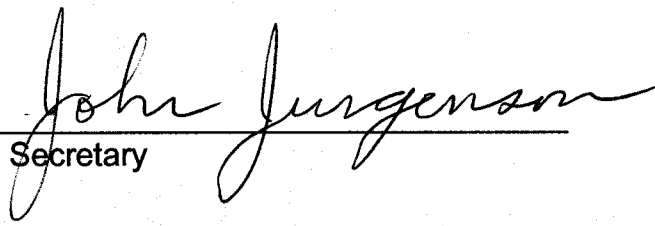


President



Secretary



NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting**Tuesday December 28, 2004**

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

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, R. Handevitd W. Zielinski, G. Cowling; Manager Much, Accountant Voigt.**Excused:** Commissioner D. Siebers.**Also Present:** Chad Olsen (McMahon Associates).

Motion made by Commissioner R. Handevitd, seconded by Commissioner R. Zielinski to approve the minutes of the Regular Meeting of November 23, 2004. Motion carried unanimously.

Correspondence

There following correspondence was discussed.

1. Letter from Diversified Insurance Services to Roger Voigt, NMSC
RE: Insurance Industry Allegations.
2. December 14, 2004 letter from Waverly S.D. to Roger Voigt, NMSC.
RE: Waverly S.D. adopted NMSC Resolution 2004-2.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited income statements for November 2004. On December 1, 2004 a bond payment was made for the principal and interest on the current bond issues of the Commission. Moved by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to accept the unaudited financial statements for the month of November 2004 and place them on file. Motion carried unanimously.

Manager Much discussed with the Commission the 2005 increase for contract services from MCO. The increase will be at the CPI-U index of 2.5% as reported by the Bureau of Labor Statistics for the month of September 2004. After discussion, motion was made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the increase in the contract with MCO as presented. Motion carried unanimously.

Accountant Voigt presented MCO invoice #9763 in the amount of \$76,004.50 for the month of January 2005. Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to approve MCO invoice #9763 in the amount of \$76,004.50 for the month of January 2005 and to pay the invoice after January 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of November 2004. The rates earned at the Local Government Investment Pool have continued to rise while the funds at Prospera Credit Union have remained fairly steady. Motion made by Commissioner W. Helein, seconded by Commissioner R. Handevitd to accept the Accountants Report for the month of November 2004. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt presented the following invoices from McMahon Associates for payment:

#21951	Siloxane Removal System-Pilot Phase	\$ 116.45
#21950	Siloxane Removal System-Final Design	\$ 108.00
#21954	Heating/Engine System Evaluation	\$ 1,091.63
#21960	Digester Mixing System - Design	\$ 4,095.68

Motion made by Commissioner R. Handevitd, seconded by Commissioner W. Helein to approve for payment invoices #21951, #21950, #21954 and #21960 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of November 2004. The plant is continuing to operate well at the moment. Graphs of the influent loadings were discussed, it was requested that this information should be reported to the Commission on a quarterly basis. Motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the operating report for the month of November 2004 and to place the report on file. Motion carried unanimously.

Chad Olsen (McMahon Associates) updated the Commission on the status of activities regarding the digester gas mixing system. Bids were received from the three manufacturers of the gas mixing systems. The estimated budget for this project was \$250,000 for the equipment. The actual bids came in at \$144,768 from EIMCO, \$203,700 from Olympus Technologies, and \$207,675 from Westech Engineering. Mr. Olsen recommends accepting the bid from EIMCO for \$144,768. Two items to be noted in the bid from EIMCO include: no five year warranty option was provided, and a 22-week delivery of the entire order with no delay instead of two partial shipments. Additional discussion ensued regarding this project will need DNR approval and plans are being put together for a Mechanical Contractor to install the gas mixing system. After discussion, motion was made by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to accept the bid from EIMCO. Motion carried unanimously.

Chad Olsen also updated the Commission on the status of the Siloxane removal pilot system. The pilot system continues to run well.

Manager Much presented a sewer extension request from McMahon Associates for Klompen Court/Woodside Court located in the Town of Neenah Sanitary District #2. Motion was made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the sewer extension request from McMahon Associates for Klompen Court/Woodside Court located in the Town of Neenah Sanitary District #2. Motion carried unanimously.

Manager Much presented a sewer extension request from Schuler & Associates, Inc. for University Condominiums II located in the City of Menasha, Town of Menasha Utility District. Motion was made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the sewer extension request from Schuler & Associates, Inc. for University Condominiums II located in the City of Menasha, Town of Menasha Utility District. Motion carried unanimously.

Old Business

The High Strength Waste report log was presented. The gas engines are using the Siloxane pilot unit and green power income is being received.

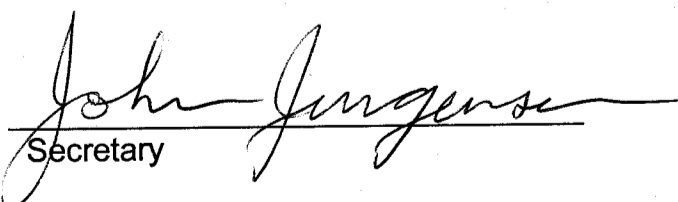
Manager Much reported that he is still waiting for the Menasha consultant, Kaempfer & Associates, to come back with proposals for the 9th Street sampling and plant set-up.

Motion made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson, to approve Operating Fund Vouchers #126121 thru #126178 in the amount of \$179,858.72 for the month of November 2004 and Payroll Vouchers #20402 thru #20409 in the amount of \$6,662.68 for the month of November 2004. Motion carried unanimously.

Motion made by Commissioner W. Helein, seconded by Commissioner R. Zielinski to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 8:50 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday January 25, 2005

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, R. Handevitd W. Zelinski, G. Cowling; Manager Much, Accountant Voigt.

Excused: Commissioner D. Siebers.

Also Present: Chad Olsen (McMahon Associates); Paul Much (MCO).

Motion made by Commissioner R. Zielinski, seconded by Commissioner R. Handevitd to approve the minutes of the Regular Meeting of December 28, 2004. Motion carried unanimously.

Correspondence

There following correspondence was discussed.

3. January 5, 2005 letter from Menasha City Clerk, to Mr. Ray Zielinski, NMSC Commissioner.
RE: Reappointment of Ray Zielinski as Commissioner on the NMSC.
4. January 6, 2005 letter from Neenah Mayor Scherck, to Mr. John Jurgenson, NMSC.
RE: Reappointment of John Jurgenson as Commissioner on the NMSC.
5. January 6, 2005 letter from Paul Much, NMSC, to Mr. Kevin Weinberger, CB Supply, Inc.
RE: Notice of Fine for failure to submit requested information.
6. January 17, 2005 letter from Meadwestvaco and January 21, 2005 email from Mr. Tim Nusbaum, Meadwestvaco.
RE: Meadwestvaco selling papers business portion and assets; this transaction does not affect our current relationship with Meadwestvaco.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited income statements for December 2004. The auditors from Schenck & Associates will be here to audit the NMSC records beginning on Monday January 31. Moved by Commissioner R. Handevitd, seconded by Commissioner W. Helein to accept the unaudited financial statements for the month of December 2004 and place them on file. Motion carried unanimously.

Manager Much discussed with the Commission the upcoming retirement of one of the Commission's union employees. This individual is in the process of obtaining the final paperwork he needs to complete his retirement application with the State and with Social Security. If this information is obtained timely, he plans on retiring on February 28, 2005. Manager Much informed the Commission that the wages and benefits paid out for this operator position is projected to be \$81,700 in 2005. Discussion on replacing this individual with a MCO employee ensued; Manager Much offered to amend the MCO contract to hire an additional employee at the rate of \$81,700 per year. After discussion, motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to approve amending the MCO contract to add an additional staff member to the MCO contract for \$81,700 per year. Motion carried unanimously.

Accountant Voigt presented MCO invoice #9822 in the amount of \$76,004.50 for the month of February 2005. Motion made by Commissioner R. Handevitd, seconded by Commissioner W. Helein to approve MCO invoice #9822 in the amount of \$76,004.50 for the month of February 2005 and to pay the invoice after February 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report and Investment Report for the month of December 2004. The rates earned at the Local Government Investment Pool have continued to rise while the funds at Prospera Credit Union have remained fairly steady with only a slight increase in their rate. Motion made by Commissioner R. Handevitd, seconded by Commissioner W. Helein to accept the Accountants Report and Investment Report for the month of December 2004. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of December 2004. The plant is continuing to operate well at the moment; there are no signs of oil showing up in the sludge as we have had in the past over the last several years. This could possibly be the result of industrial inspections made during 2004 and making the industries aware of the problem oil causes. There currently is a polymer shortage in the market and we need to place our order for

polymer 3 – 4 months in advance. Beginning in January, the written report provided to the Commission will be modified with some areas eliminated that no longer provide relevant information. Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to approve the operating report for the month of December 2004 and to place the report on file. Motion carried unanimously.

Chad Olsen (McMahon Associates) updated the Commission on the status of activities regarding the digester gas mixing system. We are waiting for the contracts and shop drawings to be returned by EIMCO; all communications with them indicate they will complete the contract as bid. The contract with Envirex took eight revisions before the proper language was resolved. The results from the digester cover inspection show the steel is good, but the paint is failing in the attic space and we should repaint the inside of the covers prior to putting the digesters back in service. Chad Olsen will obtain a quote to have the covers repainted from the painter who is currently working at the NMSC and will present the quote at the next meeting. It is estimated the bidding for the installation of the gas mixing system will be completed in March.

Chad Olsen also updated the Commission on the status of the Siloxane removal pilot system and the engine-heating system evaluation. The pilot system continues to run well; the filter media was changed last week and the engines continue to run well. The evaluation of the engine system indicates we should look at an engine/genset unit to tie in with the utility, this will allow us to use all the power generated. WPPI may have some grant money available for the Siloxane removal project. This will be looked into further. Chad Olsen also reviewed the costs to date on the various McMahon Associates projects with the Commission.

Old Business

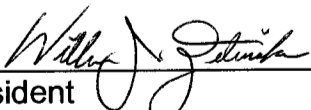
The High Strength Waste report log was presented. The gas engines are using the Siloxane pilot unit and green power income is being received. We are still controlling the amount of waste being received to keep the foaming problem under control.

Manager Much discussed the influent sampling changes requested to be made by Kaempfer & Associates. The requested change is to move the influent sampler suction tube to the center of the diverging section of the flume. Manager Much indicated this would cost about \$1,000 - \$1,200 to move both the Menasha and Neenah influent sampler suction tubes to keep the set-ups uniform. It was felt this could be completed by the end of March. Manager Much recommends proceeding with the proposed changes as requested by Kaempfer & Associates. Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein to proceed in moving the plant influent sampler suction tubes as requested by Kaempfer & Associates. Motion carried unanimously.

