

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday April 28, 2009

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

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

Excused: Commissioner D. Youngquist.

Also Present: Paul Much, Rob Franck (MCO); Mike Sambs (Waverly).

March 24, 2009 minutes. Commissioner T. Hamblin requested the minutes of the March 24, 2009 Closed Session meeting should be amended to correct those listed in attendance; Commissioner J. Jurgenson should be removed and Commissioner T. Hamblin should be added. Motion made by Commissioner R. Zielinski, seconded by Commissioner T. Hamblin to approve the minutes of the Regular Meeting of March 24, 2009 Regular Meeting and the minutes of the March 24, 2009 Closed Session as amended. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. March 24, 2009 letter from Paul Much, MCO to Mr. James Savinski, DNR.
RE: March 24, 2009 bypass of primary splitter box – overflow of est. 2,000 gal.

Manager Much reported the plant is able to handle up to 70 MGD; with the rain event we briefly exceeded the capacity overflowing the primary splitter box. The overflow was on grass around the splitter box, none of the overflow entered into a storm sewer.

Budget, Finance, Personnel

Accountant Voigt reported the auditors are waiting for language from our attorneys to complete the audit. The 2008 Financial Audit will be put on the agenda for the May meeting.

Accountant Voigt presented the preliminary financial statements for the month of March 2009. Commissioner G. Falck questioned the budgeted net loss for 2009. Accountant Voigt responded this is largely comprised of expenses in the Replacement Fund and Depreciation Fund that exceed the annual revenues received. This will be a reduction to our undesignated earnings and will be an offset to the years when we would show a net income. Commissioner T. Hamblin questioned why there is a budget for labor. The response is this is for hiring a summer employee and/or an intern. After discussion, motion made by Commission R. Zielinski, seconded by Commissioner K. Bauer to accept the financial statements for the month of March and place it on file. Motion carried unanimously.

Accountant Voigt presented MCO Invoice #13484 in the amount of \$118,252.31 for the month of May 2009. After discussion, motion by Commissioner R. Zielinski, seconded by Commissioner W. Helein to approve MCO Invoice #13484 in the amount of \$118,252.31 for the month of May 2009 and to pay the invoice after May 1. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of March. The money market rates have continued to decrease. A CD that matured on April 6 was deposited into the Money Market account at First National Bank. The Funds will be used for the purchase of the 230kW gas engine. Income generated for the Commission by MCO in March totaled \$2,724. After discussion, motion by Commissioner R. Zielinski, seconded by Commissioner T. Hamblin to accept the Accountants Report for the month of March 2009. Motion carried unanimously.

McMAHON invoices #45631, #45632, #45591 and #45592 were presented for payment. After discussion, motion by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to approve for payment McMAHON invoices #45631, #45632, #45591 and #45592. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of March 2009. The flows and loadings increased in March with the rainfall received. The cities need to continue their I/I work. The work done so far has helped, but more needs to be done. Manager Much discussed the phosphorus limits; the limits are eventually to be based on the individual stream the effluent is discharged into. The effort is to have the wastewater treatment plants remove more phosphorus from their discharge or to go to other nonpoint sources to have them reduce the amount of phosphorus discharged. During the next 1-2 years we will proceed with a testing process to find ways to reduce the amount of phosphorus discharged. One process to test will be to use more chemical in different areas of treatment in the wwtp. This will create more sludge to haul and will also increase our chemical costs. The new limits discussed are not in our currently renewed permit, but will most likely be implemented in our next permit renewal. We have had a few problems in the plant with a boiler and a high strength waste pump that should have an engineer look at to offer suggestions for solving the problems experienced. After discussion, motion by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to accept the operating report for the month of March 2009. Motion carried unanimously.

Manager Much reported to the Commission on the 230kW Biogas engine. We are still looking at a May or June installation and start-up.

Manager Much presented the HVAC system report from Fredericksen Engineering. The recommendations in this report are to replace the existing exhaust dampers and actuators with high quality insulated dampers; pack and caulk the fume hood exhaust duct wall penetrations; convert existing pneumatic room thermostats and actuators to digital; and upgrade the existing Johnson Controls software. A HVAC firm will be brought in to replace the dampers and actuators and Johnson Controls will be contacted to update the thermostats, actuators, and control software.

President W. Zelinski reported that Commissioner D. Youngquist requested to defer the discussion on the WPDES permit until the May meeting when he would be in attendance. The WPDES permit discussion will be put on the May meeting agenda.

Old Business

Interceptor ownership. Manager Much reported that a meeting with himself, Attorney Gunz, City of Menasha representatives and Town of Menasha representatives was held to discuss the interceptor ownership. Both the City and Town wanted to receive the flow data from the 9th Street station; this information has been sent to them. Manager Much felt this was a productive meeting and hopefully they would meet again in a month or two.

Biosolids Management. Manager Much reported a meeting was held with himself, Paul Much, Roger Voigt, Jim Savinski (DNR), Robert and James Potratz (Gizmo Farms) to discuss the issues with the sludge hauling and reporting. The NMSC will manage the program and provide Gizmo Farms the number of truckloads that are to be applied on each site. A letter of understanding was drafted detailing the procedures for each party. After discussion, motion made by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to approve the letter of understanding for signature and submittal of a copy to the DNR representative Jim Savinski. Motion carried unanimously.

Heat Exchanger. Manager Much discussed issues of the thermo to meso line plugging.

Vouchers

Motion made by Commissioner R. Zielinski, seconded by Commissioner K. Bauer to approve operating and payroll fund vouchers #130886 through #130941 in the amount of \$290,307.18 for the month of March as reported on the check registers. Motion carried unanimously.

Motion made by Commissioner R. Zielinski, seconded by Commissioner T. Hamblin to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:45 a.m.

President

Secretary

THE NEXT REGULAR MEETING IS ON TUESDAY May 26th 2009.