NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday October 28, 2014

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

Present: Commissioners Mike Sambs, Raymond Zielinski, Kathy Bauer, Steve Coburn, Dale Youngquist; Manager Randall Much, Accountant Roger Voigt.

Excused: Commissioners Jim Gunz and Tim Hamblin.

Also Present: Tom Kispert (McMAHON); Rob Franck (MCO); Brian Azure, Bob Miltenberger (Atlas Copco).

Public Forum. No one in attendance for public forum.

September 23, 2014 Public Hearing and Regular Meeting minutes: Motion by Commissioner Coburn, second by Commissioner Zielinski to approve the minutes from the September 23, 2014 Public Hearing and Regular Meeting. Motion carried unanimously. President Youngquist asked if there was any update regarding the obstruction in the air line for aeration tank 6. Tom Kispert responded the valve was checked for proper operation; it is operating properly, other items are now being checked for the cause.

Correspondence

The following correspondence was discussed:

September 23, 2014 letter from Dale Youngquist, NMSC to Mr. Mark Radtke, City of Menasha. RE: Flow monitoring & sampling stations and Sonoco contracted user status.

Manager Much reported he met with Mark Radtke and Taryn Nall; the City is not doing the redesign of the Sonoco metering station. They would like the NMSC to send a letter to Sonoco for them to do the design work. Manager Much was authorized to send a letter to Sonoco regarding the design of the metering station. Manager Much also reported that Mark Radtke will talk with the City Attorney regarding the contract user status of Sonoco.

October 3, 2014 letter from Robert Hannes, DNR to Dale Youngquist, NMSC.
RE: DNR approval of Change Order #46.

Old Business

There is no Old Business to be discussed.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. Brian Azure, Atlas Copco Service Manager discussed the update on the HSI Blowers. The element for Blower #6 arrived; it was installed into Blower #5 to make it operational. Blower #4 still needs to be pulled; further discussion occurred on the problems with

Blower #6. President Youngquist addressed the promises of "being completed next month" and not coming through with the promise; we have been struggling with these units for almost 2 years and their issues. President Youngquist asked if the Atlas Copco brand name has blower units that will fit our sizing needs to replace the HSI brand name units. Bob Miltenberger (National Sales Manager) addressed the concerns. The Commission further discussed the promises of repairing the units, the different breakdowns, Blower unit #5 being returned a second time for repair. President Youngquist discussed his request to have some type of proposal by the November 25 meeting on how Atlas Copco would like to proceed to resolve the issues. A letter would be needed by November 19th from Atlas Copco addressing the items discussed. Commissioner Coburn added he see three issues; the long term viability of the units, the control system, and can the system do what is expected.

Phosphorus Removal – Nothing to be reported at this time.

Construction Progress Update. Tom Kispert reviewed his memo to the Commission. All punch list items are complete. Items still remaining to be completed is the start-up of the sludge cooling heat exchanger and performance testing on the centrifuge. These items will be completed once the digesters are running normally. The delay on these two items was due to the painters not completing their tasks as scheduled.

Tom Kispert discussed Certificate for Payment #20 with August Winter & Sons, Inc. in the amount of $161,961.05. This will leave the 1.25% of retainage as the remaining funds to be paid. After discussion, motion by Commissioner Sambs second by Commissioner Zielinski to approve for payment Certificate for Payment #20 with August Winter & Sons, Inc. in the amount of $161,961.05. Motion carried unanimously.

Tom Kispert reported on a possible future item: polymer system upgrade. Once the centrifuge performance testing is complete, the results of the testing may require upgrading the polymer system. Items remaining for project closeout include: O&M Manual certification checklist, facilities map for the Work Order Management System, and final screen views to be reviewed on 11 control panels.

Motion by Commissioner Zielinski, second by Commissioner Coburn to approve for payment McMahon invoice #40200 related to the Construction Project in the amount of $12,000.00. Motion carried unanimously.

Tom Kispert discussed the McMahon Agreement for Professional Services to replace the current "OPS32" reporting software with "iReportPlus" reporting software to take advantage of the data generated by the SCADA system. Plant staff would be trained in using the new software and how to generate reports. After discussion motion by Commissioner Bauer second by Commissioner Coburn to accept the McMahon agreement for Professional Services to replace the current reporting software for a lump sum fee of $18,100. Motion carried unanimously.

Tom Kispert discussed the McMahon Agreement for Professional Services to provide electronic communication of flow data from the 5 remote locations to the new NMSC SCADA system. After discussion motion by Commissioner Coburn second by Commissioner Sambs to accept the McMahon Agreement for Professional Services to provide electronic communication of flow data

from the 5 remote locations to the new NMSC SCADA system for a lump sum fee of $46,061. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of September 2014. Menasha has a negative BOD pounds for the month; this indicates there is a potential issue with the Sonoco metering station. Manager Much reported on a slug discharge received from Waverly S.D.; the area serviced is a residential area. There was high pH and astronomical ammonia results from the sample taken. The pH and ammonia levels also increased the pH and ammonia results for the Town of Menasha and the City of Menasha. We have been in contact with Waverly S.D. regarding this issue. Manager Much reported an incident from Monday (last night) evening; Gizmo left some sludge on N. Commercial Street due to an issue with the trailer. The Gizmo driver returned to the treatment plant to obtain the front end loader, shovel and broom to clean up the sludge. The incident was reported to the DNR. After discussion, motion by Commissioner Zielinski, second by Commissioner Coburn to accept the Operating Report for the month of September 2014. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the cash & investment report for the month of September 2014. The Operations are now reporting a net income due to the couple of months of increased loadings; however the income for October and November will be less than what is budgeted. There has been no change in the interest rates on our investments. MCO generated $4,000 in revenues to the Commission during the month of September. After discussion, motion by Commissioner Zielinski, second by Commissioner Coburn to accept the Accountant's Report for the month of September 2014. Motion carried unanimously.

Motion by Commissioner Zielinski, second by Commissioner Bauer to approve for payment MCO invoices #18663 and #18708 in the amounts of $121,837.01 and $457.30 with payment to be made after November 1, 2014. Motion carried unanimously.

Accountant Voigt reported the Snow Plowing and Removal Contract with Levenhagen Corp. has no changes from last year. After discussion motion by Commissioner Zielinski second by Commissioner Sambs to accept the Snow Plowing and Removal Contract with Levenhagen Corp. Motion carried unanimously.

Motion by Commissioner Zielinski, second by Commissioner Coburn to approve Operating and Payroll Vouchers #134622 through #134685 in the amount of $291,178.33 and Construction Vouchers #242 and #243 in the amount of $423,108.44 for the month of September 2014. Motion carried unanimously.

Motion made by Commissioner Zielinski, seconded by Commissioner Coburn to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:30 a.m. Tom Kispert led the Commissioners on a tour of the facilities. The tour completed at approximately 10:45 am.

President

Secretary