NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday February 24, 2009

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

Present: Commissioners R. Zielinski, D. Youngquist, T. Hamblin, K. Bauer, W. Helein, G. Falck, W. Zelinski; Manager Much, Accountant Voigt.

Also Present: Paul Much, Jim Peichl, Rob Franck (MCO).

Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve the minutes of the Regular Meeting of January 27, 2009. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

A. January 26, 2009 letter from Mark Radtke, City of Menasha to Catherine Girdley, Waverly Sanitary District.
RE: Menasha to suspend monthly confirmation testing of Waverly sampling results.

Budget, Finance, Personnel

Accountant Voigt presented the preliminary financial statements for the month of January 2009. The auditors were here on February 9-10 to begin the financial audit of 2008. After discussion, motion made by Commission D. Youngquist, seconded by Commissioner R. Zielinski to accept the financial statements for the month of January and place it on file. Motion carried unanimously.

Accountant Voigt presented MCO Invoice #13343 in the amount of $113,854.58 for the month of March 2009. After discussion, motion by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to approve MCO Invoice #13343 in the amount of $113,854.58 for the month of March 2009 and to pay the invoice after March 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of January. The money market rates have continued to decrease. Income generated for the Commission by MCO in January totaled $2,647. Commissioner G. Falck inquired about investing in TIPS; Accountant Voigt will look further into these and report back at the March meeting. After discussion, motion by Commissioner D. Youngquist, seconded by Commissioner G. Falck to accept the Accountants Report for the month of January 2009. Motion carried unanimously.

McMahon Invoice #44710 was presented for payment. After discussion, motion by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to approve for payment McMahon Invoice #44710. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of January 2009. The plant is running well. After discussion, motion by Commissioner R. Zielinski, seconded by Commissioner D. Youngquist to accept the operating report for the month of January 2009. Motion carried unanimously.

Manager Much presented and discussed NMSC Resolution 2009-1. The changes needed to be made to the document that were reported in January have been made. After approval of this resolution, staff will meet with communities to obtain business information and discuss/explain the procedure for issuing permits. After discussion, motion made by Commissioner K. Bauer, seconded by Commissioner D. Youngquist to approve NMSC Resolution 2009-1, a resolution "Promulgating a policy regulating and permitting discharge of animal and vegetable fats, oils, grease, food wastes and related materials". Motion carried unanimously on a roll call vote.

Manager Much reported to the Commission on the Biogas engine that is for sale and authorized for purchase at the January meeting. The engine will be available in April. In discussing the delivery and installation of the engine, Manager Much reported that they will breakdown the engine for delivery; a new slab will need to be poured at the WWTP to place the unit on; larger tanks will be needed for the Siloxane removal; wood chips will be used for sulfide removal; a new tank will be needed for the wood chips; need to look at electrical connections to tie into the electric grid. Based on this addition information obtained, it is felt the total cost for purchase, delivery, and installation will end up being in the $200,000 to $225,000 price range. After discussion, motion made by Commissioner D. Youngquist, seconded by Commissioner G. Falck to approve an increase in the total cost for the purchase, delivery and installation of the 230kW Biogas CHP of an additional $75,000. The new cost is not to exceed $225,000. Motion carried unanimously.

Manager Much reported receiving a request for a Co-op student currently enrolled in water/wastewater programs. The co-op student needs to work 80-hours in the water/wastewater industry. This item is budgeted for in the 2009 Budget and the Commission has given prior approval for having co-op students. After discussion, motion made by Commissioner G. Falck, seconded by Commissioner T. Hamblin to approve the co-op student for 80-hours. Motion carried unanimously.

Sewer Extension Request. Manager Much presented a sewer extension request received from Martenson & Eisele, Inc. for Woodland Hills 2nd Addition located in the City of Menasha, Waverly Sanitary District. After discussion, motion made by Commissioner T. Hamblin, seconded by Commissioner W. Helein to approve the sewer extension request for Woodland Hills 2nd Addition. Motion carried unanimously.

Old Business

Interceptor ownership. Commissioner D. Youngquist reported on a Town Utility Commission meeting where they discussed ownership of the Interceptor north of the 9th Street metering

station. The Town is in favor of owning this portion of the interceptor sewer. The Town will talk with Menasha officials concerning the interceptor sewers south of the 9th Street metering station.

Biosolids Management. Manage Much reported on talks with Gizmo Farms. They have interest in burning the sludge at the ethanol plant however they are currently unable to obtain loans for the equipment. Gizmo Farms will send a letter addressing our concerns of switching from land application to burning of the sludge. The Oshkosh Treatment Plant has been having trouble scheduling meetings with the City of Oshkosh officials to discuss the biosolids issue. It was questioned what if Gizmo would have problems? What can we do? Manager Much reported the Commission can landfill the sludge. In order to resurrect talks of a regional facility, we would need more interest from other communities. If the NMSC would either purchase land or look at different land for spreading, we would need about 600 acres. More information will be brought to the March meeting.

Heat Exchanger. The heat exchanger is currently set up as a test unit. During the testing, the primary sludge and scum lines were removed from the heat exchanger. The unit no longer has grease buildup in the piping. Pricing has been received from Lee's Contracting to add additional piping to the test unit to increase the size of the heat exchanger. The price received is $41,000. After discussion, motion made by Commissioner D. Youngquist, seconded by Commissioner R. Zielinski to approve the installation of additional banks to the heat exchanger by Lee's Contracting at a cost of $41,000. Motion carried unanimously.

Lab Office – HVAC Study. No information to report at this time.

Vouchers

Motion made by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve operating and payroll fund vouchers #130796 through #130846 in the amount of $389,199.71 for the month of January. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner T. Hamblin to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:00 a.m.

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President Secretary

THE NEXT REGULAR MEETING IS ON TUESDAY March 24th 2009.