

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday January 24, 2023

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

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

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

Public Forum

No one in attendance for the Public Forum.

Minutes

December 20, 2022 Meeting minutes. Motion made and seconded by Commissioners Zielinski/Coburn to approve the minutes from the December 20, 2022 regular meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

January 6, 2023 letter from Lisa Miotke, WPPI Energy to Rob Franck, NMSC Maintenance Manager.

RE: Activation of Contract Generation Capacity on December 23, 2022

Rob Franck reported the NMSC backup generator was activated by WPPI due to the maximum generation event that occurred on December 23, 2022.

January 12, 2023 letter from Georgia-Pacific and Glatfelter Corporation to NMSC.

RE: Notice for Closure Request for Fox River NRDA/PCB OU2-5.

Manager Much reported that Georgia-Pacific and Glatfelter Corporation have requested the Department of Natural Resources approve closure of the Fox River NRDA/PCB OU2-5 remediation site. Manager Much shared the closure would not impact NMSC.

January 17, 2023 letter from Menasha Deputy City Clerk, Valerie Neuman, to Ray Zielinski.

RE: Reappointment as NMSC Commissioner for 3-year term ending December 31, 2025.

January 18, 2023 letter from Neenah City Clerk, Charlotte Nagel, to Greg Weyenberg.

RE: Reappointment as NMSC Commissioner for 3-year term ending December 31, 2025.

Old Business

There was no old business to be discussed.

New Business

Operations, Engineering, Planning

McMahon Associates Report – Update and discussion on the following projects with potential action to be taken based on discussions held:

1. Phosphorus Removal & UV Disinfection Equipment.

Chad Olsen shared he is waiting on mid-February inspection and formal bid in order to bring it forward.

2. Preliminary User Charge Rate Study related to Phosphorus Removal & UV Disinfection.

Chad Olsen explained he updated the report based on feedback received, and has a copy of the report for review by committee.

McMahon Invoices

#929291	Plant Re-Rate Study	\$ 769.50
#929292 phase 08	Boiler Replacement – Construction Phase	\$1,022.00
#929293	Preliminary Rate Study	\$3,212.50
#929294	As-Needed SCADA and Control Services	\$1,287.00

Motion made and seconded by Commissioners Coburn/Bates to approve payment of invoices #929291, #929292 phase 08, #929293, and #929294. Motion carried unanimously.

McMahon Agreement for Professional Services. Agreement for Professional Services for air emissions inventory and compliance reporting assistance based on T&E and estimated at \$1500. Motion made and seconded by Commissioners Coburn/Weyenberg to approve McMahon Agreement for Professional Services. Motion carried unanimously.

Sewer extension request for Harrison Heights Subdivision located in the Village of Harrison, Harrison Utilities. Manager Much reported the paperwork for the sewer extension request for the Harrison Heights Subdivision has been submitted. Commissioner Gordon inquired whether the services are within the current limits, how much the plant can expand to cover the expanding service area, and whether the Commission should set a limit for future expansion requests. Randall Much shared the interceptor capacity should also be taken into account. Discussion ensued. Motion made and seconded by Commissioners Gordon/Coburn to approve the sewer extension request for Harrison Heights Subdivision located in the Village of Harrison. Motion carried unanimously.

Operating Report for December 2022

Operating Report. Manager Much reported no operation issues, and shared the load report. Equipment and Grounds Report. Rob Franck reported on Equipment and Grounds items. Provided additional details on: Feed pumps - replacements have been ordered and will be online and ready for disinfection season. RAS pumps - were delayed by reducing elbows. Lee's Fabricating will be fabricating custom piping and they expect two to be installed by the next meeting. After discussion, motion by Commissioners Bates/Zielinski to accept the operations report. Motion carried unanimously.

Budget, Finance Matters

Accountant's Report for December 2022.

Financial Statements. Accountant Voigt reported on the December 2022 financial statements. Operations at year-end are showing an operations loss of roughly \$181,000 which will be billed to the communities. Auditors will be here around February 8th or 9th to begin the year-end financial audit. The interest rates on State of WI Investment Pool and ICS CDARS investments increased, while others remain the same. After discussion, motion made and seconded by Commissioners Zielinski/ Bates to approve the Accountant's Report for December 2022. Motion carried unanimously.

Contract Renewal for the Wastewater Service Agreement between Sonoco/U.S. Paper Mills and the NMSC. No update at this time. Chad Olsen would like to meet with Rob Franck and Paul Much for discussion on updated industry loading. Commissioner Weyenberg questioned the use of a Madison law firm instead of the local attorney for negotiating the contract.

Approval to have attorney draft contract with Horseshoe Beverage. Manager Much reported that Horseshoe Beverage's pretreatment permit is expiring. He is proposing to have the attorney draft a 5-year contract and keep the same limits as the current pretreatment permit and discussed the Phosphorus limits. Motion made and seconded by Commissioners Bates/Coburn to approve the Madison Law firm of Stafford Law to draft contract for Horseshoe Beverage. Discussion ensued regarding which law firm to use for drafting contracts going forward. Commissioner Weyenberg inquired about using a local law firm for drafting contracts and discussion followed regarding standardizing contracts for industries. After further discussion Commissioner Coburn withdrew his second to the motion, Commissioner Bates withdrew his motion; the original motion and second were withdrawn. Motion made and seconded by Commissioners Bates/Coburn to use Attorney Matt Parmentier with Dempsey Law to draft a standard contract for industrial users. Motion carried.

MCO Invoices.

#29279 January 2023 Contract Operations \$142,367.48.

Motion made and seconded by Commissioners Coburn/Zielinski to approve MCO invoice #29279 with payment to be made after February 1, 2023. Motion carried unanimously.

Vouchers. Operating and Payroll Vouchers #139656 thru #139705 in the amount of \$295,223.15 for the month of December 2022. Motion made and seconded by Commissioners Coburn/Zielinski to approve operating and payroll vouchers. Motion carried unanimously.

Other Business to Come Before the Commission

Election of Officers. Motion was made and seconded by Commissioners Bates/Weyenberg to nominate the current slate of officers for the upcoming year. Motion carried unanimously. The officers are: President–Dale Youngquist, Vice-President–Raymond Zielinski, Secretary–Steve Coburn.

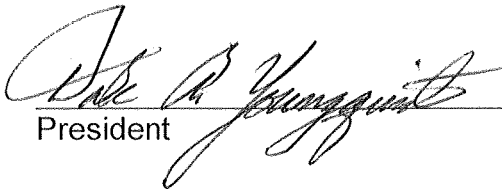
Appointment of Treasurer. President Youngquist appointed Commissioner Coburn as the Commission Treasurer for the upcoming year. Commissioner Coburn accepted. Motion made

and seconded by Commissioners Bates/Weyenberg to approve the appointment of Commissioner Coburn as Treasurer. Motion carried.

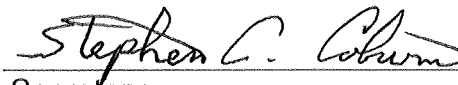
Set meeting dates and times. Commissioners reviewed the 2023 calendar for meeting dates. Motion made and seconded by Commissioners Bates/Coburn to hold the Neenah-Menasha Sewerage Commission monthly meetings on the 4th Tuesday of the month at 8:00am, except for the month of December which will be held on the 3rd Tuesday (12/19/23). Motion carried unanimously.

Adjournment

Motion made and seconded by Commissioners Bates/Coburn to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:30 a.m.



President



Secretary