

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday August 24, 2010

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

Present: Commissioners Gordon Falck, Tim Hamblin, Raymond Zielinski, William Helein, Kathy Bauer, Dale Youngquist, William Zielinski; Manager Randall Much, Accountant Roger Voigt, Attorney John Thiel.

Also Present: Paul Much, Rob Franck (MCO); Mike Sams (Waverly); Tom Kispert (McMahon); Jim Potratz (Gizmo Farms); Tom Stoffel, Attorney Pam Captain (Menasha); Attorney Jim Godlewski (Neenah).

Minutes of the Regular Meeting of July 27, 2010 were discussed. It was requested to have the date of July 24 inserted in the Operations Report to specify the date of a plant overflow. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Commissioner Dale Youngquist to approve the minutes of the Regular Meeting of July 27, 2010 as corrected. Motion carried unanimously. Commissioner Gordon Falck requested to have the approval of the Closed Session minutes of July 27 deferred until later in the meeting.

Correspondence

The following correspondence was discussed:

1. August 9, 2010 letters (2) to William Zielinski, NMSC President from Bill Glatz.
RE: Open records requests for documents.

Accountant Voigt reported the request for the documents was filled and the requestor paid the associated fees relating to his request.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of July 2010. Commissioners questioned the increased loadings from Sonoco. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the financial statements for the month of July and place it on file. Motion carried unanimously.

Manager Much presented the draft 2011 NMSC Budget. Commissioners questioned and discussed various expense items and calculations for projected income from the municipalities. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the draft 2011 NMSC Budget as presented and to schedule a Public Hearing on Tuesday September 28, 2010 at 8:00am prior to the scheduled Regular Meeting with action to be taken at the Regular Meeting for approval of the Budget as proposed. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #14754, #14790, and #14785 in the amounts of \$119,149.99, \$617.29 and \$51.07. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Commissioner Gordon Falck to approve for payment MCO Invoices #14754, #14790, and #14785 and to pay the invoices after September 1, 2010. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of July. Accountant Voigt reported on the reinvestment of maturing CDARS; replacement fund monies in the CDARS account will be invested short term in anticipation of bills coming in for the refurbishing of the screws in the headworks building. MCO generated \$12,732 in income to the Commission in July. Accountant Voigt presented a quote for a 3-year extension of auditing services by Schenck. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Kathy Bauer to accept the quote for the 3-year extension of auditing services by Schenck. Voting aye: Commissioners William Helein, Raymond Zielinski, Kathy Bauer, Gordon Falck, Timothy Hamblin; Abstaining: Commissioner Dale Youngquist. Motion carried. After discussion of the Accountants Report; motion by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the Accountants Report for the month of July 2010. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #41723, #41712 and #41711 in the amounts of \$1,132.50, \$1,249.50, and \$5,588.50. After discussion, motion made by Commissioner Tim Hamblin, seconded by Commissioner Dale Youngquist to approve for payment invoices #41723, #41712 and #41711. Motion carried unanimously.

Accountant Voigt discussed information regarding the Clean Water Fund program. The Commission is not able to borrow directly from this program. We will need to rely on the member communities to borrow the funds from the Clean Water Fund. This could be comprised of at least one community taking on the whole debt, or it could be with multiple communities with each community taking a portion of the debt. The Commission would then need to have an agency agreement to deal with the construction management, administration, money handling, etc. Two draft resolutions were also presented for future consideration by the Commission in issues for receiving funding from the Clean Water Fund program. These resolutions will be brought to the September meeting.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of July 2010. The plant ran well, we had high loadings with some tank overflows occurring on July 13-14 and again on August 12. Commissioners questioned the screw pump operations with the current repairs being made. Manager Much reported we were able to keep 1 screw offline during this time period. The cracks are filled and the painting is still in progress in the screw bays. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Commissioner Tim Hamblin to accept the operating report for the month of July 2010. Motion carried unanimously.

Facility Plan Process – Tom Kispert discussed current status of projects at the treatment plant.
Screw Pumps – The 3rd screw is being coated; equipment for rebuilding the screws is being

shipped with the rebuilding to begin the week of September 13. The Needs Review was completed last week. Tom discussed with the Commission the method of blending of increased flows during rain events; the EPA is having input on how blending is handled. Tom reported on possible issues with influent channel and primary clarifiers with unknown code changes.

GIS Assessment – Manager Much updated the Commission on the progress of using GIS for the O&M manual. Employees met with McMahon to review; it looks like it will work well.

Old Business

Interceptor ownership. Manager Much reported that he has no new information to report at this time.

Biosolids Management. Tom Kispert discussed the Biosolids Handling & Storage Options Update from Chad Olsen. There is a revised opinion of probable construction cost for the Biosolids building from \$4.1 Million to \$3.56 Million. Projected 20-years costs were provided with further numbers to be provided next month. Green Bay MSD is developing and rechecking costs for handling the NMSC biosolids. Costs should be available at the next meeting.

Motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to convene into closed session pursuant to Wis. Stats. § 19.85(1)(g) to confer and review written and/or oral legal advice by legal counsel to the Commission as to litigation strategy and status of matters concerning the lawsuit(s) commonly referred to as the Fox River litigation and a separate and distinct matter involving a Notice of Claim received by the Commission from the Town of Neenah Sanitary District No. 2 which requests reimbursement of funds. Motion carried unanimously by Commissioners Raymond Zielinski, William Helein, Kathy Bauer, Gordon Falck, Tim Hamblin, Dale Youngquist. Meeting convened into closed session at 9:05 am.

After discussions, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to adjourn the closed session and return in regular open session. Motion carried unanimously by Commissioners Raymond Zielinski, William Helein, Kathy Bauer, Tim Hamblin, Gordon Falck, Dale Youngquist. The Commission returned to Regular open session at 10:02 am.

Minutes of the July 27, 2010 Closed Session. Motion made by Commissioner Gordon Falck, seconded by Commissioner Kathy Bauer to approve the minutes of the Closed Session of July 27, 2010. Motion carried unanimously.

Vouchers

Motion made by Commissioner Raymond Zielinski, seconded by Commissioner William Helein to approve operating and payroll fund vouchers #131787 through #131840 in the amount of \$331,261.90 for the month of July. Motion carried unanimously.

Motion made by Commissioner Raymond Zielinski, seconded by Commissioner Kathy Bauer to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:05 a.m.

President

Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY SEPTEMBER 28th, 2010.