Election of Officers. Motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to unanimously re-elect the current slate of officers. Motion carried unanimously. The officers of the NMSC for the coming year are: President – William Zielinski, Vice President – Dale Siebers, Secretary – John Jurgenson, Treasurer – Raymond Zielinski.

Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein, to approve Operating Fund Vouchers #126179 thru #126236 in the amount of \$246,469.28 for the month of December 2004 and Payroll Vouchers #20410 thru #20433 in the amount of \$11,952.11 for the month of December 2004. Motion carried unanimously.

Motion made by Commissioner R. Handevitd, seconded by Commissioner W. Helein to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 8:50 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday February 22, 2005

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

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, R. Handevitd W. Zielinski, G. Cowling; Manager Much, Accountant Voigt.

Excused: Commissioner D. Siebers.

Also Present: Mark Radtke and Taryn Nall (City of Menasha); Chad Olsen (McMahon Associates).

Motion made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to approve the minutes of the Regular Meeting of January 25, 2005. Motion carried unanimously.

Correspondence

There following correspondence was discussed.

7. February 1, 2005 letter from Mr. Ronald Bunkert, NMSC employee to Mr. William Zelinski, NMSC President.
RE: Notification to NMSC of retirement from Commission on February 28, 2005.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited income statement for January 2005. The auditors from Schenck & Associates were here to audit the NMSC records and it is anticipated a final report will be presented at the March 22 meeting. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to accept the unaudited financial statement for the month of January 2005 and place them on file. Motion carried unanimously.

Accountant Voigt presented MCO invoice #9885 in the amount of \$75,493.56 for the month of March 2005. Motion made by Commissioner R. Handevitd, seconded by Commissioner W. Helein to approve MCO invoice #9885 in the amount of \$75,493.56 for the month of March 2005 and to pay the invoice after March 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of January 2005. The rates earned at the Local Government Investment Pool have continued to rise. The funds at Prospera Credit Union have been transferred into a new Municipal Money Market account that will be paying a higher interest rate to keep in line with the rate paid by the Local Government Investment Pool. Motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to accept the Accountants Report for the month of January 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Manager Much presented to the Commission the Amendment Of Management, Supervision, Operations, and Maintenance Contract as discussed and approved at the January 25 meeting. A new employee has been hired by MCO and will be starting on February 28. The contract adjustment is for an annual amount of \$81,700. This amount is the same as would have been paid by the Commission in wages and benefits to the retiring NMSC employee. After discussion, motion was made by Commissioner R. Handevitd, seconded by Commissioner R. Zielinski to approve the contract amendment as presented. Motion carried unanimously.

Accountant Voigt presented the following invoices from McMahon Associates for payment:

#22500	Siloxane Removal System-Pilot Study	\$ 42.00
#22502	Heating/Engine System Evaluation	\$ 100.20
#22877	Heating/Engine System Evaluation	\$1,092.60
#22507	Digester Gas Mixing System - Study	\$ 572.46
#22508	Digester Gas Mixing System - Design	\$ 719.30
#22883	Digester Gas Mixing System - Design	\$1,250.39
#22509	Digester Gas Mixing System - Bidding	\$ 912.39
#22882	Digester Gas Mixing System - Bidding	\$ 34.50

Motion made by Commissioner R. Handevitd, seconded by Commissioner W. Helein to approve for payment invoices #22500, #22502, #22877, #22507, #22508, #22883, #22509 and #22882 to McMahon Associates. Motion carried unanimously.

To accommodate those in attendance, Commission President W. Zelinski moved to agenda item 7-B. Old Business – Plant & Ninth Street Sampling Setup.

Taryn Nall discussed with the Commission the attempt to relocate the sampling pipe into the throat of the flumes. With this setup, the pipe is collecting a lot of ragging and the pick-up tube is plugging. Taryn presented two additional options to try: One option is to use a flexible tube with a weight at the end of the tube; the second option is to move the sampling pipe to the side of the flume located just out of the main flow stream. The hope is this would move the pipe away from the flow of the rags traveling thru the flume. Discussion on these options ensued. Commissioner R. Handevitd questioned Taryn Nall that if this doesn't work, where is the end of this? Following discussion on this matter, Randy Much

indicated the next best alternative to try in moving the sampling pipe is to the side of the flume just outside of the main flow stream.

Taryn Nall presented the Commission with a proposal from the City of Menasha to move the monitoring station at Waverly Lift Station #1 to a spot downstream of the valves on the sewer line going into Menasha. The Commission discussed how this was previously decided that Lift Stations #1 and #4 would remain as the sampling points for Waverly Sanitary District. Further discussion on this matter included how the Town of Menasha and Waverly Sanitary District are happy with the current arrangements and don't have a problem with the sampling points. The Commission reminded Taryn Nall that the Commission did not create the problem with the valves located after the sampling point and they don't want to except any of the responsibility associated with the potential problems that could occur with the valves being changed without any notification to all users involved.

The meeting returned to the agenda as published.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of January 2005. The plant is continuing to operate well at the moment; the methane gas engine spun a connecting rod bearing, this will result in a significant loss of income – we will lose the green power income and will need to rely on more electric and natural gas resulting in higher charges from these two utilities. Manager Much reported he may have a community that might be interested in purchasing the old microscope from the Commission. This model of microscope would sell for about \$3,000 new; we would be able to get \$1,500 for it from this community. Motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to approve the operating report for the month of January 2005 and to place the report on file. Motion carried unanimously.

Chad Olsen (McMahon Associates) updated the Commission on the status of activities regarding the digester gas mixing system. The contracts from EIMCO have been received and now need to be reviewed by the Commission Attorney and Insurance Agent. The shop drawings also have been received. The information from Envirex has been received and the design will go to the DNR this week for their approval. A June delivery date is still planned. OMNI looked at the peeling paint on the digester covers and provided a quote of \$27,000 to repaint each cover. OMNI estimates it will take 2-3 weeks to repaint the digester covers. The construction schedule is tentatively planned for construction to begin in April; first the Meso tank will be completed, then the Thermo tank will be worked on. Construction is currently estimated to be completed in mid-September.

Chad Olsen also updated the Commission on the status of the Siloxane removal pilot system and the engine-heating system evaluation. The pilot system was running well; the methane gas engines are down due to mechanical failure.

Manager Much presented a sewer extension request from McMahon Associates for Palisades Condominiums located in the Town of Menasha Utility District. Motion was made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the sewer extension request for Palisades Condominiums located in the Town of Menasha Utility District. Motion carried unanimously.

Old Business

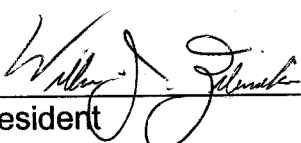
The High Strength Waste report log was presented. The gas engines were using the Siloxane pilot unit and green power income was being generated until the gas engines broke down.

Other Business

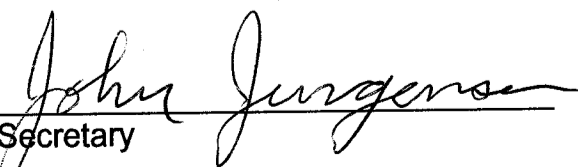
Commissioner W. Helein questioned why Menasha brought the discussion concerning moving the metering station issue to the Commission since this item was not specifically listed as an agenda item. Manager Much reported that he was asked if Menasha could discuss this issue at this meeting and he would allow it under the category of Plant and Ninth Street sampling setup.

Motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson, to approve Operating Fund Vouchers #126237 thru #126282 in the amount of \$239,109.12 for the month of January 2005 and Payroll Vouchers #20434 thru #20440 in the amount of \$7,399.31 for the month of January 2005. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner R. Handevitd to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:05 a.m.



 President



 Secretary

Regular Meeting**Tuesday March 22, 2005**

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, R. Handevitd W. Zelinski, G. Cowling; Manager Much, Accountant Voigt.

Excused: Commissioners W. Helein, D. Siebers.

Also Present: Chad Olsen (McMahon Associates); Paul Much (MCO).

Motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to approve the minutes of the Regular Meeting of February 22, 2005. Motion carried unanimously.

To accommodate those in attendance, President W. Zelinski moved to Agenda Items 6B – Siloxane removal & Heating/Engine Genset System and 6C – Digester Gas Mixing System.

Chad Olsen (McMahon Associates) informed the Commission on two bids received for replacing the methane engine genset. The bids received were from Inland Detroit Diesel-Allison (GE Jenbacher) for \$278,000 and from Charles Equipment Company (Waukesha) for \$195,475. The bid from Inland Detroit Diesel-Allison is for a 335kw unit and the bid from Charles Equipment Company is for a 280kw unit. Based on the bids, Mr. Olsen recommends re-looking at the equipment and bid amounts to see if this would be the best use of our dollars to be spent. The bid prices will be good for 90-days which will allow us to review other options; such as replacing the boilers used to heat the digesters and to heat the buildings.

Mr. Olsen distributed to the Commissioners a letter summarizing the three bids received on March 17 for the installation of the digester mixing system and his recommendation to accept the bid from Lee's Contracting/Fabricating, Inc. The bid from Lee's contracting was the low bid at \$263,814. The other bids received were from August Winter & Sons, Inc. in the amount of \$322,000 and from J.F. Ahern Company in the amount of \$383,800. There was an alternate bid included in the bid package for the painting of the underside of the digester covers. It will not be known if the underside of the digester covers will need to be painted until the digester tanks are emptied and an inspection can be performed. If the underside of the digester tank covers need to be painted, the entire project will be \$184,000 under the original budget. After discussion, motion was made by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to accept the bid from Lee's Contracting/Fabricating Inc. in the amount of \$263,814 and to issue the Notice of Award to the same. Motion carried unanimously.

President W. Zelinski returned to the agenda as published.

Correspondence

There following correspondence was discussed.

1. March 2, 2005 letter from Mr. Mark Radtke, City of Menasha Director of Public Works to Mr. Randy Much, NMSC.
RE: Sewer connections to NMSC Interceptors.
2. March 10, 2005 letter from Mr. Randy Much, NMSC to Mr. Mark Radtke, City of Menasha Director of Public Works.
RE: Response to Mark Radtke letter concerning connections to NMSC Interceptors.
3. March 14, 2005 letter from Mr. Gus Glaser, DNR to Mr. William Zelinski, NMSC President.
RE: Approval of modifications to the anaerobic digester mixing system.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for February 2005. The O & M portion of the budget is currently running at a loss. With the anticipated spring rains and snow melt, the loadings will be watched to see if additional income will be generated to eliminate the current deficit. If the loadings do not increase, the rates will need to be increased in the third quarter. The audit will be completed and presented to the Commission at the April 26 meeting. Moved by Commissioner R. Handevitd, seconded by Commissioner R. Zielinski to accept the unaudited financial statements for the month of February 2005 and place them on file. Motion carried unanimously.

