

NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday October 26, 2010

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

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

Excused: Commissioners Tim Hamblin, Gordon Falck.

Also Present: Paul Much, Rob Franck (MCO); Mike Sambs (Waverly); Tom Kispert, Chad Olsen (McMahon); Mike King (Post-Crescent).

Minutes of the Regular Meeting and Closed Session of September 28, 2010 were discussed. Motion made by Commissioner Raymond Zielinski, seconded by Commissioner Kathy Bauer to approve the minutes of the Regular Meeting and the Closed Session of September 28, 2010. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

- A. October 11, 2010 letter from Randall Much, NMSC to Mayor George Scherck, City of Neenah.
RE: Financing NMSC wastewater treatment plant upgrade.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of September 2010. The plant operations are currently operating with an income surplus. A recommendation will be made to have a billing adjustment on the December billing. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the financial statements for the month of September and place it on file. Motion carried unanimously.

Accountant Voigt discussed the request to make a billing adjustment on the December billing to the contract users. Sufficient revenues have been received relating to the operating portion of the budget that would allow the NMSC not to include this portion on the billings for December. The contract users would still be billed for the Capital, Replacement, and Depreciation portion of the December billing. After discussion, motion by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve making an adjustment to the December billing and reduce the billing for any charges related to operations. Motion carried unanimously.

Manager Much discussed with the Commission a request by MCO to install a MCO phone line at the wastewater treatment facility. All costs for this phone line and costs to install this line would be paid by MCO. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to approve the request by MCO to install a phone line at the wastewater treatment facility with MCO responsible for all costs associated with this phone line. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #14907, #14960, and #14957 in the amounts of \$119,150.00, \$902.84 and \$172.96. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve for payment MCO Invoices #14907, #14960, and #14957 and to pay the invoices after November 1, 2010. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of September. Accountant Voigt reported on the reinvestment of maturing CDARS. MCO generated \$9,500 in income to the Commission in September. After discussion of the Accountants Report; motion by Commissioner Dale Youngquist, seconded by Commissioner William Helein to accept the Accountants Report for the month of September 2010. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #42465 and #42466 in the amounts of \$11,676.25 and \$1,056.25. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Commissioner Dale Youngquist to approve for payment invoices #42465 and #42466. Motion carried unanimously.

Accountant Voigt reported our insurance agent has received interest from other insurance companies to quote on our insurance business so she has marketed our account to multiple insurance carriers in the insurance market. The renewal of the business insurance will be scheduled for the November meeting.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of September 2010. Everything is running well with no issues. The rebuilding of the screw pumps started yesterday, October 25. The contractor is planning on 1 ½ weeks to rebuild each screw pump. The new transformer has been installed; the startup of the generator was planned for today but is being postponed until the weather improves. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the operating report for the month of September 2010. Motion carried unanimously.

Tom Kispert distributed and discussed the Wastewater Facilities Plan report. Discussion ensued on various items such as: primary clarifiers and blending issues when flows exceed 43 mgd; activated sludge and replacing blowers; disinfection and continuing to use a sodium hypochlorite generation system; the cost effective analysis of various components; and the opinion of probable construction costs. Commissioners also questioned and discussed the potential of upcoming phosphorous regulations and how it will fit into the facility plan.

Old Business

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

Biosolids Management. Chad Olsen reported that numbers have been refined on the present worth analysis and will be discussed further in the closed session.

Motion made by Commissioner Dale Youngquist, seconded by Commissioner William Helein 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 the Town of Neenah Sanitary #2 lawsuit and pursuant to Wis. Stats. § 19.85(1)(e) to discuss contracts affecting portions of the sewerage treatment process which involves the investment and spending of public funds and competitive and bargaining reasons require a closed session to discuss contract clauses to be submitted to vendors to best serve the public interest. Motion carried unanimously by Commissioners Raymond Zielinski, William Helein, Kathy Bauer, Dale Youngquist. Meeting convened into closed session at 9:08 am.

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

Vouchers

Motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to approve operating and payroll fund vouchers #131890 through #131967 in the amount of \$708,322.11 for the month of September. Motion carried unanimously.

Motion made by Commissioner Raymond Zielinski, seconded by Commissioner Dale Youngquist to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:04 a.m.

President

Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY NOVEMBER 23RD, 2010.