

# NEENAH-MENASHA SEWERAGE COMMISSION

## Regular Meeting

Tuesday November 23, 2021

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

**Present:** Commissioners Forrest Bates, Steve Coburn, Greg Weyenberg, Kevin Hietpas, Raymond Zielinski, Dale Youngquist; Manager Paul Much; Accountant Roger Voigt.

**Excused:** Commissioners Corey Gordon.

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

## Public Forum

No one in attendance for the public forum.

## Minutes

October 26, 2021 Regular Meeting minutes: Motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the October 26, 2021 Regular Meeting. Motion carried unanimously.

## Correspondence

There was no correspondence discussed:

## Old Business

Interceptor transfer of ownership to City of Neenah – Conveyance of Rights in Land. Motion made and seconded by Commissioners Weyenberg/Bates to approve the Conveyance of Rights in Land transferring easements, license interests, or any real estate interest for an installed interceptor sewer pipe serving the City of Neenah to the City of Neenah. Motion carried unanimously.

## New Business

### Operations, Engineering, Planning

McMahon Project Updates:

Facility Re-Rating Study – No new information to report.

Phosphorus Removal/UV Disinfection Project. No new information to report.

Plant Boiler Digester Replacement. Chad Olsen reported the boilers are installed and they will be meeting to verify the programming. Chad presented pay request #4 from August Winter & Sons, Inc. for the boiler replacement project. Motion made and seconded by Commissioners

Coburn/Bates to approve Payment Request #4 in the amount of \$10,380.00 from August Winter & Son, Inc. Motion carried unanimously.

WPDES Permit Application Assistance. Chad Olsen reported a draft summary is being worked on which will include a request for blending.

Phosphorus Rate Study. No new information to report.

NMSC Air Permitting. Manager Much discussed discussions held with the DNR prior to work beginning for the new plant boilers. Questions were raised about the need for modeling for our air permit; we were told we only needed to raise the exhaust stack height by a couple feet. Now that the project is almost complete, except for testing purposes, we are not allowed to run the new boilers until exhaust monitoring and modeling are performed. Based on the expected monitoring results we would also need to raise the exhaust stack height to 45 feet. We are being told there are now new air quality limits we will need to meet to be able to use the methane gas we produce; we will need to burn the methane gas through the flares until the boilers are approved to be used. Further discussion ensued on the inefficiency of burning the methane gas with the flares versus using the new boilers. Chad Olsen reported estimating a cost of \$45,000-\$55,000 to build 45-foot stacks. The Commission needs to test the methane for H<sub>2</sub>S; the results of this testing will determine the height of the stack.

McMahon Invoices. Commissioners discussed McMahon invoice #924461, invoice #924462 phase 06, invoice #924462 phase 08 in the amounts of \$4,650.00, \$350.00 and \$1,521.00. Motion made and seconded by Commissioners Coburn/Bates to approve payment of invoice #924461, invoice #924462 phase 06, and #924462 phase 08 in the amounts of \$4,650.00, \$350.00, and \$1,521.00. Motion carried unanimously.

McMahon Agreement for Professional Services – Sodium Hypochlorite Feed System Evaluation. Chad Olsen discussed the delay with installing the new UV disinfection system for 4-5 years and the concerns if the current hypochlorite generation system will be able to continue operating until the UV system would be installed. The evaluation will look at the costs to maintain the current system versus installing a new chemical feed system utilizing hauled-in hypochlorite. Motion made and seconded by Commissioners Coburn/Weyenberg to approve the McMahon Associates Agreement for Professional Services for evaluation of hypochlorite feed systems. Motion carried unanimously.

Sewer Extension Requests. Manager Much discussed the sewer extension requests for Woodland Heights located in the City of Menasha, Harrison Utilities and for Woodland Lakes Cottages located in the City of Menasha, Harrison Utilities. Motion made and seconded by Commissioners Bates/Hietpas to approve the sewer extension requests for Woodland Heights located in the City of Menasha, Harrison Utilities and for Woodland Lakes Cottages located in the City of Menasha, Harrison Utilities. Motion carried unanimously.

Operating Report. Manager Much reported on operational issues related to recent Galloway Company spills; there were no effluent violations by the treatment plant. Manager Much also reported on chemical vendors reporting increases expected next year on polymers used at the treatment plant; a bulk order was placed to take advantage of the current rates. Equipment &

Grounds Report –Rob Franck further reported on the following items in his written report: West centrifuge rebuild – they are here now to reset the unit in place and return it to operational status; epoxy coating of tanks will be performed next year; southwest digester pressure reducing valve needs to be replaced – cost of \$14,500, another vendor provided a cost of \$10,000 for a valve which is slightly different from the one currently being used. After discussion, motion by Commissioners Zielinski/Bates to accept the operations report. Motion carried unanimously.