Accountant Voigt presented MCO invoice #9943 in the amount of \$81,903.73 for the month of April 2005. Motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to

approve MCO invoice #9943 in the amount of \$81,903.73 for the month of April 2005 and to pay the invoice after April 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of February 2005. The rates earned at the Local Government Investment Pool have continued to rise. The funds at Prospera are in a new Municipal Money Market account that is paying a higher interest rate to keep in line with the rate paid by the Local Government Investment Pool. Another CD matured consisting of replacement funds and was deposited into our money market account at First National Bank Fox Valley. This account is being built up to have the funds on hand for replacing the digester mixing system. Outside income generated by MCO and paid to the NMSC is running about the same as last year at this time. Motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to accept the Accountants Report for the month of February 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Manager Much presented to the Commission a retirement letter from one of the two remaining NMSC employees. This employee has 37 years of service with the Commission and he will retire from the NMSC on the condition the NMSC approves a contract amendment with MCO to transfer his employment from the NMSC to MCO. Manager Much offered a contract amendment to the current MCO contract in the amount of \$81,700 which is the same amount that was approved last month to replace another retiring employee from the NMSC. The Commission discussed this issue and the remaining NMSC employee. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to approve the contract amendment with MCO in the amount of \$81,700 to modify the existing Management, Supervision, Operations, and Maintenance contract to add another employee to this contract. Motion carried unanimously.

Accountant Voigt presented the following invoices from McMahon Associates for payment:

#23506	Heating/Engine System Evaluation	\$ 420.98
#23508	Digester Gas Mixing System - Design	\$10,992.41
#23507	Digester Gas Mixing System - Bidding	\$ 127.83

Motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve for payment invoices #23506, #23508 and #23507 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of February 2005. The plant continues to operate well at the moment. Motion made by Commissioner R. Handevitd, seconded by Commissioner R. Zielinski to approve the operating report for the month of February 2005 and to place the report on file. Motion carried unanimously.

Manager Much presented a sewer extension request from OMNI Associates for Nature Trail Subdivision Phase 4 located in the City of Neenah. Motion was made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the sewer extension request for Nature Trail Subdivision Phase 4 located in the City of Neenah. Motion carried unanimously.

Old Business

The High Strength Waste report log was presented. High Strength waste is still being received; the methane gas engines are down due to mechanical breakdown.

Manager Much discussed the plant sampling setup and the results of moving the sampling collection tube where requested by the City of Menasha consultant from Kaempfer & Associates. When the tube was moved to the new location as requested, the sampling tube plugged up immediately. This new location for the sampler tube did not alleviate the problems that were experienced at the last requested setup location. Manager Much informed the Commission that the engineer from Kaempfer & Associates is reviewing this setup and we are waiting for his input and ideas on how he would like us to proceed next on this issue. Commissioners questioned if we should have the consultant at the next meeting to address this problem. The Commission also discussed if the consultant should provide us with alternative options to be tried and to present this to the Commission at the next meeting. Manager Much was directed to send a letter to the City setting a deadline for instituting monitoring changes by the next commission meeting and to have representatives from the City present at the next meeting to discuss the alternatives.

Motion made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson, to approve Operating Fund Vouchers #126283 thru #126335 in the amount of \$215,414.20 for the month of February 2005 and Payroll Vouchers #20441 thru #20449 in the amount of \$21,940.19 for the month of February 2005. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner R. Handevitd to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:10 a.m.

President

Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday April 26, 2005

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, R. Handevitd W. Zelinski, G. Cowling; Attorney Gunz, Manager Much, Accountant Voigt.

Also Present: Tom Vik, Chad Olsen (McMahon Associates); David Maccoux (Schenck s.c.); Mark Radtke, Taryn Nall (City of Menasha); Paul Much (MCO).

Motion made by Commissioner R. Handevitd, seconded by Commissioner R. Zielinski to approve the minutes of the Regular Meeting of March 22, 2005. Motion carried unanimously.

Correspondence

There following correspondence was discussed.

1. March 24, 2005 letter to Mr. Mark Radtke, City of Menasha Director of Public Works from Mr. Randall Much, NMSC.
RE: Commission deadline for satisfactory resolution for modification to sampling setup.
2. March 25, 2005 letter to Mr. Randall Much, NMSC from Mr. Mark Radtke, City of Menasha Director of Public Works.
RE: Response to letter placing deadline on modifications to sampling setup.
3. March 19-20, 2005; emails between Roger Voigt, NMSC Accountant and NMSC Attorney Jim Gunz.
RE: Town of Menasha appointment to NMSC Commission.

To accommodate those in attendance, President W. Zelinski moved to Agenda Items 7B – Plant Influent Sampling setup.

Taryn Nall reported the City of Menasha is using Badger Laboratories to sample significant users in the City. He further reported the City has concerns with the recently recorded day of 35,000 pounds of solids. The City is looking at wanting more duplicate testing to occur of samples that have both high and low test results. Commissioner R. Handevitd stated that he has only heard from the City that the high loadings are not correct and there have been no acknowledgements from the City that possibly the numbers are correct. Discussion was held on the possibility of testing a sample to see if we could identify a possible source when a high loading day occurs. Manager Much reported that it is not possible to look at one "fingerprint" in a sample to try to identify a industry or discharger. Discussion was held on the recent placement of the influent sampler pickup tube. The current location of the tube and the setup of the pickup tube appear to be satisfactory. NMSC staff will make the current setup permanent. Both the City and Kaempfer Associates are happy with the current placement of the sampling equipment and pickup tube.

President W. Zelinski moved to agenda item 5A – 2004 NMSC Audit Report.

Mr. David Maccoux (Schenck, s.c.) presented and reviewed with the Commission the 2004 Audit Report and the report of Other Comments and Observations. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the 2004 Audit Report and Report of Other Comments and Observations as presented. Motion carried unanimously.

President W. Zelinski moved to agenda items 6B – Digester Gas Mixing System and agenda item 6C – Heating System & Engine/Genset System.

Chad Olsen presented a change order request from Lee's Contracting. An error was made by the electrical subcontractor in pricing the VFD's for the digester gas mixing system. The subcontractor quoted a price for one (1) VFD, and not for the six (6) that are required for the project. The subcontractor is requesting an additional \$3,736 in the change order request. This amount would still keep the electrical subcontractor as the low bidder; the actual cost for the additional VFD's would be around \$9,000. Chad informed the Commission they are under no obligation to approve this change order, but if they do he recommends approving only the additional cost requested by the electrical subcontractor and not any additional contractor markup. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the change order request from Lee's Contracting in the amount of \$3,736. The motion passed on a vote of 5 ayes and 1 nay.

Chad Olsen updated the Commission on the digester gas mixing system construction activities. Construction started this week; a couple of weeks ahead of schedule. The gas mixers are scheduled to arrive June 15.

Chad Olsen discussed the status Engineering Evaluation of the digester heating system and the engine/genset cogeneration system. At the March meeting two bids were presented for purchasing a new 250 KW cogeneration system. The heating needs at the facility were further reviewed and it was determined that all the heating for the facility that is handled by 2 boilers and the gas engines is currently just able to meet the winter heating needs; in the future this will not be sufficient. The engine/genset cogeneration system with the Siloxane removal is a cost effective project with a payback of 11-14 years. Boiler heating options consist of either new boilers or a sludge-to-sludge heat exchanger. Based on the costs and options the sludge-to-sludge heat exchanger is a cost effective option. Option 2A in the Engineering Evaluation Report provides the option of pursuing the installation of the engine/genset cogeneration system and installing the sludge-to-sludge heat exchanger. McMahon Associates recommends this option as the method to pursue further. In 1997 the Facility Plan recommended this plan; the need in 1997 was there, but it was not required to be acted upon at that time. At this time any approval of any of the presented options would only be for an approval on the concept on how to proceed, and not the approval to proceed with a project. Further discussion was held on these items, Chad Olsen was requested to find out what the ramifications would be for the engine/genset cogeneration system if the Siloxane removal system is not designed to remove the hydrogen sulfide. The quotes on the engine/genset cogeneration system will be good for another 30-days allowing Chad to contact the equipment suppliers for their input. Chad will report back to the Commission on his findings at the next meeting. After discussion, motion was made by Commissioner R. Handevitd, seconded by Commissioner W. Helein to proceed pursuing option 2A for the idea of adding the engine/genset cogeneration system with Siloxane removal and a sludge-to-sludge heat exchanger system as recommended by McMahon Associates. Motion carried unanimously.

Commission President W. Zelinski returned to the agenda as published.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for March 2005. The O & M portion of the budget is currently running at a loss. The plant loadings did not increase as anticipated, the rates will need to be increased in the third quarter. Moved by Commissioner D. Siebers, seconded by Commissioner W. Helein to accept the unaudited financial statements for the month of March 2005 and place them on file. Motion carried unanimously.

Accountant Voigt presented the proposed change in rates for the plant Operations & Maintenance. It is recommended the rates should be changed starting with the June billing. After discussion, motion made by Commissioner D. Siebers, seconded by Commissioner W. Helein to approve the new rates as presented effective with the June billing. Motion carried unanimously. The new rates beginning in June will be: Flow - \$134.16/MG, BOD - \$0.2047/pound, Suspended Solids - \$0.1010/pound.

Accountant Voigt presented MCO invoice #10007 in the amount of \$102,451.04 for the month of May 2005. Motion made by Commissioner R. Handevitd, seconded by Commissioner W. Helein to approve MCO invoice #10007 in the amount of \$102,451.04 for the month of May 2005 and to pay the invoice after May 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of March 2005. The rates earned on our deposits have continued to rise. Motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to accept the Accountants Report for the month of March 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt presented a report summarizing the engineering costs incurred for the various projects at the treatment plant as well as the following invoices from McMahon Associates for payment:

#24132	Digester Gas Mixing System - Design	\$5,250.95
#24133	Digester Gas Mixing System - Bidding	\$2,424.97

Motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve for payment invoices #24132 and #24133 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of March 2005. Manager Much was questioned if the second receiving tank was installed for the high strength wastes. Manager Much reported the tank has been approved but it has not been installed. The need for this tank currently does not exist because of the foaming problems in the digester and now also with the digester construction project. Motion made by Commissioner R. Handevitd, seconded by Commissioner R. Zielinski to approve the operating report for the month of March 2005 and to place the report on file. Motion carried unanimously.

Manager Much presented a sewer extension request from McMahon Associates for Southfields 1st Addition located in the City of Neenah. Motion was made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the sewer extension request for Southfields 1st Addition located in the City of Neenah, contingent upon approval by the City of Neenah. Motion carried unanimously.

Old Business

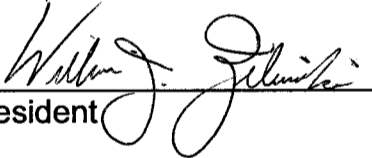
The High Strength Waste report log was presented. High Strength waste is still being received; the methane gas engines are down due to mechanical breakdown.

