulvey to authorize McMahon Associates to prepare plans and specs for a 1500 KW emergency generator and forward them to the DNR for approval. Motion carried unanimously on a roll call vote.

Discussion was held on invoice to Waverly Sanitary District for an opinion regarding terms of NMSC Commissioners, prepared by Commission Attorney. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to resubmit the invoice to the Waverly Sanitary District for payment in full. Motion carried unanimously.

Manager Much reported that he met with Superintendent at the Menasha Water Plant regarding great amounts of copper in the water. There may be a need for a Pretreatment Permit.

cont.

September 11, 1990  
cont.

Old Business

Discussion was held on Health Insurance premiums paid by the NMSC for its employees. No action was taken.

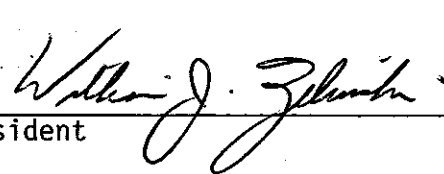
New Business

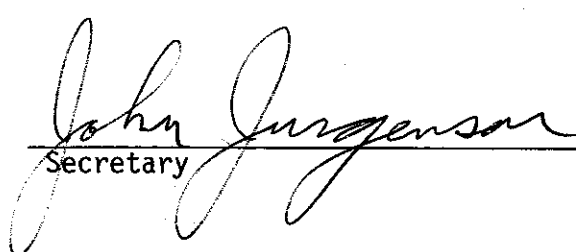
Commissioner Gross questioned the request for copies of NMSC meeting material. He wondered if a charge should be made for copies. No action was taken.

Moved by Commissioner Jurgenson, seconded by Commissioner Finger to authorize payment of Operating Fund Vouchers #12638 thru #12697 in the amount of \$98,945.75 and Payroll Vouchers #17529 thru #17552 in the amount of \$9,977.25 for the month of August, 1990. Motion carried unanimously.

Manager Much reported that the Odor Control Specialist has been working at the plant the past two days. Report will be coming.

Moved by Commissioner Jurgenson, seconded by Commissioner Siebers to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:10 P.M.

  
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President

  
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Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Public Hearing and Regular Meeting

September 25, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Zelinski, Siebers, Jurgenson, Gross, Mulvey, Finger; Manager Much; Accountant Voigt; Secretary Stevenson

Excused: Commissioner Austin

Also Present: Mayor Joe Laux (Menasha); Ted Bauer (Neenah); Jim Peichl, Richard Panke, Jim Potratz (Gizmo Farms); Carl Verhagen (McMahon); Ron Bunkert; Don Klundt; Mike King (News Record); Don Voigt (Energenecs)

Public Hearing was held on the 1991 NMSC Budget. Manager Much reported on the Capital Budget and stated that the NMSC contracts with industries prevents charging them for capital projects not mandated by the State or EPA. Commissioner Jurgenson requested that the contracts with Gilbert Paper Company and U.S. Paper Mills be included on the agenda for the next regular meeting on October 8, 1990. Mayor Laux expressed concern over the cost of the capital projects in the 1991 Budget because of a possible large increase in sewer rates for his residents. He suggested spreading the cost of the items over a period of time and perhaps the Commission could borrow the money instead of the municipalities. Finance Director Bauer (City of Neenah) stated that it is the City of Neenah's feeling that all users share in the cost of the Capital Projects. He stated that the City of Neenah realizes that the items in the Capital Budget are necessary for the operation of the WWTP. He stated that the long life of the necessary equipment will benefit all users. He also requested that the NMSC borrow the necessary monies for the projects and bill each user accordingly. He suggested Trust Fund Revenue Bonds. Discussion was also held regarding the length of term for borrowing. The Public Hearing was closed.

After a 5 minute recess, the Commission reconvened in Regular Session.

Moved by Commissioner Gross, seconded by Commissioner Jurgenson to accept the minutes of the Regular Meeting of September 11, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

- A. 9/12/90 letter to Waverly Sanitary District from Accountant Voigt; re: Invoice from Commission Attorney for legal opinion in regard to NMSC Commissioners terms of office.
- B. 9/12/90 letter to Town of Neenah S.D.#2 from Accountant Voigt; re: Invoice from Commission Attorney for additional hook-ups to sewer system for properties currently outside Town of Neenah S.D.#2.

