

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday May 26, 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, Raymond Zielinski, Dale Youngquist; Manager Paul Much; Accountant Roger Voigt.

**Excused:** Commissioner James Taylor.

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

## Public Forum

No one in attendance for the Public Forum.

## Minutes

April 28, 2020 Regular Meeting minutes: After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the April 28, 2020 Regular Meeting. Motion carried unanimously.

## Correspondence

There was no correspondence discussed:

## Old Business

Transfer of Ownership of NMSC Interceptors to City of Menasha. Rob Franck reported on discussions with Adam Alix (City of Menasha Public Works Director) and the questions he asked for further information on the interceptors.

## New Business

### Operations, Engineering, Planning

McMahon Project Updates:

Polymer Feed System - Chad Olsen reported he has no new information to report; he will have updates for the June meeting.

Chlorine Residual Analyzer Installation - Chad Olsen reported the system was put on-line for the May 1 disinfection requirements; the system needed some minor programming adjustments and a system pump needed to be replaced, this is the second time for the pump to be replaced.

Facility Re-Rating Study – Chad Olsen reported he has no new information to report; he will have updates for the June meeting.

Phosphorus Removal Equipment Pilot Study - Chad Olsen reported Aqua-Aerobic Systems is scheduled the second week of July; Veolia is scheduled for early August.

McMahon Invoices. Commissioners discussed McMahon invoices #918205, #918206 phase 6, #918207 phase 6, and #918208 in the amounts of \$86.65, \$138.00, \$405.00 and \$1,431.00. After discussion, motion made and seconded by Commissioners Coburn/Bates to approve for payment McMahon invoices #918205, #918206 phase 6, #918207 phase 6, and #918208. Motion carried unanimously.

NMSC Guidelines for Approval/Disapproval of Sewer System Extensions. Manager Much discussed requested changes to the current guidelines. The updated guidelines will require: the ultimate design capacity for the area served to include the BOD pounds per day, Total Suspended Solids pounds per day, phosphorus pounds per day. Some of this information was previously reported on DNR Form No. 3400-59; changes were made to this form and this information is no longer requested on the form. The updated guidelines also incorporates the amended wording that was approved in April 1995. After discussion, motion by Commissioners Weyenberg/Zielinski to approve the NMSC Guidelines for Approval/Disapproval of Sewer System Extensions as amended. Motion carried unanimously.

Compliance Maintenance Annual Report (CMAR). Manager Much discussed the CMAR; the plant received "A" ratings in all sections except in the section for Plant Flows & Loadings where it received an "F" rating. The goal of the Re-Rating study is to have the treatment plant re-rated for increased loadings; this will address some of the issues that led to the rating received. After discussion, motion by Commissioners Bates/Coburn to approve the 2019 CMAR report and to approve Compliance Maintenance Resolution 2020-2. All present voting aye on a roll call vote, motion carried (6-0).

Operating Report. Manager Much reported on plant operations; there are no issues, the plant is operating well. Rob Franck reported on Equipment and Grounds items. Items further discussed on his report included: boiler issues – this is now becoming a priority item, there will be a plan presented at the next meeting. The duplexer/compactor/washer work was delayed due to the COVID-19 concerns. The MLSS Channel will be drawn down later this summer to replace diffusers, repair concrete, and televise after the pilot studies have been completed. The primary clarifiers annual inspections are proceeding. After discussion, motion by Commissioners Zielinski/Bates to accept the operations report. Motion carried unanimously.

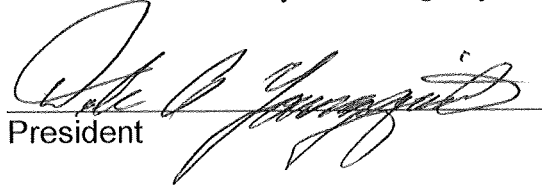
#### Budget, Finance, Personnel

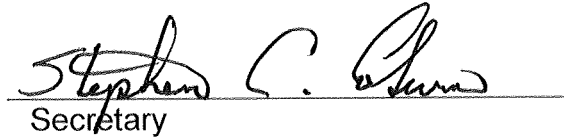
Financial Statements. Accountant Voigt reported on the April 2020 financial statements. April Operations are indicating a net loss was incurred for the month; year to date we have an operations net income. MCO generated almost \$3,275 in additional revenue for the Commission; interest rates on investments are dropping, two CDARS matured and the funds were added to the ICS CDARS account. A CD is maturing later this week at Community First Credit Union; renewal rates are in the 1.70% range. After discussion, motion made and seconded by Commissioners Bates/Weyenberg to approve the Accountant's Report for April 2020. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoices #25861 and #25909 in the amounts of \$133,291.64 and \$434.72 with payment to be made after June 1, 2020. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Zielinski to approve Operating and Payroll Vouchers #138133 through #138196 in the amount of \$460,928.76 for the month of April 2020. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:42 a.m.

  
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President

  
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Secretary