

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday February 23, 2021

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

Present: Commissioners Forrest Bates, Steve Coburn, Greg Weyenberg, Corey Gordon, Raymond Zielinski, Kevin Hietpas, Dale Youngquist; Manager Paul Much; Accountant Roger Voigt.

Also Present: Rob Franck, Randall Much (MCO), Chad Olsen (McMahon) Kyle Collett, Darren Woods (U.S. Paper Mills).

Public Forum

No one in attendance for the Public Forum.

Minutes

January 26, 2021 Regular Meeting minutes: After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the January 26, 2021 Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

February 9, 2021 letter from Jennifer Weyenberg, Village of Harrison Clerk/Treasurer to Kevin Hietpas.

RE: Appointment to NMSC to fill the unexpired term ending December 31, 2021.

February 22, 2021 email from Travis Parish.

RE: Resignation as Commissioner on the Neenah-Menasha Sewerage Commission representing the Village of Harrison.

Old Business

Transfer of Ownership of NMSC Interceptors to City of Menasha. Commissioners discussed Resolution 2021-1. After discussion, motion made and seconded by Commissioners Weyenberg/Bates to approve Neenah-Menasha Sewerage Commission Resolution NMSC 2021-1, a Resolution transferring ownership of certain interceptor sewers owned by the NMSC to the City of Menasha. Motion carried unanimously.

New Business

Operations, Engineering, Planning

McMahon Project Updates:

Facility Re-Rating Study – Chad Olsen reported he has no new information regarding the re-rating.

Phosphorus Removal Equipment. Chad discussed having Sonoco data on loadings; projected project costs of \$11-\$14M or \$14-\$17M depending on which method of effluent disinfection is used – chlorination or UV; annual Clean Water Fund Loan costs; and annual costs (debt & operating) for the new phosphorus removal equipment. A User Charge Study will be needed for allocating the project costs based on the loading's treatment; the allocation should be calculated by the end of this year. Chad distributed a handout comparing using chlorine or UV for disinfection and costs associated with both options. Cost and operations considerations are: chlorine – equipment currently in place, there are safety issues with the chlorine, more expensive for operations, if permit violation it is expensive when we pay annual NR101 fees. UV – equipment is expensive, will need to install additional pumping equipment, will need backup generator power source, operating costs are less, more reliable for disinfection, not impacted when we have nitrite issues. Commissioners are to consider the costs and options and to make a decision at the March meeting on which disinfection method to use. Chad discussed the proposal for Engineering Services for Tertiary Treatment for Phosphorus Removal. This proposal also includes the services for UV disinfection if this is the choice made by the Commission; if continued use of chlorination is chosen, the costs for UV Disinfection will not apply. After discussion, motion made and seconded by Commissioners Coburn/Gordon to approve the Agreement for Professional Services from McMahon for the Tertiary Treatment for Phosphorus Removal & UV Disinfection Design Services. Motion carried unanimously.

Plant Boiler Digester Replacement. Chad Olsen distributed and discussed a handout pertaining to the bid opening on Monday February 22 for Boiler Replacement; 3 bids were received ranging in price from \$652,162 to \$683,100. It is recommended to award the contract to the low bidder, August Winter & Sons, in the amount of \$652,162.00. After discussion, motion made and seconded by Commissioners Bates/Coburn to award Contract N0008-9-20-00518.04 to August Winter & Sons, Inc. for the amount of \$652,162.00. Motion carried unanimously.

Replace & Upgrade existing SCADA equipment & software. Chad Olsen reported the equipment is in house; they need to download current screens. The project is expected to be complete by the end of March.

McMahon Proposal for Replacement of Truck Bay Screw Conveyor VFD. Chad Olsen discussed the Agreement for Professional Services. Rob Franck further explained VFD's are installed; they are at the age where they are starting to fail. Rob discussed switching from VFD's and going with motor starters. Commissioner Hietpas suggested looking at soft starts as an option. After discussion, motion made and seconded by Commissioners Coburn/Weyenberg to approve the Agreement for Professional Services from McMahon Associates for the replacement of the main auger VFD's. Motion carried unanimously.

McMahon Invoices. Commissioners discussed McMahon invoices #921359 and #921358 phase 02 in the amounts of \$1,419.30 and \$4,590.00. Motion made and seconded by Commissioners Coburn/Weyenberg to approve payment of invoices #921359 and #921358 phase 02. Motion carried unanimously.

Operating Report. Manager Much reported the annual biosolids reporting has been submitted to the DNR; air emissions reporting is required and is being worked on. The City of Menasha

Council Agenda listed 205 Mathewson Street property may be up for sale; the City was informed the Commission would be interested in purchasing; Manager Much will reach out to the City to further discuss. Equipment & Grounds Report - Rob additionally reported on: RAS valve is installed; LED lighting replacement is almost complete for this year; Atlas Copco Optimizer Panel is installed, they need to schedule the programming and integration; ground fault issues and working with Steinmetz for solutions. After discussion, motion by Commissioners Zielinski/Bates to accept the operations report. Motion carried unanimously.

Budget, Finance, Personnel

Financial Statements. Accountant Voigt reported the auditors were here the first week of February to start work on the annual financial audit, they are now working to complete the audit. Preliminary reports show a refund for 2020 operations will be in the \$153,000 range. January financial statements are reporting a loss in operations which is normal. The interest rates on investments have not changed. Accountant Voigt further reported MCO generated about \$2,500 in additional revenue for the Commission. After discussion, motion made and seconded by Commissioners Coburn/Bates to approve the Accountant's Report for January 2021. Motion carried unanimously.

Update on future potential financing. Chad Olsen discussed soil borings will need to be performed and be a part of the costs of the phosphorus removal equipment projects. Chad and Rob also reported on visiting 2 sites to view and discuss with the owners the equipment they have installed.

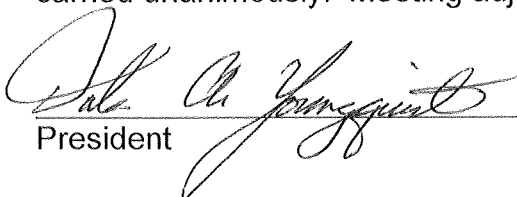
Update on Contract Renewal with Sonoco. Kyle Collett reported Sonoco is running trials; they have hired a consultant for help in reducing BOD loads internally. Kyle questioned the timeline for when actual talks will begin on a contract; Commissioners further discussed with Kyle the process. Kyle requested any additional information on the project as it becomes available; he would like to be included as much as possible.

Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoices #26699 and #26716 in the amounts of \$128,687.82 and \$346.76 with payment to be made after March 1, 2021. Motion carried unanimously.


Motion made and seconded by Commissioners Coburn/Zielinski to approve Operating and Payroll Vouchers #138595 through #138642 in the amount of \$257,490.77 for the month of January 2021. Motion carried unanimously.

Adjournment

Motion made and seconded by Commissioners Coburn/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:32 a.m.



President



Secretary