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September 25, 1990  
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- C. 9/19/90 letter to Harold Clifford (S.D.#4) from Manager Much; re: Comparative Testing of Wastewater Strengths. Manager Much explained that S.D.#4 is paying for wastewater from Waverly. Moved by Commissioner Jurgenson, seconded by Commissioner Gross to authorize Manager Much to meet with representatives from S.D.#4 and Waverly S.D. to try to reach reasonable solutions to the present situation. Motion carried unanimously.

Budget, Finance, Personnel

Moved by Commissioner Jurgenson, seconded by Commissioner Siebers that the NMSC increase the 1991 Capital Budget by \$150,000, borrow needed funds for 19 years and include amortization costs in the Capital Budget. Voting aye; Commissioners Jurgenson, Siebers, Gross, Mulvey, Finger, Zelinski. Nays, none. Motion carried.

Accountant Voigt presented and discussed the Financial Statements for August, 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Gross to accept the Financial Statements for August, 1990 and place them on file. Motion carried unanimously.

Operations, Engineering, Planning

Don Voigt (Energenecs) made a presentation on the integrity of Ashbrook-Simon-Hartley in regard to their design and manufacturing of Ashbrook presses. The NMSC has had roller failures on the belt filter presses and feels that they should not be responsible for any costs associates with resolving the problems. Mr. Voigt stated that there is a 3 year warranty on the Commission presses and offered a serviceman from Energenecs to help change the bearings. Moved by Commissioner Jurgenson, seconded by Commissioner Siebers that Ashbrook should extend the warranty on the existing presses to ten years, including parts and labor. Motion carried unanimously.

Manager Much presented a report from McGinley Associates, P.A. regarding odor control. He reported that 62% of the odor is coming from the Belt Filter Press Building Exhaust; 23% is coming from the Headworks Building; 11.5% is coming from the North Tunnel Access Building and 3.5% from Other Sources. The report stated that the next step for the project is the design and specifications of the Belt Press Building Odor Control System. This project phase could be completed by 12/1 for final completion (system start-up) by 5/1/91. Moved by Commissioner Jurgenson, seconded by Commissioner Finger that the NMSC hire McMahon Associates to work with McGinley Associates, P.A. in preparing the design and specifications for the Belt Press Building Odor Control System. Motion carried unanimously.

Manager Much presented and discussed the Operating Report for August, 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Gross to accept the report and place it on file. Motion carried unanimously.

Jim Potratz (Gizmo Farms) reported that emergency hauling costs to Waushara County would be an increase of \$5/ton to the present rate of hauling. Equipment would have to be leased.

Carl Verhagen (McMahon) presented an update on the 1500 KW emergency generator. Moved by Commissioner Finger, seconded by Commissioner Jurgenson to authorize McMahon Associates to proceed with the specifications for the 1500 KW emergency generator and building modifications, for review, and send out for quotes. Motion carried unanimously.

Manager Much reported on the paint job in the Screw Pump Bay Area. Laboratory personnel determined that the paints were mis-mixed by the Painting Contractor. Meetings are being scheduled with the Contractor to discuss the problem and remedies.

Old Business

Accountant Voigt presented and discussed the 9/18/90 letter from Seabury & Smith regarding Corporate Risk Managers, Inc. Summary Report. He will obtain information from the State Fund and report back at the next meeting. Corporate Risk will bid out the policies and all insurance will be under one carrier.

New Business

Manager Much reported that the Investment Group of Downtown Menasha has requested an easement interceptor change in order to close their loan. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to approve the 60' easement through the parking lot, as proposed by the Investment Group of Downtown Menasha, contingent upon approval by Attorney Goggin. Motion carried unanimously.

The next Regular Meeting of the NMSC will be changed to Monday, October 8, 1990 at 4:15 P.M. at the Commission Offices.

Moved by Commissioner Finger, seconded by Commissioner Siebers to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 6:10 P.M.

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President

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Secretary



## NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

October 8, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Finger, Gross, Jurgenson, Mulvey, Siebers, Zelinski;  
Manager Much; Accountant Voigt; Secretary Stevenson

Excused: Commissioner Austin

Also Present: Jim Peichl; Carl Verhagen; Art Selbach; Jim Potratz

Moved by Commissioner Gross, seconded by Commissioner Jurgenson to accept the minutes of the Public Hearing and Regular Meeting of 9/25/90 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 9/24/90 letter to Manager Much was U.S. Paper Mills Corp.  
re: Request for additional capacity.