New Business

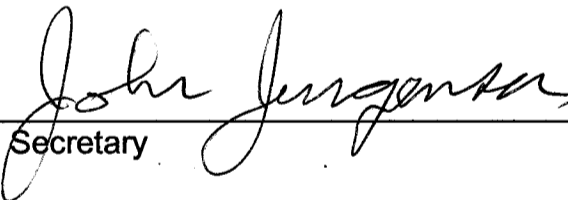
NMSC Attorney Jim Gunz discussed the proposed NMSC Resolution 2005-1, a "Resolution Supporting Legislation Regarding the Scope of Comprehensive General Liability Insurance Policies as They Relate to Certain Environmental Claims". This resolution is recommended for approval by our environmental attorneys at Davis & Kuelthau, s.c. All of the other entities who are in the defense group with the NMSC have approved this resolution; we are the remaining group to approve this resolution. Attorney Gunz indicated that Wisconsin law regarding insurance in this issue is not clear. After discussion, motion was made by Commissioner R. Zielinski, seconded by Commissioner R. Handevitd to approve NMSC Resolution 2005-1. Motion carried unanimously on a roll call vote.

Motion made by Commissioner R. Zielinski, seconded by Commissioner G. Cowling, to approve Operating Fund Vouchers #126336 thru #126392 in the amount of \$225,872.17 for the month of March 2005 and Payroll Vouchers #20450 thru #20460 in the amount of \$12,062.54 for the month of March 2005. Motion carried unanimously.

Motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:50 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday May 24, 2005

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, R. Handevitd W. Zelinski, G. Cowling; Manager Much, Accountant Voigt.

Excused: Commissioner D. Siebers.

Also Present: Tom Vik, Chad Olsen (McMahon Associates).

Motion made by Commissioner R. Zielinski, seconded by Commissioner R. Handevdt to approve the minutes of the Regular Meeting of April 26, 2005. Motion carried unanimously.

Correspondence

There following correspondence was discussed.

4. April 26, 2005 letter to Mr. Randall Much, NMSC from Mr. David Sipple, Environmental Engineer with Neenah Foundry Company.
RE: Request for permission to discharge water based parts washer formulation.
5. May 2, 2005 letter to Mr. David Sipple, Neenah Foundry Company from Mr. Randall Much, NMSC.
RE: NMSC approval to discharge water based parts washer formulation.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for April 2005. Moved by Commissioner R. Handevdt, seconded by Commissioner J. Jurgenson to accept the unaudited financial statements for the month of April 2005 and place them on file. Motion carried unanimously.

Accountant Voigt presented MCO invoice #10059 in the amount of \$89,182.50 for the month of June 2005. Motion made by Commissioner R. Handevdt, seconded by Commissioner W. Helein to approve MCO invoice #10059 in the amount of \$89,182.50 for the month of June 2005 and to pay the invoice after June 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of April 2005. The rates earned on our deposits have continued to rise. Motion made by Commissioner R. Handevdt, seconded by Commissioner R. Zielinski to accept the Accountants Report for the month of April 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt presented a report summarizing the engineering costs incurred for the various projects at the treatment plant as well as the following invoices from McMahan Associates for payment:

#24281	Digester Gas Mixing System - Design	\$3,559.76
#24279	Digester Gas Mixing System – Bidding	\$ 217.50
#24280	Digester Gas Mixing System-Construction	\$1,316.00

Motion made by Commissioner R. Handevdt, seconded by Commissioner G. Cowling to approve for payment invoices #24281, #24279 and #24280 to McMahan Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of April 2005. The Commission briefly discussed the change in loadings from the City of Neenah and the Town of Neenah Sanitary District #2. Motion made by Commissioner G. Cowling, seconded by Commissioner R. Handevdt to approve the operating report for the month of April 2005 and to place the report on file. Motion carried unanimously.

Chad Olsen updated the Commission on the Digester Mixing System modifications. The majority of the demolition work is completed in the mesophilic digester. Some corrosion exists on the underside of the covers and also on the outside rim plate on the edge of the covers next to the tank wall. McMahan Associates recommends hiring Lee's Contracting on a time and material basis to patch the areas of significant corrosion. The coating system on the underside of the cover is failing and it is recommended that the alternate bid of \$61,000 be accepted. The upper sludge re-circulation pipe supports are severely corroded and the pipe is in danger of collapsing. Lee's Contracting provided a price of \$11,900 to remove the upper sludge line and supports, provide a new pipe stub and additional lateral bracing for the gas line. After discussion, motion made by Commissioner R. Handevdt, seconded by Commissioner J. Jurgenson to approve the alternate bid in the amount of \$61,000 for blasting and coating the underside, rim plate and gas dome of the covers. Motion carried unanimously. Discussion on the need to patch and repair areas of corrosion followed. After discussion, motion made by Commissioner R. Handevdt, seconded by Commissioner W. Helein to hire Lee's Contracting on a time and material basis to patch and repair significant areas of corrosion found while sand blasting the digester. Motion carried unanimously. Additional discussion ensued on the need to replace the upper sludge line supports and to provide additional lateral bracing. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Handevdt to approve the change order in

the amount of \$11,900 to replace the upper sludge line supports and to provide additional lateral bracing. Motion carried unanimously.

Chad Olsen updated the Commission on the engine/genset cogeneration system proposal from Charles Equipment Company. In the past several weeks it has become known of several problems that are being experienced with the engines that were quoted. A facility in Illinois and another facility in California have experienced extreme difficulties in getting this engine to run – on either methane gas or natural gas. Based on this information, McMahon Associates no longer recommends moving forward to purchase the engine quoted by Charles Equipment. An option was presented for us to install a completely different engine. An option to purchase a rebuilt engine/genset – a factory rebuilt engine with a full warranty, was presented by Charles Equipment. The engine proposed has a proven track record for performance. The engines are from the 1980's vintage and parts are still available for this unit. Chad informed the Commission he is waiting for the proposal from Charles Equipment for this engine. The Commission instructed Chad to also obtain a price for a second engine.

Chad Olsen updated the Commission on the sludge-to-sludge heat exchanger proposed in the Engineering Evaluation discussed at the April 26 meeting. Two units were proposed, one from Soltech and another from Walker Process. Chad had contacted Walker Process to inquire about any guarantee that they may offer regarding the unit not plugging within a reasonable time. Walker Process proposed two options to the Commission. After discussion, motion was made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to proceed with the sludge-to-sludge heat exchanger unit from Soltech. Motion carried unanimously.

Chad Olsen presented a proposal for the design, bidding, and construction engineering services for the implementation of Option #2A that was proposed in the Engineering Evaluation discussed at the April 26 meeting. The proposal is for time and expense not to exceed \$60,000. After discussion, motion made by Commissioner R. Handevitd, seconded by Commissioner G. Cowling to approve the Agreement for Professional Services for the Anaerobic Digester/Facility Heating System Improvements Design. Motion carried unanimously.

Manager Much discussed with the Commission the plant outfall pipe and the possibility that it may be either plugged or the pipe in the river bed may have collapsed. Currently the majority of our effluent flow is passing thru the overflow structure constructed at the end of Mathewson Street. Our discharge limits are based on the effluent flow discharging in the middle of the river. Our options are to televise the pipe to see what the problem is and to contact the DNR to see if we can have our discharge limits changed to recognize the overflow structure as the discharge point of our effluent. It would be best to have an engineer work with the DNR to resolve this issue. After discussion, motion made by Commissioner R. Handevitd, seconded by Commissioner W. Helein to have McMahon Associates contact and work with the DNR regarding the plant outfall issue. Motion carried unanimously.


Manager Much presented a sewer extension request from Martenson & Eisele, Inc. for Lake Park Villas (Sabani's Restaurant) located in the City of Menasha, Waverly Sanitary District. Motion was made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to approve the sewer extension request for Lake Park Villa's (Sabani's Restaurant) located in the City of Menasha, Waverly Sanitary District, contingent upon approval by Waverly Sanitary District. Motion carried unanimously.

Old Business

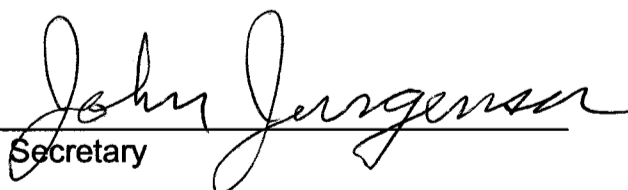
High Strength waste is still being received.

Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski, to approve Operating Fund Vouchers #126393 thru #126444 in the amount of \$297,541.14 for the month of April 2005 and Payroll Vouchers #20461 thru #20465 in the amount of \$5,874.58 for the month of April 2005. Motion carried unanimously.

Motion made by Commissioner R. Handevitd, seconded by Commissioner R. Zielinski to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:00 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting**Tuesday June 28, 2005**

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, R. Handevitd W. Zelinski, G. Cowling; Manager Much, Accountant Voigt.

Excused: Commissioner D. Siebers.

Also Present: Tom Vik, Chad Olsen (McMahon Associates), Paul Much (MCO).

Motion made by Commissioner R. Zielinski, seconded by Commissioner R. Handevitd to approve the minutes of the Regular Meeting of May 24, 2005. Motion carried unanimously.

Correspondence

There following correspondence was discussed.

6. June 18, 2005 letter from Mr. G.R. Gaillard, St. Paul Travelers Insurance to Mr. Jim Peichl, NMSC.
RE: Repair to methane engine covered under Boiler & Machinery insurance policy.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for May 2005. The O & M rates sets for the 3rd quarter may not cover the amount of the current O & M deficit; this will need to be watched. Moved by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to accept the unaudited financial statements for the month of May 2005 and place them on file. Motion carried unanimously.

Accountant Voigt presented MCO invoice #10130 in the amount of \$89,182.50 for the month of July 2005. Motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve MCO invoice #10130 in the amount of \$89,182.50 for the month of July 2005 and to pay the invoice after July 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of May 2005. The rates earned on our deposits have continued to rise. Motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to accept the Accountants Report for the month of May 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt presented Certificate for Payment #1 from Lee's Contracting/Fabricating, Inc. in the amount of \$93,770.55 for work done on the Anaerobic Digestion Mixing System. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve for payment Certificate for Payment #1 from Lee's Contracting/Fabricating, Inc. in the amount of \$93,770.55. Motion carried unanimously.

Accountant Voigt presented the following invoices from McMahon Associates for payment:

#24883	Digester Gas Mixing System - Design	\$ 450.00
#24884	Digester Gas Mixing System—Construction	\$3,537.32
#24891	Heating System Improvements-Design	\$ 316.50
#24892	Outfall Investigation	\$ 254.00

Motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to approve for payment invoices #24883, #24884, #24891 and #24892 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of May 2005. Menasha influent samples are currently being split into three samples with two samples sent to Badger Laboratories and one sample kept by the NMSC. The two samples being tested by Badger Labs are at the City of Menasha expense. Motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the operating report for the month of May 2005 and to place the report on file. Motion carried unanimously.

