

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday December 15, 2020

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

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

Commissioner Taylor attending via virtual means.

Also Present: Rob Franck, Randall Much (MCO), Chad Olsen (McMahon).

Public Forum

No one in attendance for the Public Forum.

Minutes

November 24, 2020 Regular Meeting minutes: After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the November 24, 2020 Regular Meeting. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed:

Old Business

Transfer of Ownership of NMSC Interceptors to City of Menasha. There is no new information to report.

New Business

Operations, Engineering, Planning

McMahon Project Updates:

Polymer Feed System - Chad Olsen reported the GIS portion is the remaining item to complete.

Chlorine Residual Analyzer Installation – Chad Olsen reported the GIS portion is the remaining item to complete.

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

Phosphorus Removal Equipment & Pilot Study - Chad Olsen reported he is continuing to work through the data and obtaining information on the units.

Plant Boiler Digester Replacement. Chad Olsen reported the project is ongoing.

Replace & Upgrade existing SCADA equipment & software. Rob Franck reported work on this is scheduled for Wednesday; this is a newer system and it is more involved. Chad Olsen reported they will plan on the installation in January; with vacations and holidays coming they don't want to take the chance of the system not working properly if there are any issues during the software installation.

McMahon Invoices. Commissioners discussed McMahon invoices #920808, #920809 and #920810 phase 06 in the amounts of \$238.50, \$563.65 and \$34.50. Motion made and seconded by Commissioners Coburn/Zielinski to approve payment of invoices #920808, #920809 and #920810 phase 06. Motion carried unanimously.

Operating Report. Manager Much reported Sonoco representatives would like to meet the second week of January; they are currently looking internally for ways to reduce loadings. A meeting with Sonoco will be set up for January 13th for a time between 10 am – 2 pm. Manager Much also reported on discussions with DNR staff regarding our pretreatment program related to Sonoco. Discussion was also held with Adam Alix; the City of Menasha doesn't approve of any plans for expansion. Galloway reported spills on December 8 and December 9. Rob Franck reported on Equipment and Grounds items. Rob additionally reported on: Gas Handling building re-lamping is completed; re-testing of transformer oil was completed, this was to look for potential issues or problems that could be detected in the oil. After discussion, motion by Commissioners Bates/Zielinski to accept the operations report. Motion carried unanimously.

Budget, Finance, Personnel

Financial Statements. Accountant Voigt reported on the November 2020 financial statements. November Operations are showing an operations loss for the month as expected with the reduction in rates. The interest rates on investments have not changed. Accountant Voigt further reported MCO generated about \$2,900 in additional revenue for the Commission. After discussion, motion made and seconded by Commissioners Bates/Weyenberg to approve the Accountant's Report for November 2020. Motion carried unanimously.

MCO 2021 Contract Adjustment. Manager Much discussed the proposed MCO contract adjustment; the current CPI-U is 1.1% and MCO is also receiving a 4% increase in its health insurance – both amounts are less than what was budgeted. After discussion, motion made and seconded by Commissioners Bates/Zielinski to approve the 2021 MCO contract increase as presented. Motion carried unanimously.

Update on future potential financing. It was reported the communities have been alerted on the need for future financing needs, there were no responses back.

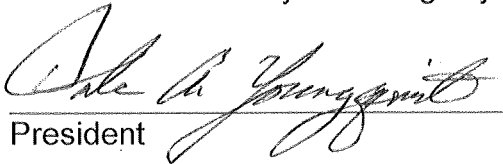
Update on Contract Renewal with Sonoco. Manager Much reported we will be meeting with Sonoco representatives in January to begin discussions.

Motion made and seconded by Commissioners Coburn/Zielinski to approve for payment MCO invoices #26522 and #26547 in the amounts of \$128,248.96 and \$336.70 with payment to be made after January 1, 2021. Motion carried unanimously.


Motion made and seconded by Commissioners Coburn/Bates to approve Operating and Payroll Vouchers #138504 through #138540 in the amount of \$247,028.93 for the month of November 2020. Motion carried unanimously.

2021 Meeting Dates. Commissioners reviewed the 2021 calendar for meeting dates; further discussion followed on the meeting date for December 2021. After discussion, motion made and seconded by Commissioners Bates/Zielinski to hold the Neenah-Menasha Sewerage Commission monthly meetings on the 4th Tuesday of the month at 8:00am, except for the month of December which will be held on the 3rd Tuesday (12/21). Motion carried unanimously.

Motion made and seconded by Commissioners Bates/Coburn to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:26 a.m.



President



Secretary