A lengthy discussion followed. Commissioner Jurgenson suggested that the Commission renegotiate the clause in the industrial contracts preventing NMSC from charging them for capital projects not mandated by the State or EPA. Commissioner Siebers suggested a meeting be held with representatives from U.S. Paper and Gilbert Paper to discuss this. Accountant Voigt was authorized to work up new rates and show how the capital budget will be affected by them. Manager Much was authorized to contact Attorney Goggin to have him review the industrial contracts and make any recommendations concerning this issue and direct the Commission as to how to proceed.

2. 9/27/90 letter to Manager Much from Town of Neenah S.D.#2;  
re: 9/12/90 Invoice #90046. S.D.#2 Commission refused to pay invoice. Commissioner Mulvey stated that it is NMSC business but he didn't like how it was handled. Moved by Commissioner Mulvey, seconded by Commissioner Gross that any future requests, to the NMSC, be directed to the NMSC instead of the Commission Attorney.
3. 9/28/90 letter to City of Menasha from S.D.#4;  
re: American Quality Fiber Industrial Property
4. Memo To All Petitioners From Manager Much  
re: Update on odors at WWTP

#### Budget, Finance, Personnel

Snow Plowing and Removal Contract for 1991 was presented and discussed. Moved by Commissioner Jurgenson, seconded by Commissioner Siebers to accept the contract with the necessary addition for minimum charge. Motion carried unanimously.

Accountant Voigt presented and discussed the new rates on the Health Insurance for 1991. He stated that the rates are going up approximately 16.6%. No action was needed.

#### Operations, Engineering, Planning

Manager Much presented and discussed MCO Invoice #1275 in the amount of \$39,377.21 for the month of September, 1990. Moved by Commissioner Mulvey, seconded by Commissioner Finger to approve same and authorized payment. Motion carried unanimously.

Manager Much presented and discussed McMahon Assoc. Invoice #8503 in the amount of \$1,185.31 for work on the Stand-By Generator project. Moved by Commissioner Siebers, seconded by Commissioner Mulvey to approve same and authorized payment. Motion carried unanimously.

Manager Much presented and discussed Invoice #8402 from McGinley Assoc. in the amount of \$5,995.99 for the Odor Control Study. Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to approve same and authorized payment. Motion carried unanimously.

Manager Much presented and discussed 9/25/90 letter to MCO from Ashbrook-Simon-Hartley regarding NMSC request for replacement of rollers on the Ashbrook presses. Ashbrook wishes to remain with the original proposal. Manager Much stated that Don Voigt (Energenece) will be working with Ashbrook-Simon-Hartley in trying to remedy the situation.

Carl Verhagen (McMahon) reported that the specs have been prepared for the 1500 KW stand-by generator and must be publicly bid. The Notice For Advertising For Bids will be in the Appleton Post Crescent on October 9, 1990. Bids will be returned and opened on October 23, 1990 at 4:00 P.M. at the NMSC Offices, before the regular NMSC meeting at 4:15 P.M. Commissioner Siebers questioned whether it would be a good idea to keep the old generator. Jim Peichl (Maintenance Supervisor) stated that it wouldn't be a good idea as it is very hard to find parts for it. Moved by Commissioner Siebers, seconded by Commissioner Jurgenson that the NMSC authorize MCO to arrange for the design of the soft starts and influent gate modifications and minor modifications to the dump area. Motion carried unanimously.

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Regular Meeting  
October 8, 1990

Old Business

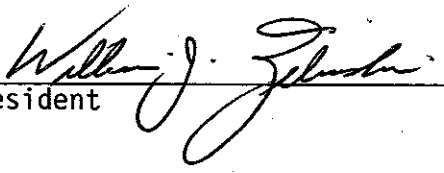
Manager Much presented and discussed 10/4/90 letter to NMSC from Waverly Sanitary District regarding the sampling procedure. A few suggestions were offered by Waverly S.D. and were discussed by the NMSC. Testing will be done for a two week period and will be done quarterly to keep the billings equitable.


Manager Much discussed the 10/4/90 letter to Attorney Goggin from Foley and Lardner regarding the Sewer Line Easement Agreement for the Riverwalk Assoc. Limited Partnership in the City of Menasha. Moved by Commissioner Jurgenson, seconded by Commissioner Gross that the NMSC approve the 30' easement contingent upon Attorney Goggin's approval of the easement. Motion carried unanimously.

