

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday July 25, 2017

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

**Present:** Commissioners Forrest Bates, Kathy Bauer, Steve Coburn, Tim Hamblin, Mike Sams, Raymond Zielinski, Youngquist; Manager Paul Much, Accountant Roger Voigt.

**Also Present:** Rob Franck, Randall Much (MCO).

## Minutes

June 27, 2017 Regular Meeting minutes: After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the June 27, 2017 Regular Meeting. Motion carried with Commissioners Bates, Bauer, Coburn, Hamblin, Sams, and Zielinski voting aye. Commission President Youngquist abstained.

## Correspondence

The following correspondence was discussed:

July 2017 DNR Notice of Final Determination to Reissue a Wisconsin Pollution Discharge Elimination Permit (WPDES) to the Neenah-Menasha Sewerage Commission effective starting July 1, 2017.

## Old Business

Horseshoe Beverage, 590 Enterprise Drive, Neenah. Manager Much reviewed the draft Pretreatment Permit and drawing attention to page 1, part 1(B) which provides the BOD pounds and Flow limits discussed at the June meeting. If the limits are not meetable they will have six months to get in compliance. Randall Much indicated this permit is different from the normal Pretreatment Permits issued in that this permit includes a limit on BOD and Flow. After discussion, motion made and seconded by Commissioners Bates/Bauer to approve the Pretreatment Permit with Horseshoe Beverage. Motion carried unanimously.

NMSC Interceptor Transfer of Ownership. No additional information available to discuss at this time to act on the transfer of ownership. We should first see any agreement between Fox Crossing and Waverly Sanitary District first regarding the cost sharing of repairs or maintenance.

Quotes for Interceptor Televising and Cleaning. Rob Franck reported that in June he had preliminary ballpark numbers to clean and televise. Since the June meeting the entire interceptor from the Village of Fox Crossing to the treatment plant was walked to locate manholes and verify distances and locations. The information was compiled and resent out to vendors for formal proposals. Rob reported he has met with Northern Pipe Equipment; Great Lakes and Speedee Clean contacted him saying they are looking at the information. They were all informed we need the quotes by our next meeting date. Rob questioned about scheduling this work in 2017 or

2018 based on budgeting constraints on the communities. President Youngquist did not think it would be an issue for Fox Crossing if the work was performed and billed to them in 2017; Mike Sams also indicated the same for Waverly S.D. Rob was instructed to contact the City of Menasha for their input. The Commission also briefly discussed waiting until 2018 if we would obtain better pricing from these companies to make it worthwhile to wait.

Atlas Copco TRP Service Agreement. Rob Franck reported he has been trying to obtain a formal Exhibit A and further explained the process of the emails going out in trying to obtain Exhibit A from Atlas Copco. Rob further reported on communication and program issues with the blowers and the work being performed to fix the issues.

### **New Business**

#### **Operations, Engineering, Planning**

Phosphorus Removal. Manager Much reported we were still meeting limits last month; this month we had a few days we were not able to meet the limit due to additional solids.

Polymer Feed System Update. Manager Much reported that Chad Olsen is working on the polymer system design.

McMahon Associates invoices. Commissioners reviewed the McMahon invoices. Motion made and seconded by Commissioners Coburn/Bates to approve for payment McMahon invoices #906508, #906627 phase 04, and #906627 phase 08 in the amounts of \$3,750.00, \$760.00, and \$550.00 and to hold invoice #906507 in the amount of \$1,100.00 until the next meeting for approval. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of June 2017. The plant is running well with no issues; we needed to blend due to high flows. Manager Much also reported on a call from the DNR regarding a complaint they received on our biosolids hauler. The complaint consisted of mixing our biosolids with other communities, over applying biosolids on farmland, and stacking or staging biosolids on the fields. Manager Much also indicated when they went to inspect the field they also noticed an injector on the site which would be used for liquid hauling application. Marek Potratz was contacted; he indicated they are not staging, the injector is used for another community whose field is nearby and the unit was being stored on the site in question. Manager Much also reported the DNR will be looking at reviewing the fields and verifying setbacks and site conditions to see if any of the fields need to be readjusted for spreadable acreage. Rob Franck reported on the status of new equipment issues – they are acid cleaning aeration basin 6 to see if any improvements are seen in operation. Rob discussed the items in the Equipment & Grounds Report – On July 2 there was a power failure and the fine screen washer/compactor would not reset; a memory module was found failed. Rob also discussed difficulty in finding the easement for the interceptor under the Graphic Packaging building; Commissioners discussed and potentially having Attorney Thiel review the easements to see if we have one or to draft one if we don't. Rob reported a cell failed on the MicroChlor unit and also reported on a contact from J&H Controls regarding a new software upgrade to run the HVAC system; JAVA is no longer being supported and the new software version will be needed for controlling the HVAC system. After discussion motion made and seconded by

Commissioners Bates/Zielinski to approve and accept the Operating Report for the month of June 2017. Motion carried unanimously.

Budget, Finance, Personnel

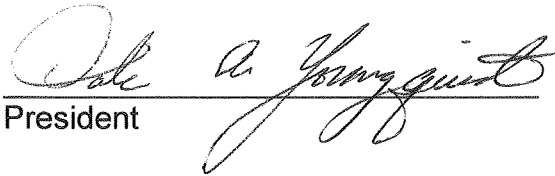
Accountant Voigt discussed the financial statements and the Cash & Investment report for the month of June 2017. June Operations reported an income for the month; the current wet weather conditions should result in the next couple of months to also record incomes for plant operations. The interest rates on funds in the State Pool has increased to 0.77% and the ICS CDARS have increased to 0.74%. MCO generated \$2,300 in income to the Commission in June. After discussion, motion made and seconded by Commissioners Coburn/Bates to accept the Accountant's Report for the month of June 2017. Motion carried unanimously.

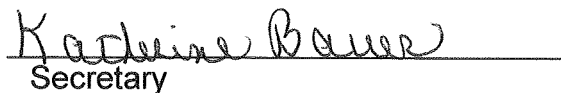
2018 Budget Update. Accountant Voigt reported preliminary work has started on the excel spreadsheet for the 2018 draft budget.

Motion made and seconded by Commissioners Coburn/Zielinski to approve for payment MCO invoices #21662 and #21701 in the amounts of \$126,704.22 and \$406.10 with payment to be made after August 1, 2017. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve Operating and Payroll Vouchers #136340 through #136403 in the amount of \$275,762.08 and Construction Fund Vouchers #267 through #268 in the amount of \$89,016.55 for the month of June 2017. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:06 a.m.

  
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President

  
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Secretary