Chad Olsen updated the Commission on the Digester Mixing System modifications. The attic in the digester cover is painted, the three mixers for the one digester were delivered to the NMSC plant but were not accepted due to the painting on the mixers were not up to specifications. The mixers for the second digester are being shipped and will be installed in the place of the first set that was received and sent back. No project delays should occur because of this problem. Chad discussed the memo faxed regarding the need to paint the top of the digester cover. Several Commissioners were contacted to obtain their approval to go ahead with this change order. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the change order with Lee's Contracting to paint the topside of the digester cover at a cost of \$11,640.

Chad Olsen updated the Commission on the engine/genset cogeneration system proposal from Charles Equipment Company. At the May Commission meeting the Commissioners were informed of problems being incurred at other facilities with the equipment proposed for the engine/genset cogeneration system. Since the May meeting even more instances of equipment problems have been found as well as problems with the distributor (Charles Equipment Co.) and how they are handling some of the problems with the equipment installed. The quotes received for the engines discussed at the last meeting came in at \$203,570 for the reconditioned units with a one year warranty. To purchase the engines in "as-is" condition was quoted at \$139,470. MCO staff talked with the mechanic who services the current engines and he informed us of a unit available in South Dakota that was used as a backup unit. The unit is about 4-5 years old and has only 300 hours of run time on it. The mechanic was confident the unit would work in our environment utilizing the current Siloxane removal unit. He is familiar with this type of unit and it has been a good performing engine with low costs to rebuild compared to our current engine. The cost for this engine would be about \$65,000. The new cost for this engine is \$120,000. Manager Much indicated that purchasing this engine could have this project come \$300,000 under budget. Currently we are losing \$5,000 per month in Green Power income and we are spending about \$10,000 more per month in electric and natural gas charges because we are not using the methane produced by the digesters. After discussion, motion was made by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to approve the purchase of the engine/genset unit for \$65,000 as discussed. Motion carried unanimously.

Manager Much discussed with the Commission the quotes received to jet and televise the plant outfall pipe. The cost to perform this would be about \$3,600. The DNR met with McMahan Associates to discuss the issue with the effluent pipe. They are not too concerned with the situation but the NMSC should attempt to determine the problem in the outfall pipe and to get the effluent to discharge into the main river channel. After discussion, motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to approve the jetting and televising of the effluent pipe as quoted by Great Lakes TV Seal, Inc. Motion carried unanimously.

Manager Much presented the 2004 Compliance Maintenance Annual Report (CMAR). The report has changed from previous years. Now the facility is given a grade (A, B, C, D, or F) and the grade determines if the facility needs to take any action. Any grades of C, D, or F require action. The new CMAR also added a new category for the Collection System. The Commission generated grades of A's, one B, and one D. The D grade came from the new category – Collection System. The action needed by the Commission will be to establish a Capacity, Management, Operation & Maintenance (CMOM) program for the Interceptor sewers. NMSC Resolution 2005-2 addresses this issue and that the Commission has reviewed the CMAR. After discussion, motion made by Commissioner R. Handevitd, seconded by Commissioner G. Cowling to approve NMSC Resolution 2005-2. Motion carried unanimously.

Manager Much presented the following sewer extension requests:

1. Sewer Extension request from Davel Engineering for Sunset Terrace Phase 2 located in the Town of Neenah S.D. #2. Motion was made by Commissioner R. Handevitd, seconded by Commissioner G. Cowling to approve the sewer extension request for Sunset Terrace Phase 2 located in the Town of Neenah S.D. #2. Motion carried unanimously.
2. Sewer Extension request from Harris & Associates, Inc. for Tullar Road located in the City of Neenah. Motion was made by Commissioner R. Handevitd, seconded by Commissioner G. Cowling to approve the sewer extension request for Tullar Road located in the City of Neenah. Motion carried unanimously.
3. Sewer Extension request from Martenson & Eisele, Inc. for Province Terrace located in the City of Menasha, Waverly Sanitary District. Motion was made by Commissioner R.

Handevitd, seconded by Commissioner J. Jurgenson to approve the sewer extension request for Province Terrace located in the City of Menasha, Waverly S.D. Motion carried unanimously.

Old Business

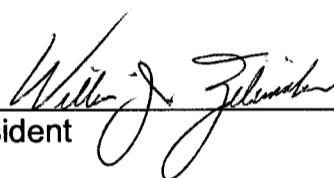
High Strength waste is still being received.

Other Business to Legally Come Before the Commission

Manager Much reported to the Commission that in July he is scheduled for jury duty. In particular he is scheduled to report on July 26 – the day for the next scheduled NMSC meeting. Manager Much is looking to have the July Commission meeting changed to another day in July. The Commission instructed him to wait until we are closer to the meeting date to see if circumstances change requiring the need to change the meeting date.

Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein, to approve Operating Fund Vouchers #126445 thru #126505 in the amount of \$263,794.75 for the month of May 2005 and Payroll Vouchers #20466 thru #20469 in the amount of \$3,030.81 for the month of May 2005. Motion carried unanimously.

Motion made by Commissioner R. Handevitd, seconded by Commissioner R. Zielinski to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 8:40 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Monday July 25, 2005

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

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, W. Zielinski, G. Cowling; Manager Much, Accountant Voigt.

Absent: Commissioner R. Handevitd.

Also Present: Chad Olsen (McMahon Associates), Paul Much (MCO).

Motion made by Commissioner W. Helein, seconded by Commissioner J. Jurgenson to approve the minutes of the Regular Meeting of June 28, 2005. Motion carried unanimously.

Correspondence

There following correspondence was discussed.

7. July 13, 2005 letter from Randall Much, NMSC to Mr. Jim Savinski, DNR.
RE: Biosolids overflow from day-tank.
8. July 19, 2005 letter from Roger Voigt, NMSC to Mr. Taryn Nall, Kaempfer & Assoc.
RE: NMSC to discontinue saving suspended solids filter disks.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for June 2005. The O & M rates sets for the 3rd quarter are not covering the amount of the current O & M deficit. This is mainly due to lower than projected loadings from the communities. Discussion followed on how the

rates are set; based on the current situation it is suggested that a three year average of actual loadings should be used when calculating the rates for 2006. Moved by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to accept the unaudited financial statements for the month of June 2005 and place them on file. Motion carried unanimously.

Accountant Voigt presented the proposed rates for the period from September through December 2005. The proposed rates are based on the current loadings plus what additional revenue needs to be generated to offset the current O & M deficit. After discussion, motion made by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve the proposed rates for the period from September through December 2005 as presented. Motion carried unanimously. The rates O/M/R/D starting for September will be: Flow - \$161.41 per million gallons, BOD - \$0.2548 per pound, SS - \$0.1254 per pound.

Accountant Voigt presented MCO invoice #10186 in the amount of \$89,198.94 for the month of August 2005. Motion made by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to approve MCO invoice #10186 in the amount of \$89,198.94 for the month of August 2005 and to pay the invoice after August 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of June 2005. The short-term rates earned on our deposits continue to increase. Another of the maturing CD's has been put into a short term CD to coincide with possible needs later this year for some of the current projects being worked on. Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein to accept the Accountants Report for the month of June 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt presented Certificate for Payment #2 from Lee's Contracting/Fabricating, Inc. in the amount of \$77,563.57 for work done on the Anaerobic Digestion Mixing System. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve for payment Certificate for Payment #2 from Lee's Contracting/Fabricating, Inc. in the amount of \$77,563.57. Motion carried unanimously.

Accountant Voigt presented Certificate for Payment #1 from EIMCO Water Technologies in the amount of \$115,814.00 for the Anaerobic Digestion Mixing System equipment. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve for payment Certificate for Payment #1 from EIMCO Water Technologies in the amount of \$115,814.00. Motion carried unanimously.

Accountant Voigt presented a report summarizing the engineering costs incurred for the various projects at the treatment plant as well as the following invoices from McMahon Associates for payment:

#25710	Digester Gas Mixing System—Construction	\$2,578.91
#25711	Outfall Investigation	\$ 403.20

Motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve for payment invoices #25710 and #25711 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of June 2005. The plant is currently running well, Menasha solids have begun to increase. Motion made by Commissioner R. Zielinski, seconded by Commissioner G. Cowling to approve the operating report for the month of June 2005 and to place the report on file. Motion carried unanimously.

Chad Olsen updated the Commission on the Digester Mixing System modifications. At the June Commission meeting it was reported to the Commission that when the first set of mixers were delivered there was a problem with the paint coating on the mixers. These were returned to be corrected. The second set of mixers have also arrived and they too had problems with the paint coating. The company painting the digester (Coatco) was hired by the firm providing the mixers (EIMCO) to correct the paint coating on-site. The first set of mixers came back from having the paint coating corrected and they were still not completely satisfactory. EIMCO again hired Coatco to finish correcting the paint coating on this set of mixers. EIMCO will be providing a letter where they will be indicating that will stand behind their product and the paint coating that was applied to the equipment. By having the paint coating corrected on-site we did not lose any significant time in the work schedule. The first set of mixers installed are scheduled to be tested next week and then are to be put into service upon successful testing of the unit.

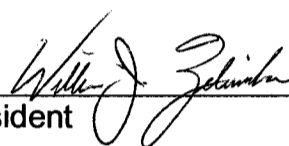
Chad Olsen updated the Commission on the engine/genset system and the digester heating system. The used Cummins engine/genset unit that was purchased should be arriving later this week. The backup boilers for the digester heating system have been designed and the recommend boiler to purchase is a Patterson-Kelley Modufire. The budget price for this boiler is \$34,500 for two units.

Old Business

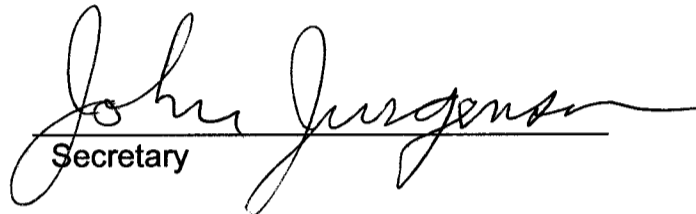
High Strength waste is still being received. The Commission questioned whether we should be charging for the receipt of this waste. Manager Much reported the value of the gas produced from this waste exceeds any additional operating costs incurred. Once the digesters are completed and operational, we can look further into accepting more high strength wastes and the possibility of creating a fee structure for accepting the waste. The Commission indicated they would like to see the subject of creating a fee structure on the agenda.

Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski, to approve Operating Fund Vouchers #126506 thru #126551 in the amount of \$271,239.87 for the month of June 2005 and Payroll Vouchers #20470 thru #20481 in the amount of \$5,202.01 for the month of June 2005. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 8:30 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting**Tuesday August 23, 2005**

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

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, R. Handevit, W. Zielinski, G. Cowling; Manager Much, Accountant Voigt.

Also Present: Chad Olsen (McMahon Associates), Paul Much, Jim Peichl (MCO).

Motion made by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to approve the minutes of the Regular Meeting of July 25, 2005. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for July 2005. The new O & M rates are set to begin for the September billing. Moved by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to accept the unaudited financial statements for the month of July 2005 and place them on file. Motion carried unanimously.

Manager Much discussed the draft 2006 budget for the NMSC. The NMSC has experienced increases in the cost of chemicals and utilities as well as the increased use of utilities due to the lack of being able to burn methane gas. These items account for the largest increases in the 2006 draft budget over the 2005 budget. Discussion then followed on the budget and also on holding a public hearing. If any of the Commissioners have further questions, concerns, or suggestions they should contact Accountant Voigt. Following the discussion, motion made by Commissioner R. Handevit seconded by Commissioner D. Siebers to accept the draft 2006 budget as presented and to hold a Public Hearing to receive public comment on the proposed 2006 NMSC budget on Tuesday September 27 at 8:00 am immediately preceding the regularly scheduled Commission meeting. Motion carried unanimously.

Accountant Voigt presented MCO invoice #10248 in the amount of \$89,182.50 for the month of September 2005. Motion made by Commissioner D. Siebers, seconded by Commissioner G. Cowling to approve MCO invoice #10248 in the amount of \$89,182.50 for the month of September 2005 and to pay the invoice after September 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of July 2005. The short-term rates earned on our deposits continue to increase. Another of the maturing CD's has been put into a short term CD to coincide with possible needs later this year for some of the current projects being worked on. Motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to accept the Accountants Report for the month of July 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt presented Certificate for Payment #3 from Lee's Contracting/Fabricating, Inc. in the amount of \$52,554.67 for work done on the Anaerobic Digestion Mixing System. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to approve for payment Certificate for Payment #3 from Lee's Contracting/Fabricating, Inc. in the amount of \$52,554.67. Motion carried unanimously.

Accountant Voigt presented a report summarizing the engineering costs incurred for the various projects at the treatment plant as well as the following invoices from McMahon Associates for payment:

#26101	Digester Gas Mixing System—Construction	\$2,758.27
#26102	Heating System Design	\$ 787.86

Motion made by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to approve for payment invoices #26101 and #26102 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of July 2005. On Monday August 22 a crew was here to televise the outfall pipe. What was found is the effluent pipe was full of large stone and rock rip-rap. The crew spent the day cleaning out the pipe and they did not televise. The televising and jetting of the pipe will need to be rescheduled. The plant effluent is no longer coming out of the overflow and is now discharging into the river as designed. The plant is currently using one digester. The digester was kept at 130°F and was then reduced to 97°F. After the temperature was lowered foaming problems occurred and created foul odors. The high strength waste shipments into the plant have been stopped and sodium bicarbonate is being used to help control the foam. Currently it is now under control. Sludge will be transferred from this tank into the recently finished digester tank; this will also create some odors. The Menasha Police Department stopped in and requested if the NMSC could install a fence down to the river to eliminate people from walking from NMSC property into the wooded WE Energies property. Discussion on this matter centered around if the DNR would allow it and if it would eliminate the problem. Manager Much was instructed to contact the DNR and Attorney Gunz for their input. Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to approve the operating report for the month of July 2005 and to place the report on file. Motion carried unanimously.

Chad Olsen updated the Commission on the Digester Mixing System modifications. The mesophilic digester is almost complete and sludge will be transferred into the digester starting today. When the other digester tank is empty work will begin to replace the mixing system and paint the digester cover. When the mesophilic digester was tested, higher than anticipated amperage draw was found. This may have been due to an incorrect setting in the VFD. Once the tank is full the amperage will be re-checked.

Chad Olsen updated the Commission on the engine/genset system and the digester heating system. The used Cummins engine/genset unit that was purchased is on site. The old engine needs to be removed before the new unit can be installed. Some engine modifications and wiring also need to be taken care of before the unit will be ready to run. The Commission gave the okay to use a broker to try to sell the old engines and spare parts remaining on site. The backup boiler design is over half complete. The plans currently are to install these units in the basement of the service building. Requests for quotations on the boilers should be ready in September. Chad will contact Attorney Gunz to get language for bids and specifications and to set a bid opening.

Manager Much presented a sewer extension request from McMahon Associates for Woodside Acres located in the Town of Neenah S.D. #2. After discussion, motion was made by Commissioner R. Handevitd, seconded by Commissioner G. Cowling to approve the sewer extension request for Woodside Acres located in the Town of Neenah S.D. #2 contingent upon approval from the Town of Neenah S.D. #2. Motion carried unanimously.


Old Business

High Strength waste has been temporarily cut-off from delivery to the NMSC until the foaming problem is corrected.

Motion made by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson, to approve Operating Fund Vouchers #126552 thru #126608 in the amount of \$308,583.22 for the month of July

2005 and Payroll Vouchers #20482 thru #20485 in the amount of \$3,286.82 for the month of July 2005. Motion carried unanimously.

Motion made by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 8:55 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Public Hearing & Regular Meeting

Tuesday September 27, 2005

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, R. Handevitd, W. Zelinski, G. Cowling; Manager Much, Accountant Voigt.

Also Present: Chad Olsen (McMahon Associates).

President W. Zelinski opened the Public Hearing to receive comments on the proposed 2006 NMSC Budget.

Hearing no questions or comments on the proposed 2006 NMSC Budget, moved by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to adjourn the Public Hearing. Motion carried unanimously. Public Hearing adjourned at 8:05 am.

Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to reconvene into Regular Open Session. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the minutes of the Regular Meeting of August 23, 2005. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. August 23, 2005 letter from Randall Much, NMSC to Mr. Gary Gunderson, Gunderson, Inc.
RE: Random testing on pH to begin due to violations.

Manager Much reported that there has been an ongoing problem with Gunderson, Inc. not meeting the permit limits set in the pretreatment program. With this ongoing problem, Gunderson, Inc. will now be reported and published in the newspaper due to the violations.

- B. August 24, 2005 letter from St. Paul Travelers Insurance to Mr. Roger Voigt, NMSC.
RE: Payment made on equipment breakdown – 500 HP Caterpillar Engine.

- C. Manager Much reported the NMSC has received the annual Inflow/Infiltration report from the Town of Menasha Utility District.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for August 2005. The new O & M rates will begin for the September billing and the operating loss currently experienced will begin to be reversed. Moved by Commissioner R. Handevitd, seconded by Commissioner J. Jurgenson to accept the unaudited financial statements for the month of August 2005 and place them on file. Motion carried unanimously.

Accountant Voigt presented the Proposed 2006 NMSC Budget to the Commission. Motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approved the Proposed 2005 NMSC Budget. Motion carried unanimously on a roll call vote.

Accountant Voigt presented MCO invoice #10315 in the amount of \$89,182.50 for the month of October 2005. Motion made by Commissioner R. Handevitdt, seconded by Commissioner R. Zielinski to approve MCO invoice #10315 in the amount of \$89,182.50 for the month of October 2005 and to pay the invoice after October 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of August 2005. The short-term rates earned on our deposits continue to increase. Motion made by Commissioner R. Handevitdt, seconded by Commissioner R. Zielinski to accept the Accountants Report for the month of August 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt discussed the memo to the Commission regarding the need to make a minor change in the definition of the word "dependent" as it is found in the NMSC Section 125 Cafeteria Plan. This notice originally came from the attorneys who put this plan together for the NMSC. The Commission will need to adopt resolution 2005-3 to make this change. After discussion, motion made by Commissioner R. Handevitdt, seconded by Commissioner W. Helein to adopt resolution 2005-3, a resolution to amend the Neenah-Menasha Sewerage Commission Cafeteria Plan. Motion carried unanimously.

Accountant Voigt presented Certificate for Payment #4 from Lee's Contracting/Fabricating, Inc. in the amount of \$32,907.00 for work done on the Anaerobic Digestion Mixing System. After discussion, motion made by Commissioner R. Handevitdt, seconded by Commissioner W. Helein to approve for payment Certificate for Payment #4 from Lee's Contracting/Fabricating, Inc. in the amount of \$32,907.00. Motion carried unanimously.

Accountant Voigt presented the following invoices from McMahon Associates for payment:

#26787	Digester Gas Mixing System—Construction	\$919.90
#26788	Heating System Design	\$130.50
#26789	Outfall Investigation	\$341.50

Motion made by Commissioner R. Handevitdt, seconded by Commissioner D. Siebers to approve for payment invoices #26787, #26788 and #26789 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of August 2005. A sample of the foam from the digester was sent to a Professor at North Carolina. What was found was a filamentous organism in the foam that normally would grow in the aeration basin. Increasing the amount of chlorination in the aeration basin helps to control this organism. The chlorination will be increased to help control the organism. Sonoco had a decrease in their amount of Suspended Solids which brings them back to more of a normal level of discharge. Manager Much discussed recent problems with the firm hired to repaint various areas of the treatment plant. The most recent problem is paint overspray on ten vehicles and the poor handling of the situation by the painting company. Other problems that occurred mainly relate to broken items in areas where they were painting. One of MCO's employees indicated he will be retiring at the end of this year. An individual has been hired to replace the retiring person. The new MCO staff member has an electrical background and is currently being utilized to help in completing some wiring projects around the plant. Motion made by Commissioner R. Handevitdt, seconded by Commissioner J. Jurgenson to approve the operating report for the month of August 2005 and to place the report on file. Motion carried unanimously.

Chad Olsen updated the Commission on the Digester Mixing System modifications. The mesophilic digester is up and running. There is a bad bearing on one of the mixers; EIMCO will be here today to replace the bearing. The thermophilic digester is currently being worked on. It is currently being painted and when this is complete the mixers will be installed. Last month it was reported that when the mesophilic digester was tested, higher than anticipated amperage draw was found. The VFD's were re-set and now they are operating below the plate specifications. Currently we are looking at project completion by the end of October.

Chad Olsen presented a change order request from Lee's Contracting/Fabricating to remove the piping from the thermophilic digester. This is for the same work that was performed in the mesophilic digester. Motion was made by Commissioner R. Handevitdt, seconded by Commissioner J. Jurgenson to approve the request for a change order to remove the piping in the thermophilic digester in the amount of \$5,900. Motion carried unanimously.