Account Voigt reported that he has discussed borrowing monies from the State Trust Fund with Ted Bauer (Finance Director, Neenah). NMSC is a 66.30 entity and cannot borrow from the Trust Fund. Mr. Bauer indicated it may be possible for the City of Neenah to borrow the money and pass it on to the NMSC, if the City Council so approves. Moved by Commissioner Siebers, seconded by Commissioner Finger to authorize Accountant Voigt to contact the City of Neenah regarding borrowing monies for its Capital Budget. Motion carried unanimously.

Moved by Commissioner Jurgenson, seconded by Commissioner Finger to approve Operating Fund Vouchers #11698 thru #12771 in the amount of \$121,666.72 and Payroll Vouchers #17553 thru #17571 in the amount of \$6,841.63 for the month of September, 1990. Motion carried on unanimous roll call vote.

Moved by Commissioner Mulvey, seconded by Commissioner Siebers to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:20 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Bid Opening and Regular Meeting

October 23, 1990

Bids were opened for the Standby Power Generator Equipment at 4:00 P.M. Tabulation was as follows:

	<u>Bidder</u>	<u>Bidder</u>	<u>Bidder</u>	<u>Bidder</u>
	Fabco	Morley Murphy	Cummins	Kohler
Base Bid (Lump Sum)	\$180,501.90	\$178,670.00	\$189,037.00	\$191,357.25

Regular Meeting was called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Austin, Finger, Gross, Jurgenson, Mulvey, Siebers, Zelinski;  
Manager Much; Accountant Voigt; Secretary Stevenson

Also Present: Carl Verhagen (McMahon); Jim Peichl; Art Selbach; Bob & Jim Potratz (Gizmo Farms)

Absent: None

Moved by Commissioner Gross, seconded by Commissioner Jurgenson to accept the minutes of the Regular Meeting of October 8, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 10/8/90 letter to Lakeside Equipment Co. from McMahon Assoc.;  
re: Paint on screw pumps
2. 10/10/90 letter to Carl Sutter (McMahon) from John Wilke (Neenah);  
re: Town of Neenah S.D.#2 connections
3. 10/10/90, 10/12/90 and 10/17/90 letters to Foley & Lardner from Attorney Goggin;  
re: Riverwalk Assoc. Limited Partnership - NMSC Easement

cont.

10/17/90 letter to Oscar Boldt Construction from City of Menasha;  
re: Attorney Goggin correspondence - 10/12/90

4. 10/18/90 letter to Manager Much from Attorney Goggin;  
re: Amendment of U.S. Paper Mills Corp. Industrial Treatment Services Agreement.

Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to authorize the Plant Manager, Commission Attorney and Commissioner Rober Gross to proceed with negotiations with U.S. Paper regarding specific details in the contract. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt presented and discussed the Financial Statements for September, 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept the Financial Statements for September, 1990 and place them on file. Motion carried unanimously.

Accountant Voigt presented and discussed the MCO payback to the Commission in the amount of \$1,455.53 for the month of September, 1990. Commissioner Siebers asked for a detailed breakdown at the end of the year. This will be done.

Accountant Voigt presented and discussed the Industrial Allotted Shares according to the 1991 contract.

Operations, Engineering, Planning

Accountant Voigt presented and discussed graphs of plant loadings showing monthly averages and how they compare with plant design.

Manager Much presented and discussed the Operating Report for September, 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept the report and place it on file. Motion carried unanimously.

Subject of Sludge Hauling was discussed. Manager Much reported that hauling is being done to sand country in Waushara County, due to saturated fields in Winnebago County, at a \$5/ton additional rate. DNR has stated that 1990-1991 will be the last time they will approve the sand country for hauling. Bob and Jim Potratz stated that they have a temporary permit to haul in the sand country this fall and next spring. Commission authorized Gizmo Farms to prepare a formal presentation, for sludge storage, (including a breakdown of costs) for the next meeting on November 13, 1990. Commissioner Siebers requested a proposal from McMahon regarding same.

Manager Much discussed the Riverwalk Lateral Connection in the City of Menasha. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to approve same. Motion carried unanimously.

