

NEENAH-MENASHA SEWERAGE COMMISSION

Public Hearing & Regular Meeting

Tuesday September 24, 2019

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

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

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

Public Hearing

Motion made and seconded by Commissioners Zielinski/Coburn to open the Public Hearing. Motion carried unanimously. President Youngquist asked if anyone present has any comments regarding the Proposed 2020 Neenah-Menasha Sewerage Commission Budget. Hearing none, motion made and seconded by Commissioners Bates/Weyenberg to close the Public Hearing. Motion carried unanimously.

Public Forum

No one in attendance for the Public Forum.

Minutes

August 27, 2019 Regular Meeting minutes: Commissioner Bates reported a grammatical error in the section discussing the sewer extension request for Pendleton Road. After discussion, motion made and seconded by Commissioners Zielinski/Coburn to approve the minutes from the August, 2019 Regular Meeting as corrected. Motion carried unanimously.

September 10, 2019 Special Meeting minutes: Commissioner Bates reported a misspelling of Commissioner Parish. After discussion, motion made and seconded by Commissioners Bates/Zielinski approve the minutes from the September 10, 2019 Special Meeting as corrected. Motion carried unanimously.

Correspondence

There was no correspondence discussed.

Old Business

Transfer of Ownership of NMSC Interceptors and Real Estate. President Youngquist reported on the status regarding Fox Crossing reviewing the legal descriptions. Accountant Voigt reported on the update received from Attorney Thiel; the legal language needing to be changed is in regards to the license for the Interceptor under the roadway that is part of the highway 441 interchange. There is no update regarding the Menasha easements.

Update and Discussion on 205 Mathewson Street. President Youngquist reported on activity over the past weeks regarding the property at 205 Mathewson Street. Menasha had two offers to purchase the property and they were to be discussed at the September 16 Council Meeting; President Youngquist emailed Mayor Merkes a proposal from the NMSC for the purchase of the property; the City responded with the counter offer included in the current meeting materials. The counter offer requires the NMSC to pay a PILOT to the City of Menasha. Accountant Voigt requested from the City a calculation of what the cost of the PILOT would be; a response was received indicating the approximate cost is \$85,500 per year. President Youngquist indicated the Commission should provide a counter offer to the City. Commissioners discussed options for counter offers. Motion made by Commissioner Parish to allow President Youngquist to negotiate with the City of Menasha for a price not to exceed \$75,000 to purchase the property "as-is" and with no PILOT. Motion did not receive a second. After additional discussion, motion made by Commissioner Coburn to authorize President Youngquist to counter offer \$62,500 for the purchase plus up to \$25,000 to cover City of Menasha cost for the demolition of the buildings and restore grading on the property. Motion did not receive a second. After additional discussion, motion made and seconded by Commissioners Coburn/Bates to authorizing President Youngquist to counter offer a purchase price of \$75,000 for the property, with the City razing the property, restoring the grading and reseeding, with a closing date of October 31, 2019. Motion carried on a roll call vote 5-2. Voting aye: Commissioners Weyenberg, Bates, Parish, Coburn, Youngquist. Voting nay: Commissioners Taylor, Zielinski.

Commissioners further discussed the issue of paying a PILOT. After discussion, motion made and seconded by Commissioners Bates/Weyenberg the Neenah-Menasha Sewerage Commission rejects making any Payment in Lieu of Taxes (PILOT) on any property purchased or currently owned by the Neenah-Menasha Sewerage Commission. Motion carried on a roll call vote 5-2. Voting aye: Commissioners Weyenberg, Bates, Parish, Coburn, Youngquist. Voting nay: Commissioners Taylor, Zielinski.

Commissioner Coburn informed the members he contacted the owners of the former Graphics Packaging building regarding the easement under their building; they are not responding to his requests. Commissioner Coburn was asked to provide the name of the contact person.