Chad Olsen updated the Commission on the digester heating system. For this project we are looking at installing two backup boilers in the basement of the Service Building and tie these into the heating system loop. Preliminary estimates put the cost of the boilers at \$27,000, exhaust duct work at \$7,000, and installation at \$44,000. This would put the total construction cost at about \$88,000. The options for the Commission to consider are to request traditional bids for the project, request quotes for the project, or to hire someone based on time & expense to do the work. Discussion ensued on if the Commission should purchase the boilers or if the firm hired should purchase the boilers. Additional discussion included who should be contacted to provide quotes for the purchase and installation of the boilers; six different firms will be contacted. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to proceed with a request for proposal to the six different firms for the purchase and installation of the boilers and exhaust duct work for two backup heating system boilers. Motion carried unanimously.

Old Business

High Strength waste has been temporarily cut-off from delivery to the NMSC until the foaming problem is corrected and the digesters are up and running.

Motion made by Commissioner R. Handevitd, seconded by Commissioner D. Siebers, to approve Operating Fund Vouchers #126609 thru #126663 in the amount of \$230,392.06 for the month of August 2005 and Payroll Vouchers #20486 thru #20489 in the amount of \$3,273.34 for the month of August 2005. Motion carried unanimously.

Motion made by Commissioner R. Handevitd, seconded by Commissioner W. Zielinski to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:05 a.m.

President



Secretary



NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday October 25, 2005

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

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, R. Handevitd, W. Zielinski, G. Cowling; Manager Much, Accountant Voigt.

Also Present: Chad Olsen (McMahon Associates), Paul Much (MCO).

Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the minutes of the Regular Meeting of September 27, 2005. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for September 2005. Moved by Commissioner J. Jurgenson, seconded by Commissioner R. Handevitd to accept the unaudited financial statements for the month of September 2005 and place them on file. Motion carried unanimously.

Accountant Voigt presented MCO invoice #10389 in the amount of \$89,182.50 for the month of November 2005. Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to approve MCO invoice #10389 in the amount of \$89,182.50 for the month of November 2005 and to pay the invoice after November 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of September 2005. The short-term rates earned on our deposits continue to increase; a matured CD was renewed for 60-days at 3.65%.

Motion made by Commissioner R. Handevitdt, seconded by Commissioner J. Jurgenson to accept the Accountants Report for the month of September 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt presented the proposed Snow Plowing and Removal Contract with AMTruck/Levenhagen Corp for this coming winter season. Because of the fuel prices, all rates have increased by \$10 per hour over last year's rates. After discussion, motion made by Commissioner R. Handevitdt, seconded by Commissioner W. Helein to approve the Snow Plowing and Removal Contract as presented. Motion carried unanimously.

Accountant Voigt presented Certificate for Payment #5 from Lee's Contracting/Fabricating, Inc. in the amount of \$55,500.00 for work done on the Anaerobic Digestion Mixing System. After discussion, motion made by Commissioner R. Handevitdt, seconded by Commissioner R. Zielinski to approve for payment Certificate for Payment #5 from Lee's Contracting/Fabricating, Inc. in the amount of \$55,500.00. Motion carried unanimously.

Accountant Voigt presented the following invoices from McMahon Associates for payment:

#27205	Digester Gas Mixing System—Construction	\$1,036.58
#27206	Heating System Design	\$ 783.00

Motion made by Commissioner W. Helein, seconded by Commissioner J. Jurgenson to approve for payment invoices #27205 and #27206 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of September 2005. The plant is still experiencing foaming problems in the digester. Staff has been chlorinating the aeration system to remove the suspect organisms. We will wait three to four more weeks to see if the result of this action works its way through the system to reduce the foaming problem. The old methane engine has been removed and the new one has been set in place. The new engine should be up and running in two to three weeks. The polymer feed system should be considered for replacement. The expected cost will be from \$220,000 to \$240,000 to replace the system. A system provided by Wallace and Tiernan has shown improved mixing capabilities over the system now in place at the plant. Manager Much requested permission to negotiate with the sales representative from Wallace & Tiernan to obtain a quote to have the polymer system replaced. Motion made by Commissioner R. Handevitdt, seconded by Commissioner J. Jurgenson to give Manager Much the approval to negotiate with the sales representative from Wallace & Tiernan to obtain pricing for the replacement of the NMSC polymer feed system. Motion carried unanimously. Motion made by Commissioner R. Handevitdt, seconded by Commissioner J. Jurgenson to approve the operating report for the month of September 2005 and to place the report on file. Motion carried unanimously.

Chad Olsen updated the Commission on the Digester Mixing System modifications. The painting is being finished and the draft tubes are to be installed later this week. The electrical work is nearly complete. EIMCO was on site on September 27th and 28th to work on the mixer with the failed bearing. The upper bearing was replaced, but the mixer still did not turn properly. This mixer was removed and another mixer that was on site was put in its place. The lower mixer bearing had failed. The failed mixer was sent back to the manufacturer for repair of the shaft and bearings. Commissioner R. Handevitdt questioned why the Commission is paying the money they are paying for equipment that is now rebuilt, used, damaged equipment. Commissioner R. Handevitdt requested to be informed when the mixer is returned so he can come and inspect the unit. Chad reported he will request a list of the new parts replaced and also request the sales representative to either pull and inspect the remaining mixer units or to offer an extended warranty on the units. The manufacturer response is if the bearings are bad, they would fail right away. Chad indicated he will work with EIMCO to try to resolve the issues.

Chad Olsen updated the Commission on the digester heating system. Six requests for quotes were sent out, four responses were received. The four quotes ranged from \$124,780 to \$153,765. The budget estimate for the project was \$88,500. Balco Services provided the apparent low quote for the project. The quote from Balco Services did not include the \$10,800 allowance to hire Johnson Controls to do HVAC control modifications. Balco Services missed including this item and they agreed to honor the quote they provided and to include hiring Johnson Controls for the HVAC control modifications in their quote. Chad questioned the Commissioners if they would like to proceed on this project based on the quotes received. Commission President W. Zielinski asked if it would be worthwhile to rebid the project. Chad responded that no significant additional savings would be realized if the project is rebid. After discussion, motion made by Commissioner G. Cowling, seconded by Commissioner R. Handevitdt to proceed with the purchase and installation of the natural gas backup boiler system based on the quote received from Balco Services contingent upon approval received from the DNR and the Department of Commerce. Commission President W. Zielinski requested a roll call vote. Voting aye: Commissioners R. Handevitdt, R. Zielinski, G. Cowling, D. Siebers. Voting nay: Commissioners W. Helein, J. Jurgenson. Motion carried.

Manager Much presented a sewer extension request from McMahon Associates for Silver Birch Subdivision located in the City of Menasha, Waverly Sanitary District. After discussion, motion made by Commissioner R. Handevitd, seconded by Commissioner R. Zielinski to approve the sewer extension request for Silver Birch Subdivision located in the City of Menasha, Waverly Sanitary District. Motion carried unanimously.

Old Business

High Strength waste has been temporarily cut-off from delivery to the NMSC until the foaming problem is corrected and the digesters are up and running.

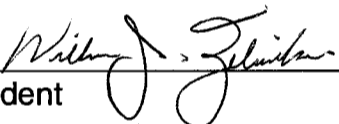
Manager Much reported the painters have resolved the problems in dealing with the paint overspray on employee vehicles and with areas of touch-up that needed to be addressed.

Other Business to Legally Come Before the Commission

Manager Much reported to the Commission that lawsuits appear imminent in the next two to six months regarding the Fox River cleanup. We can expect the legal bills to greatly increase in dollar amount. Meetings will be scheduled over the next couple of months between the cities to discuss this issue.

Motion made by Commissioner R. Zielinski, seconded by Commissioner R. Handevitd, to approve Operating Fund Vouchers #126664 thru #126721 in the amount of \$248,508.01 for the month of September 2005 and Payroll Vouchers #20490 thru #20500 in the amount of \$4,912.91 for the month of September 2005. Motion carried unanimously.

Motion made by Commissioner R. Handevitd, seconded by Commissioner R. Zielinski to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:00 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday November 22, 2005

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

Present: Commissioners R. Zielinski, J. Jurgenson, W. Helein, D. Siebers, W. Zielinski, G. Cowling; Manager Much, Accountant Voigt.

Absent: Commissioner R. Handevitd.

Also Present: Chad Olsen, Jeff Kellner (McMahon Associates), Paul Much (MCO), Don Voigt (Energenecs).

Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the minutes of the Regular Meeting of October 25, 2005. Motion carried unanimously.

Correspondence

The following correspondence was discussed.

- A. November 3, 2005 letter from Mr. Jim Savinski, DNR to Randall Much, NMSC.
RE: Waste load allocation exceedance notice of noncompliance.
- B. November 10, 2005 letter from Mr. Randall Much, NMSC to Mr. Jim Savinski, DNR.
RE: Response to waste load allocation exceedance.

Budget, Finance, Personnel

Accountant Voigt presented to the Commission the unaudited financial statements for October 2005. Moved by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to accept the unaudited financial statements for the month of October 2005 and place them on file. Motion carried unanimously.

Accountant Voigt presented MCO invoice #10455 in the amount of \$89,182.51 for the month of December 2005. Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to approve MCO invoice #10455 in the amount of \$89,182.51 for the month of December 2005 and to pay the invoice after December 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of October 2005. The short-term rates earned on our deposits continue to increase; a maturing CD will be renewed for 30-days at 3.75%. The semi-annual bond payment will be made on December 1. Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the Accountants Report for the month of October 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt presented Certificate for Payment #6 from Lee's Contracting/Fabricating, Inc. in the amount of \$25,000.00 for work done on the Anaerobic Digestion Mixing System. After discussion, motion made by Commissioner W. Helein, seconded by Commissioner R. Zielinski to approve for payment Certificate for Payment #6 from Lee's Contracting/Fabricating, Inc. in the amount of \$25,000.00. Motion carried unanimously.

Accountant Voigt presented the following invoices from McMahon Associates for payment:

#27785	Digester Gas Mixing System—Construction	\$2,015.05
#27786	Heating System - Design	\$6,784.64
#27787	Heating System – Bidding	\$1,659.50
#27788	Heating System – Fees	\$ 520.00

Motion made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson to approve for payment invoices #27785, #27786, #27787 and #27788 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of October 2005. Staff has been chlorinating the aeration system to remove the suspect organisms that is causing foaming problems. We are still waiting to see if the results of this action are reducing the foaming problem. The old methane engine and the engines used for parts have been sold by Lee's Contracting/Fabricating to a company in Texas for \$25,000. The only costs to the Commission will be the costs for renting a crane to load the equipment; Lee's Contracting/Fabricating is not charging the Commission any commission for their time to act as the broker in this deal. Inspection of the old boilers indicates the need to replace the burners and to retube the boilers; costs are estimated at \$20,000 to complete these repairs. Motion made by Commissioner W. Helein, seconded by Commissioner J. Jurgenson to approve the operating report for the month of October 2005 and to place the report on file. Motion carried unanimously.

