NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday December 16, 2014

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

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

Excused: Commissioners Jim Gunz, Kathy Bauer.

Also Present: Tom Kispert, Chad Olsen (McMAHON); Rob Franck (MCO).

Public Forum. No one in attendance for public forum.

November 25, 2014 Regular Meeting minutes: Motion by Commissioner Zielinski, second by Commissioner Coburn to approve the minutes from the November 25, 2014 Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

December 1, 2014 letter from Robin Schmidt, DNR Environmental Loans Section to Dale Youngquist, NMSC.
RE: Agrees to retain only 1% of the Financial Assistance Agreement amount.

December 4, 2014 letter from Mayor Dean Kaufert, City of Neenah to Jim Gunz.
RE: Reappointment to the NMSC.

December 1, 2014 email from Amy Vaclavik, McMahon to Roger Voigt, NMSC.
RE: CWF pay request reduced $10,107.04 due to ineligible costs from change orders.

Old Business

Accountant Voigt indicated printed copies of the recent ruling from Judge Griesbach regarding the United States of America and the State of Wisconsin verses NCR Corporation and the "Decision and Order Indicating Approval of Consent Decree" are available for reading.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. Rob Franck reported all the blowers are mechanically good; this past weekend we had 2 VFD faults on unit #6. One additional component will be changed out to see if this corrects the VFD faults. We are currently running 1 – 2 blowers; in summer we will need to have 3 – 4 blowers. We don't know how the system will act with more blowers running. President Youngquist indicated he is looking for a commitment from Atlas Copco to replace the six blowers; not just based on being operational in January, but also based on how they perform through the summer months. After discussion, motion by President Youngquist second by

Commissioner Zielinski to have a written commitment agreement from Atlas Copco and HSI to provide six new generation blowers at no cost if we are not 100% satisfied by January 27, 2014 and again by September 1, 2014. Motion carried unanimously. Commissioners further discussed the need for a closed session at the January 27, 2015 meeting. It was decided to wait until the first week of January to determine the blower status and the potential for the need of a closed session.

Phosphorus Removal – Manager Much discussed the phosphorus analyzers being reviewed for potential installation. After giving further thought in the two analyzers, the lower priced unit works best with low, steady flows. The higher priced unit from HACH can be paced on the flow allowing the unit to adjust when we are in high flow situations. An additional thought is to place a unit before the primary clarifier and another unit before the final clarifier. Testing was performed a couple years ago at these locations and we were able to meet phosphorus limits. By using the HACH units in these location there is the potential to meet the limits at a cost of $120,000 - $150,000 verses several million dollars to build a treatment process. Chad Olsen reported the next step is to invite HACH here to inspect the situation and obtain a quote. Chad will contact HACH and make the arrangements.
Commissioner Gunz entered the meeting (8:25).
President Youngquist questioned if there is any method for removing phosphorus that does not use chemicals; no, all methods require the use of chemicals. Commissioner Hamblin questioned if this will have an affect with trading; we are still looking at that option and we are waiting for the study report.

Construction Progress Update. Tom Kispert reviewed his memo to the Commission. We need sludge for testing the centrifuge; Chad Olsen indicated the sludge will be available closer to March. Tom further reported on the potential for upgrading the polymer system; O&M manual nearing completion; SCADA screen shots being completed.

Tom Kispert discussed Certificate for Payment #3 and Final with Alfa Laval, Inc. for the spiral heat exchangers in the amount of $74,500.00. After discussion, motion by Commissioner Gunz second by Commissioner Coburn to approve for payment Certificate for Payment #3 and final with Alfa Laval, Inc. in the amount of $74,500.00. Motion carried unanimously.

Tom Kispert reported on the electronic communication of flow data from remote sites; panels are being installed; modems are on backorder; it may be the end of January before the installation is complete.

Tom Kispert reported on the status of the iReportPlus Reporting Software to replace the current OPS32 software; the software is ordered, reports will be developed based on staff needs.

Manager Much asked Tom on the status of the A/C unit removed from the Old Blower Building. Tom reported he looked at the unit; it is a ceiling mounted unit, the other units installed were wall mount units and they are not interchangeable. August Winter & Sons cost for this unit was $3,000; the old blower building was overdesigned with the installation of 2 units. After discussion, motion by Commissioner Gunz second by Commissioner Zielinski to obtain a refund from McMahon for the cost of the second air conditioning unit. Motion carried unanimously.

Motion by Commissioner Gunz second by Commissioner Coburn to approve for payment McMahon invoices #41038 and #41039 in the amounts of $1,100.00 and $9,200.00. Motion carried unanimously.

Motion by Commissioner Gunz second by Commissioner Sambs to approve the sewer extension request for Rolling Heights Subdivision located in the Town of Neenah S.D. #2. Motion carried, Commissioner Hamblin abstained.

Manager Much discussed the Operating Report for the month of November 2014. The Menasha billing numbers are now closer to reality; Sonoco has sent a request in to the corporate office for approval to replace the metering station, with hope to have a response by December 31. The mercury levels look like they have come up slightly. The Town of Neenah S.D. #2 is looking to do some refurbishing at lift station #3; the Commission may need to make changes to the sampling set-up requiring modification at this lift station. S.D. #2 is in the process of obtaining quotes now for repairs and epoxy coating of the building. President Youngquist questioned the cost; Chad estimates the costs for modifying the sampling set-up to be $60,000 - $70,000. Manager Much discussed modifying the NMSC metering stations; we will need a proposal for design based on the Kaempfer plans for modifications to the metering stations and at the treatment plant. After discussion, motion by Commissioner Gunz second by Commissioner Zielinski to have the City of Menasha submit a letter signing off to the Commission that the modifications proposed are the modifications the City wants. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the cash & investment report for the month of November 2014. The Operations are reporting a net income; there has been no change in the interest rates on our investments. MCO generated $4,300 in revenues to the Commission during the month of November. After discussion, motion by Commissioner Zielinski, second by Commissioner Coburn to accept the Accountant's Report for the month of November 2014. Motion carried unanimously.

Motion by Commissioner Gunz, second by Commissioner Sambs to approve for payment MCO invoices #18858 and #18890 in the amounts of $123,501.42 and $467.60 with payment to be made after January 1, 2015. Motion carried unanimously.

Motion by Commissioner Gunz, second by Commissioner Zielinski to approve Operating and Payroll Vouchers #134734 through #134776 in the amount of $252,544.08 and Construction Vouchers #246 and #247 in the amount of $173,961.05 for the month of November 2014. Motion carried unanimously.

Motion made by Commissioner Zielinski, seconded by Commissioner Hamblin to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:16 a.m.

President

Secretary