Discussion was held on bids received for Standby Power Generator Equipment. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to authorize Manager Much and Carl Verhagen (McMahon) to review the bids and make recommendations at the next regular meeting on November 13, 1990. Motion carried unanimously.

Discussion was held on building additions needed to house the standby power generator. Moved by Commissioner Finger, seconded by Commissioner Jurgenson to authorize advertising for bids for building additions to house the standby power generator to be opened on November 27, 1990 - 4:00 P.M. at the NMSC Offices. Motion carried unanimously.

Manager Much presented a draft letter to Waverly Sanitary District regarding sampling for billing purposes. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to authorize Manager Much to send the letter. Motion carried unanimously.

Moved by Commissioner Jurgenson, seconded by Commissioner Finger to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:5 P.M.

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President

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Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONRegular MeetingNovember 13, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Austin, Finger, Gross, Jurgenson, Mulvey, Siebers, Zelinski;  
Manager Much; Accountant Voigt

Also Present: Carl Verhagen (McMahon); Bob & Jim Potratz (Gizmo Farms); Robert Costello  
(Corporate Risk Managers); Jim Peichl; Art Selbach

Absent: None

Moved by Commissioner Gross, seconded by Commissioner Mulvey to accept the minutes of the Regular Meeting of October 23, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 11/7/90 letter to the NMSC from Ashbrook-Simon-Hartley;  
re: Proposed extension of warranty on Klampress Belt Filter Presses

Moved by Commissioner Jurgenson, seconded by Commissioner Gross to accept Ashbrook's warranty extension until 9/15/95 and to accept their offer to replace the roller fitted with the new bearing system in lieu of labor to replace such rollers. Motion carried unanimously.

Budget, Finance, Personnel

Robert Costello (Corporate Risk Managers) presented the quotes for insurance for the NMSC for the period 11/26/90 - 11/26/91. Quotes were received from: March & McLennan (Seabury & Smith), Insurance Services, Wausau Insurance. Corporate Risk Managers recommends renewing our policies with March & McLennan based on their quote of \$25,192 which includes the recommended changes to our policies that Corporate Risk Managers proposed.

Moved by Commissioner Austin, seconded by Commissioner Siebers to accept the quote from Marsh & McLennan for \$25,192 for NMSC insurance coverages for 11/26/90 - 11/26/91. Motion carried on unanimous roll call vote.

McMahon Invoice #8739, for the Standby Power Generation was presented. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to approve payment of McMahon Invoice #8739 for Standby Power Generation in the amount of \$2,605.36. Motion carried unanimously.

Accountant Voigt presented the proposed First Quarter 1991 O/M/R rates. Moved by Commissioner Siebers, seconded by Commissioner Mulvey to accept the First Quarter 1991 O/M/R rates (Flow - \$120.16/MG, BOD - \$.1929/lb., SS - \$.0945/lb). Motion carried unanimously.

Discussion was held on making a request to the City of Menasha to borrow \$200,000 from the State Trust Fund for the NMSC to finance proposed capital projects at the NMSC. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to have the NMSC make a formal request from the City of Menasha to borrow \$200,000 from the State Trust Fund to finance proposed capital projects for the NMSC. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented the MCO invoice for October services. Moved by Commissioner Siebers, seconded by Commissioner Jurgenson to accept MCO Invoice #1307 in the amount of \$39,344.21 and pay same. Motion carried unanimously.

Carl Verhagen (McMahon) presented and discussed the quotes received at the 10/23 meeting for the NMSC Stand-by Power Generation Equipment. Verhagen recommends awarding the contract to Morley-Murphy Co. for the base bid amount of \$178,670 and for the spare filter of \$440, and for the extended warranty on the equipment for \$4,500. Moved by Commissioner Jurgenson, seconded by Commissioner Austin to accept the bid from Morley-Murphy Company in the base amount of \$178,670 and to include the spare filters at a cost of \$440, plus to accept the extended warranty on the equipment for \$4,500 and to execute the contract with Morley-Murphy Company. Motion carried unanimously on roll call vote.

Manager Much presented and discussed the NMSC's two options for additional sludge storage capacity. 1) NMSC to build their own. 2) Contract with Gizmo Farms to provide the additional capacity. Discussion continued on contracting with Gizmo Farms and their proposed estimate to provide the service on a 10 year contract. Moved by Commissioner Finger, seconded by Commissioner Mulvey to proceed with investigating further into the concept of having Gizmo Farms provide the additional storage capacity. Motion carried unanimously on roll call vote.

