

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday November 22, 2022

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

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

**Excused:** Commissioners Corey Gordon, Raymond Zielinski.

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

## Public Forum

No one in attendance for the Public Forum.

## Minutes

October 25, 2022 Meeting minutes. Motion made and seconded by Commissioners Bates/Weyenberg to approve the minutes from the October 25, 2022 Regular Meeting and October 25, 2022 Closed Session. Motion carried unanimously.

## NMSC 2023 Property/Liability Insurance Renewal

The insurance agent was not present for discussing the insurance renewal; the agenda item was moved to the end of the meeting to allow time for the insurance agent to arrive for the meeting. Commissioners briefly discussed the renewal rate increase; expressed concern the increase seems high. Action on the insurance renewal tabled until the December meeting.

## Correspondence

There was no correspondence to be discussed.

## Old Business

There was no old business to be discussed.

## New Business

### Operations, Engineering, Planning

McMahon Project Updates:

Phosphorus Removal/UV Disinfection Project – Chad Olsen reported there is no activity to report.

Plant Boiler Digester Replacement and Air Permitting. Chad reported he is holding the final payment request; there is one item remaining to be completed.

Phosphorus Rate Study. Chad reported on a meeting held 2-weeks ago to review the draft document; McMahon is working on updates with the report.

McMahon Invoices. Commissioners discussed McMahon invoices #928542, #928540 and #928541 phase 08 in the amounts of \$117.00, \$697.85 and \$438.35. Motion made and seconded by Commissioners Coburn/Bates to approve payment of invoices #928542, #928540 and #928541 phase 08 in the amounts of \$117.00, \$697.85 and \$438.35. Motion carried unanimously.

Operating Report. Manager Much reported there are no issues with plant operations. Equipment & Grounds Report – Rob Franck reviewed his written report and provided further detail on: south grit chamber epoxy coating completed; service building roof replacement completed; reviewing proposals for replacing sodium hypochlorite feed pumps; delivery of RAS pumps now expected to be the end of December. Rob also discussed proposals received from Hach and YSI for replacing D.O. sensors. After discussion, motion made and seconded by Commissioners Weyenberg/Bates to accept the Operations Report and Equipment & Grounds Report. Motion carried unanimously.

#### Budget, Finance, Personnel

Financial Statements. Accountant Voigt reviewed a memo regarding a credit received from Menasha Utilities for a correction to our billed electric demand from the month of June. The financial statements for October reported an income for operations; the year-to-date operations are still showing a loss, with year-end operations still anticipated to be a loss; Interest rates on funds in the LGIP are now at 2.92%, interest rates for the ICS CDARS are 2.35%. MCO generated about \$2,400 in additional revenue for the Commission. After discussion, motion made and seconded by Commissioners Bates/Coburn to approve the Accountant's Report for October 2022. Motion carried unanimously.

Update on Sonoco contract renewal. Manager Much reported on President Youngquist and himself meeting at the U.S. Paper Mills plant with Sonoco representatives. They are aware of the Commission desire for them to provide a form of guarantee on capital payments if the NMSC treatment plant proceeds with an expansion project.

MCO 2023 Contract Increase. Manager Much discussed the MCO contract; the current CPI-U Table 3 value to be used for contract increases is 8.4%. MCO is requesting a 4.5% increase on the base contract; taking into account the rate changes in the health insurance and liability insurance, the overall contract increase for 2023 over the 2022 contract is 4.43%. After discussion, motion made and seconded by Commissioners Bate/Coburn to accept the 2023 MCO Contract increase. Motion carried unanimously on a roll call vote.

Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoices #29086 and #29146 in the amounts of \$136,331.67 and \$321.10 with payment to be made after December 1, 2022. Motion carried unanimously.

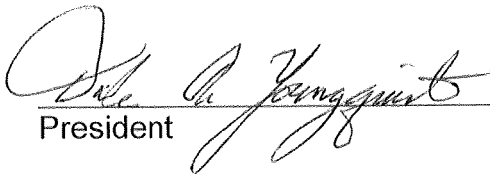
Motion made and seconded by Commissioners Coburn/Weyenberg to approve Operating and Payroll Vouchers #139578 through #139619 in the amount of \$385,896.76 for the month of October 2022. Motion carried unanimously.


**NMSC 2023 Property/Liability Insurance Renewal**

The insurance agent was not present for discussing the insurance renewal. Commissioners briefly discussed the renewal rate increase; expressed concern the increase seems high. Action on the insurance renewal tabled until the December meeting.

**Adjournment**

Motion made and seconded by Commissioners Bates/Coburn to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:28 a.m.

  
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President

  
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Secretary

**THE NEXT COMMISSION MEETING IS SCHEDULED FOR THE 3<sup>rd</sup> TUESDAY IN  
DECEMBER (December 20<sup>th</sup>)**