NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday May 22, 2012

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

In honor of the memory of former Commissioner William Zelinski, Commission President Youngquist requested a moment of silence.

Roll call was taken.

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

Also Present: Tom Kispert, Chad Olsen, (McMAHON); Mike King (Post Crescent); Paul Much (MCO).

Commissioners discussed the minutes from the Regular Meeting and Closed Session of April 24, 2012. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve the minutes of the Regular Meeting and Closed Session of April 24, 2012. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed.

Old Business

Biosolids. Chad Olsen reported there is no information to be discussed at this time in open session.

New Business

Budget, Finance, Personnel

Accountant Voigt presented the financial statements for the month of April 2012. The cash balances were discussed and the Commission was informed the balance in the operating cash will decrease with the Contract Users receiving their credit from 2011 operations. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve the Financial Statements for the month of April. Motion carried unanimously.

Accountant Voigt presented the Accountant's Report and Cash Flow Projection for the month of April. The interest rates have not changed; MCO generated $3,321 in income to the Commission in April. The cash flow projection has been updated based on current known information. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Falck to accept the Accountant's Report and cash flow projection for April. Motion carried unanimously.

Motion made by Commissioner Gunz, seconded by Commissioner Zielinski to approve operating and payroll fund vouchers #132927 through #132985 in the amount of $484,137.52 for the month

of April 2012 and Construction Fund Vouchers #121 through #125 in the amount of $141,718.66 for the month of April 2012. Motion carried unanimously.

Accountant Voigt presented MCO Invoices #16438 and #16473 in the amounts of $118,845.45 and $950.05. Commissioner Gunz questioned the liability and health insurance and if the Commission has any input on the levels and coverage's. Manager Much responded MCO needs to monitor these costs and to make adjustments in the deductibles and benefit levels to maintain competitiveness. After discussion, motion made by Commissioner Zielinski, seconded by Commissioner Bauer to approve for payment MCO Invoices #16438 and #16473 and to pay the invoices after June 1, 2012. Motion carried unanimously.

Accountant Voigt presented for payment McMAHON invoices #49277 - $22,400.00; #49275 - $42,600.00; #49276 - $1,197.00; #49390 - $620.00; and #49381 - $1,656.67. After discussion, motion made by Commissioner Zielinski seconded by Commissioner Bauer to approve for payment invoices #49277, #49275, #49276, #49380, and #49381. Motion carried unanimously.

Operations, Engineering, Planning

Manager Much reported the plant is operating well; there are no issues with the operations. Manager Much discussed DNR discussions with the EPA in dealing with blending. We are not sure how this will be written in our discharge permit; Commissioners further discussed this topic. Commissioner Falck questioned the methane used in the engine; Manager Much reported the engine was shut down and will be restarted later this week. After discussion, motion by Commissioner Falck, seconded by Commissioner Zielinski to accept the Operating Report for April. Motion carried unanimously.

Manager Much reported on a meeting held at the McMahon offices with other communities to discuss the potential for a partnership for evaluating potential phosphorus reduction tools. It was decided any agreements would proceed through the Fox-Wolf Watershed Alliance. Commissioner Gunz questioned the makeup of this group, how they are organized and their structure. Commissioner Gunz further commented on his uneasiness about allowing an entity that we don't know who they are to be able to spend our money. McMahon researched further and reported back that the Fox-Wolf Watershed Alliance is a nonprofit group; who the board of directors are; staff positions; mission statement; and how funded.

Tom Kispert updated the Commission on the facilities upgrade project. He has a preliminary set of plans on where we are to date in the design; the plans have not been completed, they are still making progress in the design. The initial plan one-year ago was to have the first delivery of equipment on July 12. The target date of having the plans completed by June 1 will not happen; we are now projecting having the plans ready at the July Commission meeting.

Tom Kispert updated the Commission on the System Controls/SCADA. The blower electrical distribution site is being reconfigured. The new facility will hold five new blowers.

Tom Kispert reported on the GIS/Work Order System. The work order portion is in operation. When shop drawings are being submitted they are being incorporated into the GIS portion.

Tom reported on the Clean Water Fund. Amy Vaclavik is continuing her work on the applications.

Motion made by Commissioner Hamblin, seconded by Commissioner Zielinski to convene into closed session pursuant to Wis. Stats. § 19.85(1)(e) to discuss strategy concerning the Contracted Industrial User as it affects the financing of the Sewer Plant Project, and pursuant to Wis. Stats. § 19.85(1)(g) to confer and review oral legal advice by legal counsel to the Commission as to potential litigation with Insurance Carriers as it relates to the lawsuit(s) commonly referred to as the Fox River litigation, and to take action in closed session concerning legal bills. Also, pursuant to Wis. Stats. § 19.85(1)(e) to discuss identified real estate options for placement of a building to be used by the Commission for which bargaining reasons and developing acquisition strategy require a closed session to protect the public investment and spending of public funds. By roll call vote taken, motion carried unanimously, by Commissioners Zielinski, Gunz, Bauer, Falck, Hamblin, Sambs, Youngquist.

Meeting convened into closed session at 8:49 am.

After discussions, motion made by Commissioner Falck, seconded by Commissioner Zielinski to adjourn the closed session and return in Regular open session. By roll call vote taken, motion carried unanimously by Commissioners Zielinski, Gunz, Bauer, Falck, Hamblin, Sambs, Youngquist. The Commission returned to Regular open session at 10:00 am.

Motion made by Commissioner Gunz, seconded by Commissioner Zielinski to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:00 a.m.

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President Secretary

THE NEXT REGULAR MEETING IS SCHEDULED FOR TUESDAY June 26th, 2012.