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Regular Meeting  
November 13, 1990  
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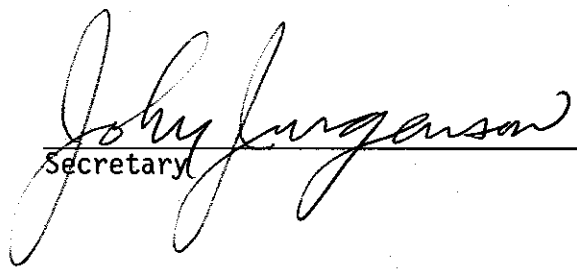
Manager Much reported that he and Attorney Goggin are reviewing the pretreatment program and are re-writing it to conform with new EPA guidelines. Future plans are to have this completed by Mid to End of 1991.

Manager Much and Maintenance Supervisor Peichl presented and discussed a quote received from Crane Engineering to repair an upper thrust bearing on one of the screw pumps. The quote was for time and materials not to exceed \$12,430. This repair should be covered by the Replacement Fund. Moved by Commissioner Mulvey, seconded by Commissioner Finger to proceed with the repairs of the upper thrust bearing on one of the screw pumps. Motion carried unanimously.

Moved by Commissioner Mulvey, seconded by Commissioner Jurgenson to approve Operating Fund Vouchers #12773 thru #12824 in the amount of \$96,953.61 and Payroll Vouchers #17572 thru #17587 in the amount of \$6,621.72 for the month of October, 1990. Motion carried unanimously.

Moved by Commissioner Mulvey, seconded by Commissioner Finger to adjourn. All present voting aye; Nays, none. Meeting adjourned at 5:30 P.M.

  
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President

  
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Secretary

NEENAH-MENASHA SEWERAGE COMMISSION  
Bid Opening and Regular Meeting  
November 27, 1990

Bids were opened for the Generator Building at 4:00 P.M. Tabulation was as follows:

	<u>Bidder</u>	<u>Bidder</u>	<u>Bidder</u>	<u>Bidder</u>
	Oudenhoven Company	Miron Construction	C.R. Meyer	H. Miller Construction
Base Bid	\$111,696	\$109,148	\$132,459	\$132,867

Regular Meeting was called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Auston, Finger, Gross, Jurgenson, Mulvey, Siebers, Zelinski;  
Manager Much; Accountant Voigt; Secretary Stevenson

Also Present: Carl Verhagen (McMahon); Jim Peichl; Art Selbach;  
Representatives from Miron Construction, H.C. Miller Construction,  
C.R. Meyer and Oudenhoven Co. Inc.

Absent: None

Moved by Commissioner Mulvey, seconded by Commissioner Austin to accept the minutes of the Regular Meeting of November 13, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 11/19/90 letter to Ashbrook-Simon-Hartley from Manager Much;  
re: Warranty Extension On Rollers
2. 11/19/90 letter to Jack Scheffler (Menasha Water Dept.) from Manager Much;  
re: Copper discharge
3. 11/20/90 letter to Manager Much from Mulcahy & Wherry;  
re: Law firm dissolving.
4. 11/21/90 letter to NMSC from Attorney Goggin;  
re: Industrial User Permit

cont.

November 27, 1990  
cont.

Budget, Finance, Personnel

Invoice #8892 from McMahon Associates was presented and discussed. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to approve and authorize payment of McMahon Associates' Invoice #8892 in the amount of \$1,660.97 for the Odor Control System Design. Motion carried unanimously.

Invoice #8893 from McMahon Associates was presented and discussed. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to approve and authorize payment of McMahon Associates' Invoice #8893 in the amount of \$236.09 for Design of Gates On Influent Sewers at Headworks. Motion carried unanimously.

Invoice #8901 from McMahon Associates was presented and discussed. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to approve and authorize payment of McMahon Associates' Invoice #8901 in the amount of \$9,337.24 for Standby Power Generation. Motion carried unanimously.

Accountant Voigt discussed the renewal date for insurance. Moved by Commissioner Austin, seconded by Commissioner Mulvey to authorize Accountant Voigt to contact the Insurance Company to change the expiration date on the Commission Insurance to 12/31 (13 month rate for this year). Motion carried unanimously.