New Business

Operations, Engineering, Planning

Phosphorus Removal. Chad Olsen discussed via a power point slide presentation the draft alternative plan to be submitted to the DNR. Chad further discussed how trading with other utilities would work. Also discussed were 2 tertiary treatment systems for phosphorus removal and potential locations for either system to be placed.

Polymer Feed System Update. Chad Olsen reported he is holding the final payment request at this time until all the paperwork is submitted. Rob Franck reported on an alarm issue; this is being worked on to resolve the issue.

Chlorine Residual Analyzer Installation. Chad Olsen reported the analyzer start-up began yesterday; training on the unit will be today.

Gate Valve for RAS line. Rob Franck reported he received a cost for the valve; he is waiting to receive installation costs.

McMahon Proposal to review RAS pump sizing. Chad Olsen discussed the McMahon Agreement for Professional Services to review the RAS pump sizing. Chad further explained the current issue and why the pumps are running at 100%. After discussion motion made and seconded by Commissioners Bates/Parish to approve the McMahon Agreement for Professional Services to Review the RAS Pump Sizing at a fee of \$4,800. Motion carried unanimously.

Facility Re-Rating Study. Chad Olsen reported he will have more information at the next meeting.

Operating Report. Manager Much reported on plant operations; we are meeting limits and there are no operational issues. Manager Much also reported on attending a meeting regarding PFAS; there may be a testing standard by the end of the year, the state is following Michigan's program. Commissioner Taylor questioned how the plant is handling the flows from the wet weather; Paul indicated we did not have any SSO to report. Rob Franck reported on Equipment and Grounds items. Items further discussed on his report included: boiler issues during high humidity days, effluent pump #4 rebuilt, butterfly gas valves on waste gas lines, SE Mixer #1 rebuilt, Microclor cell #4 failure. Commissioner Taylor questioned if the city repaired the damaged fence; staff is not aware of it being fixed yet. Manager Much also reported the rock rip rap along the river is not being maintained by the City; there is weed growth in the rocks. After discussion, motion by Commissioners Zielinski/Bates to accept the operations report. Motion carried unanimously.

Budget, Finance, Personnel

Proposed 2020 NMSC Budget. Commissioners discussed the proposed budget. After discussion motion made and seconded by Commissioners Bates/Weyenberg to approve the 2020 NMSC Budget as proposed. Motion carried unanimously.

Duff & Phelps Proposal for Property Appraisal. Accountant Voigt presented a proposal received to perform a property appraisal for insurance purposes. Commissioners had multiple questions regarding the appraisal and our insurance coverage. It was decided to request a representative from Duff & Phelps to attend the next Commission meeting to further discuss as well as our insurance agent.

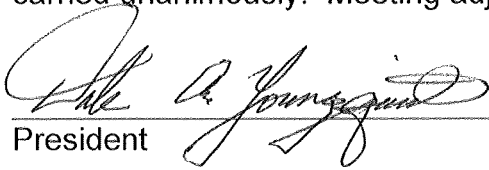
Allied Universal Security request for pay increases. Accountant Voigt discussed the request from Allied Universal for increasing the pay for security personnel located at the treatment plant; the pay increase for the guards are to keep this facility in line with other Allied Universal clients. After discussion motion made and seconded by Commissioners Weyenberg/Taylor to accept the new proposed rates from Allied Universal Security Services and for Accountant Voigt to negotiate a start date for the new rates to be effective. Motion carried unanimously.

Financial Statements. Accountant Voigt reported on the August financial statements. The Operating Income is reflecting the new billing rates; with the continued wet weather the year-to-date Operating Income will continue to be monitored. MCO generated \$3,500 in additional revenue for the Commission. After discussion, motion made and seconded by Commissioners Bates/Zielinski to approve the Accountant's Report for August 2019. Motion carried unanimously.


Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoices #24832 and #24984 in the amounts of \$131,692.57 and \$384.15 with payment to be made after October 1, 2019. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve Operating and Payroll Vouchers #137743 through #137792 in the amount of \$271,503.61 for the month of August 2019. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:26 a.m.



President



Secretary