Budget, Finance, Personnel

Financial Statements. Accountant Voigt reported the October financial statements are reporting an income in monthly operations; the rates for the December billing were implemented and we will see the Year-to-Date income for operations to be about \$30,000 more than budget. Interest rates on ICS CDARS investments have been decreased during the month; the yield in October is 0.08%, in November it will be 0.01%. Accountant Voigt further reported MCO generated about \$2,400 in additional revenue for the Commission. After discussion, motion made and seconded by Commissioners Zielinski/Bates to approve the Accountant's Report for October 2021. Motion carried unanimously.

Update on Sonoco contract renewal. No new information to report.

NMSC 2022 Property & Liability Insurance Renewal. Commissioners reviewed the Coverage Checkup Report received from the McClone Agency; the total insurance package for 2022 decreased \$99 from 2021. The insurance agent indicated our account is one of very few he has seen with a reduction in the premium. After discussion motion made and seconded by Commissioners Bates/Coburn to accept the renewal property and liability insurance rates received for 2022. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoice #27649 in the amount of \$130,144.08 with payment to be made after December 1, 2021. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to approve Operating and Payroll Vouchers #139029 through #139068 in the amount of \$718,303.47 for the month of October 2021. Motion carried unanimously.

Motion made and seconded by Commissioners Bates/Weyenberg to convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) to discuss strategy concerning contract renewal with the Contracted Industrial User and for bargaining reasons which require a closed session to discuss such strategy to best serve the public interest. Motion carried unanimously on a roll call vote; meeting convened into Closed Session at 9:00 a.m.

Motion made and seconded by Commissioners Bates/Weyenberg to adjourn the closed session and reconvene into Regular open session. Motion carried unanimously on a roll call vote; meeting returned to open session at 9:25 a.m.

Discussion on and potential action to be taken on matters discussed in Closed Session. Motion made and seconded by Commissioners Coburn/Bates to authorized the Plant Manager to

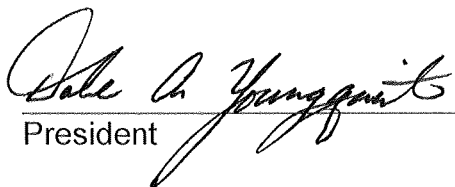
forward proposed discharge limits to the Commission Environmental Attorney to be incorporated into a draft Industrial User contract. Motion carried unanimously on a roll call vote.

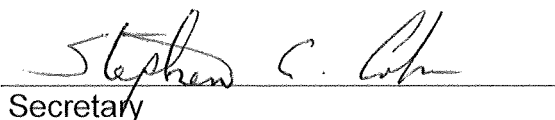
**Other Business**

Motion made and seconded by Commissioners Weyenberg/Bates to: acknowledge that the Town of Menasha, on April 20, 2016, by operation of statutory law, became the Village of Fox Crossing as an independent Wisconsin municipality consisting of all lands formerly located within the Town of Menasha west of the Fox River and Little Lake Butte des Morts due to the fact that the Secretary of Administration for the State of Wisconsin issued a certificate of incorporation, recognizing the Village of Fox Crossing. Previously, on September 14, 1999, the Town of Menasha created the Town of Menasha Utility District pursuant to Wis. Stat. §66.0827. A portion of the Town of Menasha Utility District known as Town of Menasha Sewerage District #4 was served by the Neenah-Menasha Sewerage Commission. Both the Town of Menasha Sewerage District #4 and the Town of Menasha were initial Members of the Commission pursuant to the 1982 Neenah-Menasha Sewerage Commission Ordinance-Contract, effective as amended June 2008. By operation of law, on April 16, 2017 the Town of Menasha Utility District was dissolved. On April 17, 2017, all assets and liabilities of the Town of Menasha Utility District transferred to a newly-created Village of Fox Crossing-owned sewer, water and stormwater utility to be known as the "Fox Crossing Utilities." Because Fox Crossing Utilities was created as a legal entity by the Village of Fox Crossing and by application of law the Town of Menasha Utility District was dissolved and all its assets were transferred into Fox Crossing Utilities, the Neenah-Menasha Sewerage Commission recognizes Fox Crossing Utilities as the Village of Fox Crossings as the legal successors in interest and the actual replacement members of the Neenah-Menasha Sewerage Commission and there will be no further references in the Records to the Town of Menasha, Town of Menasha Utility District or Town of Menasha Sewerage District#4 as legal entities. This motion and the Village of Fox Crossing Resolution No. 170410-2:VB is to be inserted by the clerk into the Commission minute records at April 17, 2017 so that future readers will be able to determine why there was a name change. Also, this motion and Village of Fox Crossing Resolution No. 170410-2:VB shall be attached to the minutes of this day's meeting of the Neenah-Menasha Sewerage Commission. Motion carried unanimously.

**Adjournment**

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

  
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President

  
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Secretary