

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday October 24, 2017

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

Present: Commissioners Forrest Bates, Steve Coburn, Mike Sambs, Raymond Zielinski, Dale Youngquist; Manager Paul Much, Accountant Roger Voigt.

Excused: Commissioners Kathy Bauer.

Also Present: Rob Franck, Randall Much (MCO); Chad Olsen (McMahon); Chris Reichelt, Troy Carlson (McClone Agency).

Minutes

September 26, 2017 Public Hearing & Regular Meeting minutes: After discussion, motion made and seconded by Commissioners Bates/Coburn to approve the minutes from the September 26, 2017 Public Hearing & Regular Meeting. Motion carried unanimously.

Correspondence

September 22, 2017 email received from Mrs. Tim Hamblin.

RE: Tim Hamblin will no longer be able to serve on the Sewerage Commission.

Commissioners further discussed the memo received. After discussion motion made and seconded by Commissioners Bates/Sambs to accept the resignation of Tim Hamblin from the Neenah-Menasha Sewerage Commission. Motion carried unanimously. Commissioner Bates updated the Commission on the status of a replacement to fill the unexpired term of Tim Hamblin.

NMSC Property and Liability Insurance

Chris Reichelt (McClone Agency) presented the Commission with the renewal property and liability insurance premiums for 2018. The renewal received from Cincinnati Insurance is slightly less than last year's rate. After discussion, motion made and seconded by Commissioners Sambs/Bates to approve the property and liability insurance renewal with Cincinnati Insurance for 2018. Motion carried unanimously.

Total BOD versus Carbonaceous BOD for billing purposes

Randall Much discussed the reporting change of Carbonaceous BOD (CBOD) to Total BOD (TBOD) for the NMSC WPDES permit. The current permit requires the NMSC to perform TBOD testing on influent and effluent samples. The previous discharge permits allowed the NMSC to report CBOD for reporting purposes. CBOD was also used for billing purposes; Randall Much also discussed the history and need to perform CBOD testing for billing purposes. The purpose for testing CBOD for billing purposes no longer exists and a request has been made to discontinue testing for CBOD which duplicates the testing of influent and effluent samples. After discussion motion made and seconded by Commissioners Youngquist/Sambs to discontinue

CBOD testing and begin using TBOD for billing purposes beginning November 1, 2017. Motion carried unanimously.

Old Business

NMSC Interceptor transfer of ownership. Commissioners discussed and decided to table this item until the November meeting.

Cleaning and Televising Interceptor. Rob Franck reported due to recent rain events leading to soft ground, the cleaning and televising was delayed until the ground would be able to support the weight of vehicles used. Rob further reported he has been in communications with the City of Menasha and Village of Fox Crossing.

Atlas Copco TRP Service Agreement. Rob Franck reported on his contact with Shane Ryan (Atlas Copco) and their discussions regarding the Total Responsibility Plan Service Agreement and a start date of January 1, 2018; this is acceptable with Atlas Copco. After discussion, motion made and seconded by Commissioners Bates/Zielinski to approve the Total Responsibility Plan Service Agreement with Atlas Copco beginning on January 1, 2018. Motion carried unanimously on a roll call vote.

Revised Easement Agreement with Industrial User. Commissioners discussed the revised easement agreement. After discussion, motion made and seconded by Commissioners Coburn/Sambas to approve the revised easement agreement for the NMSC Interceptor located under the Graphics Packaging building and forward the document to Graphics Packaging for signature. Motion carried unanimously.

U.S. Paper Mills/Sonoco Contract Renewal Extension. President Youngquist discussed the contract extension agreement with U.S. Paper Mills. Original discussions were for a two-year extension. President Youngquist reported he asked to have the agreement adjusted to be a 5-year extension. After discussion, motion made and seconded to approve the contract extension with U.S. Paper Mills for a 5-year period and to forward the document to U.S. Paper Mills for their approval. Motion carried unanimously.

New Business

Operations, Engineering, Planning

Phosphorus Removal. Manager Much indicated he has no new information to report.

Polymer Feed System Update. Chad Olsen discussed the status of the polymer feed system.

Manager Much discussed the Operating Report for the month of September 2017. The plant has been running well and there is nothing new to report. Rob Franck reported on the New Equipment Issues; discussions included the work of PBBS, the blowers, SCADA System, GIS system, and iReport. Rob further discussed items on the Equipment and Grounds Report; meters were calibrated, Final Clarifier #2 has similar issues with the center pier-it is not as severe as Final Clarifier #3, Final Clarifier #1 was drained and inspected and is showing similar issues.

After discussion motion made and seconded by Commissioners Bates/Zielinski to approve and accept the Operating Report for the month of September 2017. Motion carried unanimously.

Interceptor Repair Invoice. Commissioners discussed the invoice from August Winter & Sons to repair the Interceptor Manhole Casting, replace the cover, and patch the concrete floor. Rob Franck indicated the manhole cover was painted and will be labeled. It was the consensus of the Commissioners to authorize the invoicing of the work to repair the interceptor manhole in accordance with the Ordinance-Contract.

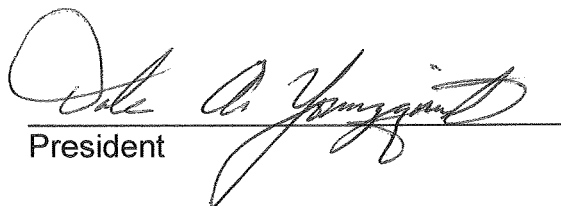
Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the Cash & Investment report for the month of September 2017. September Operations reported a net income for the month; the year to date operations is still at a net loss. Accountant Voigt indicated he is expecting the year end operations to have a loss. The interest rates on funds in the State Pool has increased to 1.03% and the ICS CDARS have increased to 1.03%. MCO generated \$2,800 in income to the Commission in September. After discussion, motion made and seconded by Commissioners Zielinski/Bates to accept the Accountant's Report for the month of September 2017. Motion carried unanimously.

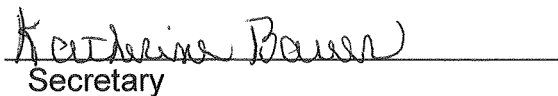
Motion made and seconded by Commissioners Coburn/Bates to approve for payment MCO invoices #21953 and #22000 in the amounts of \$126,674.22 and \$408.85 with payment to be made after November 1, 2017. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Zielinski to approve Operating and Payroll Vouchers #136513 through #136582 in the amount of \$333,424.90 and Construction Fund Vouchers #272 through #273 in the amount of \$14,624.00 for the month of September 2017. Motion carried unanimously.

Motion made and seconded by Commissioners Bates/Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:52 a.m.



President



Secretary