Discussion was held on keeping Corporate Risk Managers, Inc. on as a retainer for the Commission insurance. Moved by Commissioner Mulvey, seconded by Commissioner Austin to retain Corporate Risk Managers, Inc. for one year at a cost of \$500. Motion carried unanimously.

Accountant Voigt presented and discussed the Financial Statements for October, 1990. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept the Financial Statements for October, 1990 and place them on file. Motion carried unanimously.

Accountant Voigt reported that the Bond and Interest Payment on the Bond Issue will be made on November 30, 1990.

Operations, Engineering, Planning

Operating Report for October, 1990 was presented and discussed. Moved by Commissioner Siebers, seconded by Commissioner Mulvey to accept the Operating Report for October, 1990 and place it on file. Motion carried unanimously.

Discussion was held on the U.S. Paper Mills' Contract Amendment, as prepared by Attorney Goggin. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to accept and execute the amendment to the U.S. Paper Mills' Contract. Motion carried unanimously.

Discussion was held on the Pretreatment Ordinance Modification, as prepared by Attorney Goggin. Moved by Commissioner Jurgenson, seconded by Commissioner Gross to accept Ordinance 90-1 and submit it to the DNR for approval. Motion carried unanimously.

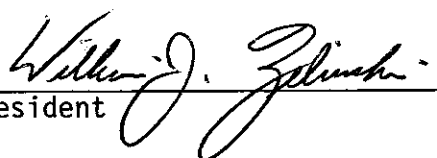
Carl Verhagen (McMahon) presented and discussed the Generator Building bids. Verhagen recommends awarding the contract to Miron Construction for the base bid of \$109,148. Moved by Commissioner Jurgenson, seconded by Commissioner Finger to accept and execute the contract with Miron Construction for the Generator Building in the amount of \$109,148. Motion carried on unanimous roll call vote.

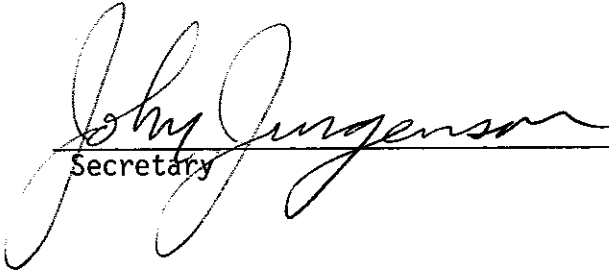
The Sludge Storage Contract issue was discussed. Moved by Commissioner Jurgenson, seconded by Commissioner Siebers that, as an alternate to a Sludge Storage Contract, Manager Much be authorized to develop hard numbers on the cost of going to the Winnebago County Landfill, when the capacity at the wastewater treatment plant is reached, and to contact the Landfill Committee for acceptance at the landfill. Motion carried unanimously.

Manager Much reported that MCO will be hiring a replacement person for the Operator/Supervisor position that will be vacant due to the present employee leaving the area.

It was the consensus of the Commission that one meeting be held in December (December 11) with a Special Meeting called if the need arises.

Moved by Commissioner Finger, seconded by Commissioner Siebers to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 4:50 P.M.

  
President

  
Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

December 11, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Austin, Finger, Gross, Jurgenson, Mulvey, Zelinski;  
Manager Much; Accountant Voigt; Secretary Stevenson

Excused: Commissioner Siebers

Also Present: Jim Peichl; George, Bob & Jim Potratz (Gizmo Farms)

Moved by Commissioner Gross, seconded by Commissioner Finger to accept the minutes of the Regular Meeting of 11/27/90 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 11/29/90 Memo To NMSC from Manager Much;  
re: Use of Winnebago County Landfill For Sludge Disposal
2. 11/30/90 letter to Manager Much from Winnebago County Landfill Supt.;  
re: Application for disposal of WWTP sludge at landfill. It was the consensus of the Commission to send a trial load to the landfill to determine what effect it might have on their operation.

A lengthy discussion was held on sludge options with Gizmo Farms, Inc. More information and cost figures will be obtained and the subject will be discussed further at a Special Meeting to be announced later.

Budget, Finance, Personnel

MCO Invoice #1335, for November, 1990, in the amount of \$40,062.58 was presented and discussed. Moved by Commissioner Jurgenson, seconded by Commissioner Mulvey to accept and authorize payment of same. Motion carried unanimously.

