

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting & Closed Session

Tuesday December 19, 2023 – 7:30 A.M.

MEETING LOCATION:

McMahon Associates

Team Conference Room

1445 McMahon Drive

Neenah (Fox Crossing), WI 54956

AGENDA

1. ROLL CALL

2. **CLOSED SESSION** – The Commission intends to convene into closed session pursuant to Wis. Stat. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. During the closed session, the Commission will discuss real estate matters. (Roll Call Vote Required). The Commission will return to open session following the closed session.

3. **NMSC 2024 PROPERTY/LIABILITY INSURANCE RENEWAL** - Discussion on, and potential action to be taken to approve renewal quotes.

4. **CLOSED SESSION** – The Commission intends to convene into closed session pursuant to Wis. Stat. 19.85(1)(e) for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. During the closed session, the Commission will discuss negotiating position relative to the wastewater contract with Sonoco. (Roll Call Vote Required). The Commission will return to open session following the closed session.

5. APPROVAL OF MINUTES

- November 28, 2023 Regular Meeting.

6. CORRESPONDENCE

A. Email from Paul Much to Marek Potratz.  
RE: Notice to End Service

B. Emails with Clerks for the Cities of Neenah and Menasha, and the Town of Neenah.  
RE: 3-year term for appointment as NMSC Commissioner ending on 12/31/2023 for Forest Bates, Corey Gordon, and Steve Coburn.

7. OLD BUSINESS

8. NEW BUSINESS

- Operations, engineering matters -

A. 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.

B. McMahon Invoices

#933133	Plant Re-Rate Study	\$1,077.50.
#933134	Building Condition Assessment & Phase 1 ESA	\$9,853.28.

C. McMahon Agreement for Professional Services. Air emissions inventory and compliance reporting assistance.

D. Operating Report for November 2023

1. Operating Report.

2. Equipment and Grounds Report.

- Budget, finance matters -

- E. Accounting Report for November 2023.
  - 1. Financial Statements.
  - 2. Cash & Investment Report.
  
- F. Discussion and potential action on Biosolids Purchase Agreement from Potratz’s Attorney
  
- G. Update and Discussion on Contract Renewal for the Wastewater Service Agreement between Sonoco/U.S. Paper Mills and the NMSC; with Potential Action(s) to be taken on matters discussed.
  
- H. MCO Invoices.
 

#30230	January 2024 Contract Operations	\$148,139.58.
#30248	Use of MCO Vehicles – October	\$ 523.90.
  
- I. Vouchers – Operating and Payroll Vouchers #140215 thru #140262 in the amount of \$274,004.49 for the month of November 2023.

**9. ADJOURNMENT.**