NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday February 22, 2011

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

Present: Commissioners Raymond Zielinski, Dale Youngquist, Gordon Falck, Kathy Bauer, William Helein, William Zelinski; Manager Randall Much, Accountant Roger Voigt.

Excused: Commissioner Tim Hamblin

Also Present: Paul Much, Rob Franck (MCO); Mike Sambs (Waverly); Tom Kispert, Chad Olsen (McMAHON).

Minutes of the Regular Meeting and Closed Session of January 25, 2011 were discussed. Motion made by Commissioner Raymond Zielinski, seconded by Commissioner Kathy Bauer to approve the minutes of the Regular Meeting and the minutes of the Closed Session from January 25, 2011. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed.

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of January 2011. Accountant Voigt reported the auditors will be in Monday February 28 to begin the 2010 audit. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Commissioner William Helein to accept the financial statements for the month of January and place it on file. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #15248, #15280, and #15277 in the amounts of $120,194.02, $302.27 and $1,496.99. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Commissioner Gordon Falck to approve for payment MCO Invoices #15248, #15280, and #15277 and to pay the invoices after March 1, 2011. Motion carried unanimously.

Accountant Voigt presented the Accountants Report for the month of January. Accountant Voigt reported on the reinvestment of maturing CDARS; the replacement fund CDAR will be renewed for 4-weeks, the depreciation fund CDAR will have $50,000 deposited into our checking account with the balance renewed for 4-weeks. The funds deposited into the checking account will be used for payment towards engineering fees. MCO generated $8,200 in income to the Commission in January. After discussion of the Accountants Report; motion by Commissioner Raymond Zielinski, seconded by Commissioner William Helein to accept the Accountants Report for the month of January 2011. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #43958, #43960, #43959, #44039, and #44093 in the amounts of $377.48, $6,891.64, $54,685.30, $805.50 and $992.45. After discussion, motion made by Commissioner Raymond Zielinski, seconded by Commissioner Kathy Bauer to approve for payment invoices #43958, #43960, #43959, #44039 and #44093. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much presented and discussed the operating report for the month of January 2011. Operationally we are doing well. Menasha made a request to include an area in our facility plan to accept sewer cleaning waste; this issue has been discussed in the past and we do not feel we have an appropriate area to handle this type of waste. Staff has met with McMahon personnel to discuss the digester issues. Manager Much reported staff will be going to Albuquerque and Salt Lake City on March 9, 10, & 11 to look at sodium hypochlorite generation systems. The cost will be paid by the vendors trying to sell us the unit. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Raymond Zielinski to accept the operating report for the month of January 2011. Motion carried unanimously.

Manager Much discussed the information received on the Fox-Wolf Watershed Alliance. This is a group of individuals coming from regulatory agencies, DNR staff, Industrial, and Municipal wastewater plants to work together on the phosphorous issues and regulations. Supporting this group in obtaining grant money seems to be worthwhile. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Kathy Bauer to issue a letter of support to the Fox-Wolf Watershed Alliance for its water quality grant application. Motion carried unanimously.

Tom Kispert reported to the Commission the status on Facility Upgrade activities.
Facility Plan. Mylar drawings from the 1980's plant expansion are being converted to CAD drawings; equipment manufacturers are being scheduled to come to the plant in March; it is expected to have a recommendation for an on-site sodium hypochlorite generation system at the next meeting; the DNR reviewer indicated the plans look good, we now need to schedule a public hearing for the DNR to give approval of the plan. Tom Kispert suggests the week of March 14 to hold the public hearing; this would need to be a special meeting and we need to provide a two week notice and we need to publish this in the newspaper twice. The Commission discussed a date for the public hearing. After discussion, motion made by Commissioner Dale Youngquist, seconded by Commissioner Gordon Falck to hold a Public Hearing on Tuesday March 15 at 8:00 am to receive public input on the Facility Plan submitted to the DNR for plant updates. Motion carried unanimously.
Controls/SCADA. Discussion have been held with Bradley-Werner for this project.
GIS. Work is continuing on the requirements document. Currently the work is on "Big Picture" items; eventually the work will be on the minor details.

Old Business

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

Biosolids Management. Chad Olsen reported he has no information to report in open session.

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 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, Dale Youngquist, Gordon Falck, Kathy Bauer, William Helein. Meeting convened into closed session at 8:38 am.

After discussions, motion made by Commissioner Dale Youngquist, seconded by Commissioner William Helein to adjourn the closed session and return in regular open session. Motion carried unanimously by Commissioners Raymond Zielinski, Dale Youngquist, Gordon Falck, Kathy Bauer, William Helein. The Commission returned to Regular open session at 9:16 am.

Action to be taken on matters discussed on Closed Session

Motion made by Commissioner Dale Youngquist, seconded by Commissioner William Helein to approve the mediation settlement agreement with the Town of Neenah S.D. #2 contingent upon the approval of the mediation settlement agreement by the Town of Neenah S.D. #2 and to use funds from the Surplus Fund for the settlement amount. Motion carried unanimously.

Vouchers

Motion made by Commissioner Raymond Zielinski, seconded by Commissioner William Helein to approve operating and payroll fund vouchers #132140 through #132179 in the amount of $373,366.61 for the month of January 2011. Motion carried unanimously.

Motion made by Commissioner Dale Youngquist, seconded by Commissioner William Helein to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:20 a.m.

President _____ Secretary _____

A PUBLIC HEARING WILL BE HELD ON MARCH 15TH @ 8:00 AM.
THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY MARCH 22ND 2011.