Chad Olsen updated the Commission on the engine/genset cogeneration system. The engine is in place and the wiring needs to be completed.

Chad Olsen updated the Commission on the digester heating system. The contracts are signed and the contractor will start on the piping next week. It is anticipated the project will be completed by the end of January.

Chad Olsen updated the Commission on the Digester Mixing System modifications. Construction is complete and the start-up is scheduled for next week. EIMCO will be here December 1 if all goes well. Don Voigt from Energenecs, Inc. addressed the Commission regarding concerns expressed by the Commission over EIMCO equipment problems. It was explained to the Commissioners that Energenecs, Inc acts as the agent for EIMCO; the equipment was fabricated in Janesville by an EIMCO hired shop; EIMCO is a reputable company that was established in 1880 in Salt Lake City, Utah. The two issues remaining relate to painting of the equipment, and concern of the lower bearings compromised by inappropriate fabrication. The painting issue – a new paint from Tnemac was used and was applied by the fabricator of the digester mixers. Since the paint is new, the fabricator did not have the proper equipment to apply the paint to the surface to provide an aesthetic look to the finished painted product. Don Voigt did report that the threaded rods were not painted on the mixers and they should have been. The mixers will be pulled in the spring to clean and recoat the threads; the paint will also be inspected at this time. The bearing issue – one bearing was inserted improperly by the

fabricator and the Commission should not beat up on EIMCO for the mistake of one incorrect assembly. Don Voigt reported that they have a high confidence level that the bearings will not fail and they are willing to extend the warranty on the bearings. The contract calls for a one year warranty from the mixer start-up; it is proposed to extend the bearing warranty to two years. Commissioner J. Jurgenson questioned the importance of the paint in relation to the environment the equipment is in. It was reported the paint used is a very high quality coating and it should hold up well; only a small area was missed when it was originally painted and this is what will be touched up. The aesthetic looks of the paint on the mixers is not good, and the Tnemac representative claims the heavier coating will not affect the performance of the paint. It was also questioned if there is normally a corrosive problem with digesters. This was answered no because of the lack of oxygen in the digester tank. Again, Don Voigt reiterated that EIMCO is a good, sincere company wanting to make things good with their equipment. EIMCO will provide a letter offering to extend the bearing warranty if the Commission is acceptable to this offer. It was the consensus of the Commissioners that the proposed offer would be acceptable. The Commission will formally act on the offer once the letter is received from EIMCO.

Manager Much discussed with the Commission the City of Menasha SSES and Sewer Rehabilitation Program report received from Kaempfer & Associates, Inc. He indicated that this is an extensive program that should be effective in reducing I/I.

Manager Much presented a sewer extension request from McMahon Associates for Yorkshire Road/Kessler CSM located in the Town of Neenah Sanitary District #2. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner W. Helein to approve the sewer extension request for Yorkshire Road/Kessler CSM located in the Town of Neenah Sanitary District #2. Motion carried unanimously.

Old Business

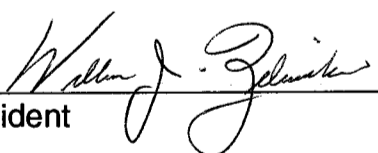
High Strength waste is not being accepted until the digester mixer project is complete and both the Thermophilic and Mesophilic digesters are operating.

Manager Much reported on another situation of paint overspray on employee vehicles by another painting crew at the treatment plant. This situation was quickly handled by the insurance company of the painting company.


Vouchers

Motion made by Commissioner R. Zielinski, seconded by Commissioner G. Cowling, to approve Operating Fund Vouchers #126722 thru #126776 in the amount of \$215,591.71 for the month of October 2005 and Payroll Vouchers #20501 thru #20503 in the amount of \$2,444.39 for the month of October 2005. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 9:00 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday December 27, 2005

Meeting called to order by Commission President W. Zelinski at 8:00 a.m.

Present: Commissioners R. Zielinski, J. Jurgenson, D. Siebers, W. Zelinski, G. Cowling; Manager Much, Accountant Voigt.

Absent: Commissioners W. Helein, R. Handevitd.

Also Present: Chad Olsen (McMahon Associates), Rob Franck, Jim Peichl (MCO), Teri Marx (Diversified Insurance Services).

Motion made by Commissioner R. Zielinski, seconded by Commissioner G. Cowling to approve the minutes of the Regular Meeting of November 22, 2005. Motion carried unanimously.

Correspondence

The following correspondence was discussed.

- C. November 21, 2005 letter from Mr. Randall Much, NMSC to Mr. James Savinski, DNR.
RE: Results of outfall investigation.

Budget, Finance, Personnel

Ms. Teri Marx from Diversified Insurance Services presented and discussed the renewal rates received for the Commission property and liability coverages. Insurance rates are currently steady and this is reflected in the renewal rates received. Teri briefly reviewed the coverages with the Commissioners. The coverage for terrorism was questioned; it was explained that the terrorism coverage was for foreign based or funded terrorism only and does not include any form of domestic based or funded terrorism. The Commission total limit of liability is at \$3,000,000. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to approve the renewal of the property and liability insurances as presented. Motion carried unanimously. Motion made by Commissioner R. Zielinski, seconded by Commissioner D. Siebers to include the terrorism coverage on the insurance policies. Motion carried unanimously.

Accountant Voigt presented a dividend check received from the workers compensation insurance carrier for the 2004 policy year. The Commission worker compensation premium for 2005 will be very close to the \$5,000 premium limit to qualify for the dividend plan offered by the workers compensation insurance carrier. The Commission will no longer qualify for the dividend plan in 2006 due to the premium paid by the Commission will be under the \$5,000 level.

Accountant Voigt presented to the Commission the unaudited financial statements for November 2005. The O&M is at a deficit; the 4th quarter rates for O&M were not able to offset the shortfall. The deficit was created from two items; 1) lower than anticipated loadings from the users, and 2) higher electric and natural gas usage due to loss of methane gas use and its income generated under the Green Power program. Moved by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to accept the unaudited financial statements for the month of November 2005 and place them on file. Motion carried unanimously.

Manager Much discussed with the Commission the MCO contract adjustment for 2006. The CPI-U increased 4.7% over the previous year. MCO feels this increase would be excessive and is requesting an increase of 3.5%. The base contract for 2006 will be \$930,732 based on the 3.5% increase over the 2005 contract. Motion made by Commissioner J. Jurgenson, seconded by Commissioner D. Siebers to accept the 2006 contract increase for the contract with MCO as presented. Motion carried unanimously.

Accountant Voigt presented MCO invoice #10531 in the amount of \$91,138.17 for the month of January 2006. This invoice includes the contract increase. Motion made by Commissioner D. Siebers, seconded by Commissioner R. Zielinski to approve MCO invoice #10531 in the amount of \$91,138.17 for the month of January 2006 and to pay the invoice after January 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of November 2005. The short-term rates earned on our deposits continue to increase; some rates are slightly over 4%. The semi-annual bond payment was made on December 1. Motion made by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the Accountants Report for the month of November 2005. Motion carried unanimously.

Accountant Voigt presented the payback check for income generated to the NMSC by MCO.

Accountant Voigt reported no Certificate for Payments were received for the construction projects.

Accountant Voigt presented the following invoices from McMahon Associates for payment:

#28401	Digester Gas Mixing System—Construction	\$1,402.46
#28411	Heating System - Design	\$5,283.98
#28412	Heating System – Bidding	\$ 134.37
#28413	Heating System – Construction	\$ 291.75

Motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve for payment invoices #28401, #28411, #28412 and #28413 to McMahon Associates. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of November 2005. The plant has been operating well; an MCO employee is retiring the end of December and his replacement has been hired and training/working here since September. Rob Franck (MCO) updated the Commissioners on the engine/generator installation. The unit is wired and we are waiting for a chip to be installed. Motion made by Commissioner D. Siebers, seconded by Commissioner J. Jurgenson to approve the operating report for the month of November 2005 and to place the report on file. Motion carried unanimously.

Chad Olsen updated the Commission on the digester heating system. The shop drawings have been received; Balco has been on-site and are running piping. They are currently on schedule with the project.

Chad Olsen updated the Commission on the Digester Mixing System modifications. Startup was on December 6; Lee's Contracting has a punch list of items remaining to be completed. The letter extending the warranty on the bearings and to complete the painting on the mixers from EIMCO has been received. The letter offered to: 1) Lift the mixers to remove rust and/or scale and paint the threaded connections on the centering device tie rods, and 2) to extend the standard warranty on the lower seals and bearings from 1 year to 2 years from startup. The terms were what the Commission had discussed with Don Voigt of Energenecs at the November meeting. Motion by Commissioner J. Jurgenson, seconded by Commissioner R. Zielinski to accept the EIMCO letter agreement. Motion carried unanimously.

Manager Much presented a sewer extension request from Davel Engineering for Airport Grove located in the Town of Menasha Utility District. After discussion, motion made by Commissioner J. Jurgenson, seconded by Commissioner G. Cowling to approve the sewer extension request for Airport Grove located in the Town of Menasha Utility District contingent upon approval from the Town of Menasha Utility District. Motion carried unanimously.

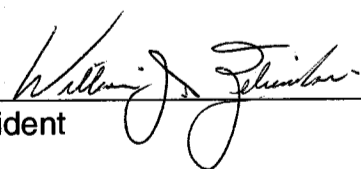
Old Business

Manager Much reported the foaming in the digester is coming under control. Once the digester heat is stabilized we can again begin collecting high strength waste. The Commission discussed fees on the high strength waste received and if a fee should be charged to receive the waste. Manager Much reported we will be looking to begin receiving the high strength waste in about 2 months. The Commission decided the issue of charging a fee should be brought back and looked at again in May or June.

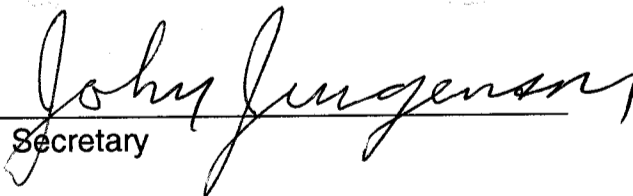
Vouchers

Motion made by Commissioner R. Zielinski, seconded by Commissioner J. Jurgenson, to approve Operating Fund Vouchers #126777 thru #126832 in the amount of \$281,336.48 for the month of November 2005 and Payroll Vouchers #20504 thru #20507 in the amount of \$2,633.94 for the month of November 2005. Motion carried unanimously.

Motion made by Commissioner R, Zielinski, seconded by Commissioner J. Jurgenson to adjourn the meeting. All present voting aye; nays, none. Meeting adjourned at 8:55 a.m.



President



Secretary

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting**Tuesday January 24, 2006**

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

Present: Commissioners R. Zielinski, J. Jurgenson, R. Handevitdt, W. Zielinski, G. Cowling; Manager Much, Accountant Voigt.