NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday February 24, 2015

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, Attorney John Thiel, Accountant Roger Voigt.

Excused: Commissioners Tim Hamblin, Jim Gunz.

Also Present: Tom Kispert, Chad Olsen (McMAHON); Rob Franck, Paul Much (MCO); Jon Myers (Atlas Copco).

Public Forum. No one in attendance for public forum.

January 27, 2015 Regular Meeting minutes: Motion by Commissioner Coburn, second by Commissioner Zielinski to approve the minutes from the January 27, 2015 Regular Meeting. Motion carried unanimously.

Correspondence

There is no correspondence to be discussed:

Old Business

U.S. Paper Mills metering station update. Manager Much reported receiving drawings from Kaempfer & Associates for the U.S. Paper Mills flow metering station design; the designs were provided to Tom Kispert for review and if okay, they will be approved.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. Jon Myers distributed and discussed a failure report for blower #2; blower #2 experienced an element failure. This failure was consistent with a surge failure; Jon further discussed and explained the circumstances. The blower ran outside of safe parameters based on a scaling factor that was used; the scaling factor may not have been correct creating the condition of the unit operating outside safe parameters. The flow meters are known to be inaccurate and the scaling factor is used to adjust for the known inaccuracies. Commissioners discussed rejecting the units and pursuing the option from Atlas Copco to replace the current blowers with the new technology of blower currently being developed. Jon Myers reported on the process remaining before the new blowers will be ready for release later this year.

Phosphorus Removal – Manager Much has no update at this time; the proposal from HACH is expected in early March.

McMahon Proposal for Lift Station Flow Meter Design-Town of Neenah S.D 2 lift station #3. Chad Olsen distributed the preliminary plans; projected costs are $4,000 for the meter, $19,580

for the manhole, $2,400 for meter installation. Currently the costs for providing electrical service and site restoration are unknown. The Town would like the project to be completed with the Lift Station remodel and they would like an agreement that the Commission would reimburse the Town for the Commission's portion of the costs. The unknown electrical costs will depend on the service locate; this could impact the costs depending if the electrical main needs to be moved. Chad will put together the letter agreement to the Town of Neenah indicating the Commission will reimburse the Town for the Commission portion of the costs.

Tom Kispert reported on the electronic communication of flow data from remote sites; remote panels are installed, the modems are here and are being configured.

Tom Kispert reported on the status of the iReportPlus Reporting Software to replace the current OPS32 software; the software is installed, it is now being configured, reports will now be generated.

Update on Plant Construction. Manager Much distributed a report detailing current issues with the new equipment and plant. Tom Kispert addressed and discussed the ten items on the report: genset controls, Grundfos chemical pumps, inclined auger for centrifuges, digester boilers and controls, alum pump control panel, alum meters, blowers, aeration basin #6, centrate meter, poly system controls.

Motion by Commissioner Zielinski second by Commissioner Coburn to approve for payment McMahon invoices #41724, #41725 and #41726 in the amounts of $335.00, $5,300.00 and $3,300.00. Motion carried unanimously. Commissioner Bauer questioned the 100% billing for the Equipment Contracts Administration; Tom further explained the billing.

Manager Much discussed the Operating Report for the month of January 2015. The printed report is now 1-page based on the discussion at the January meeting and the information the Commission would like to see; President Youngquist requested the Commissioners to contact Accountant Voigt if they have any changes they would like to see to the report. Manager Much report the plant is operating well. After discussion, motion by Commissioner Coburn second by Commissioner Zielinski to approve the operating report for the month of January 2015. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the cash & investment report for the month of January 2015. The auditors were here in early February and have completed the field work; they are now working on completing the audit. A draft report was distributed and discussed reporting on the projected $99,000 to be returned for 2014 operations. The financial statements do not reflect all the final year-end adjustments. MCO generated $4,000 in income to the Commission. Manager Much discussed the industrial contract with U.S. Paper Mills and the need for the Commission to make a decision soon if the Commission will not renew the agreement; the City of Menasha will need time to make adjustments to their user charge. Commissioner Zielinski recommends having the Menasha representatives attend the next meeting for discussing this issue; Commissioners further discussed the issue. After discussion is was decided to invite the Mayor, Attorney, and Public Works Director to the next Commission

meeting. After discussion, motion by Commissioner Zielinski, second by Commissioner Coburn to accept the Accountant's Report for the month of January 2015. Motion carried unanimously.

Motion by Commissioner Zielinski, second by Commissioner Coburn to approve for payment MCO invoices #19025 and #19064 in the amounts of $123,501.43 and $468.40 with payment to be made after March 1, 2015. Motion carried unanimously.

Motion by Commissioner Zielinski, second by Commissioner Coburn to approve Operating and Payroll Vouchers #134823 through #134867, and #1262015 in the amount of $322,076.86 and Construction Voucher #250 in the amount of $74,500.00 for the month of January 2015. Motion carried unanimously.

Motion by Commissioner Coburn second by Commissioner 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 Fox River litigation and litigation the Commission is likely to be involved in concerning High Speed Blowers. Motion carried unanimously on roll call vote by Commissioners Sambs, Zielinski, Coburn, Bauer, Youngquist. Meeting convened into Closed Session at 9:06 am.

Motion by Commissioner Zielinski second by Commissioner Coburn to adjourn the Closed Session and reconvene into Regular Open Session. Motion carried unanimously on roll call vote by Commissioners Sambs, Zielinski, Coburn, Bauer, Youngquist. Meeting reconvened into Regular Open Session at 9:32 am.

Motion made by Commissioner Zielinski, seconded by Commissioner Coburn to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:32 a.m.

President

Kathleen Bauer
Secretary