McMahon Invoice #8988, in the amount of \$469.96, - final payment for Alternate Power Study, was presented and discussed. Moved by Commissioner Austin, seconded by Commissioner Finger to accept and authorize payment of same. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much reported that he and Attorney Goggin are working on modifying the Pretreatment Ordinance. More study to follow.

Commission discussed the fact that Gizmo Farms has been charging the Commission \$5/ton more to dispose of sludge in sand country. Commission authorized Accountant Voigt to check on how much sludge was disposed of on Winnebago County land at \$5/ton more and report back.

Discussion was held on sewer extension request - Westwind Village II, from the City of Neenah. Moved by Commissioner Gross, seconded by Commissioner Jurgenson to approve the request from the City of Neenah. Motion carried unanimously.

Manager Much reported that the design of the gates on the influent channels is proving to be more detailed and expensive than already planned. Liability insurance and restricting flow to the communities are subjects to be studied. Manager Much was authorized to contact Corporate Risk Managers, Inc. regarding insurance in this matter.

Moved by Commissioner Jurgenson, seconded by Commissioner Finger to schedule a Special Regular Meeting of the NMSC for December 19, 1990 - 4:15 P.M. Motion carried unanimously.

Moved by Commissioner Gross, seconded by Commissioner Jurgenson to approve Operating Fund Vouchers #12825 thru #12897 in the amount of \$107,644.76 and Payroll Vouchers #17588 thru #17604 in the amount of \$6,969.98 for the month of November, 1990. Motion carried unanimously.

Moved by Commissioner Gross, seconded by Commissioner Jurgenson to adjourn the meeting. All present voting aye; Nays, none. Meeting adjourned at 5:25 P.M.

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President

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Secretary

NEENAH-MENASHA SEWERAGE COMMISSIONSpecial Regular MeetingDecember 19, 1990

Meeting called to order by Commission President Zelinski at 4:15 P.M.

Present: Commissioners Austin, Finger, Gross, Jurgenson, Mulvey, Siebers, Zelinski;  
Manager Much; Accountant Voigt

Also Present: Jim Peichl; Ron Bunkert; Art Selbach; George, Bob & Jim Potratz (Gizmo Farms);  
Tom Vik (McMahon Assoc.)

Absent: None

Moved by Commissioner Gross, seconded by Commissioner Finger to accept the minutes of the Regular Meeting of December 11, 1990 and place them on file. Motion carried unanimously.

The following correspondence was discussed:

1. 12/11/90 letter to NMSC from Town of Neenah;  
re: Reappointment of Harold C. Mulvey to NMSC
2. 12/10/90 letter to Manager Much from ECWRPC;  
re: Neenah-Menasha Sewer Service Area Amendment

Budget, Finance, Personnel

Discussion was held on Gizmo Farm's rate increase of \$5/ton for sludge hauled from 10/11/90 to 12/11/90. No action was taken.

Operations, Engineering, Planning

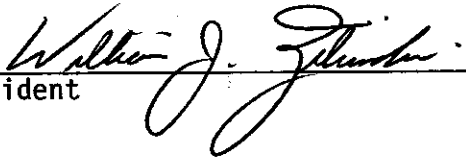
Manager Much reported that a load of sludge was taken to the Winnebago County Landfill for their (County Landfill) inspection. We are waiting for a written response from the Solid Waste Board. Further discussion followed in regard to costs associates with hauling to the landfill versus hauling to a sludge storage site. Moved by Commissioner Gross, seconded by Commissioner Siebers to create a Committee of 2-3 Commissioners to work on sludge options and lease options with Gizmo Farms, Inc. Motion carried unanimously. Committee to consist of Commissioners Gross and Zelinski and Manager Much.

Discussion was held on responses from Seabury & Smith and Corporate Risk Managers, Inc. as to Commission liability if gates were installed on the influent channels. Tom Vik (McMahon Assoc.) recommends the Commission install a submersible pump to serve as a reserve pump in case one screw pump would fail. The cost of the submersible pump should cost less than it would cost to install gates.

New Business

Manager Much presented information on a Government Affairs Seminar to be held in Madison. Moved by Commissioner Gross, seconded by Commissioner Siebers to authorize sending Manager Much and Operations Supervisor Wingrove to such seminar. Motion carried unanimously.

Meeting adjourned at 5:25 P.M.

  
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President

  
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Secretary