NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday August 23, 2016

Meeting was called to order by Commission President Youngquist at 8:06 a.m.

Present: Commissioners Forrest Bates, Kathy Bauer, Steve Coburn, Tim Hamblin, Mike Sambs, Raymond Zielinski, Dale Youngquist; Manager Paul Much, Accountant Roger Voigt.

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

Public Forum. No one in attendance for public forum.

July 26, 2016 Regular Meeting minutes: Motion made and seconded by Commissioners Zielinski/Bates to approve the minutes from the July 26, 2016 Regular Meeting. Motion carried unanimously.

Correspondence

There was no correspondence to be discussed:

Old Business

Waverly S.D. meter replacement. Rob Franck reported the work was completed on August 18. The flows are being monitored to verify accuracy.

Interceptor GIS locates. Rob Franck reported meeting with Menasha representatives; no current replacement for Mark Radtke has been announced. The current point of contact is Tim Montour. During the meeting some discussion was held regarding interest in transferring ownership of the interceptor sewers to the City.

Madison Street – Process to vacate. Commissioner Zielinski reported he discussed this with the Menasha Mayor. The department director who would handle this has recently retired; the new department director would be the person who needs to initiate this request for the City.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. Tom Kispert reported the four blowers are in the U.S.; he questioned if the new blowers should be performance tested. This would be performed at the Atlas Copco facility in Houston Texas. Tom further reported on quotes received for the removal of the current blowers and the installation costs for the replacement blowers. August Winter & Sons base price is $237,000 with an extra cost of $45,200 to add HVAC to the building. Faith Technologies base price is $57,221 with an add on cost of $23,308 if new conductors are needed to be installed. The Commission received an approval letter from the DNR for the blower replacement; no formal submittal will be needed. Commissioners Youngquist, Coburn, and Zielinski, along with Randy Much, Rob Franck, Paul Much and Tom Kispert will meet to discuss and negotiate with Atlas Copco representatives who will pay for which costs to replace the blowers. Commissioner Zielinski questioned the blower performance testing and asked to further explain the testing.

Tom further explained the testing and why it needs to be performed at the Atlas Copco facility. Commissioner Bates questioned the quotes received and being good for 30-days; we will not have enough time to approve them within the 30-days. Tom responded he feels they would be honored to 60 or 90 days. President Youngquist asked for 120-days on the quotes; Tom will contact the vendors with our request.

Phosphorus Removal. Manager Much reported the DNR has sent to us the draft discharge permit. Language in the draft permit only gives the Commission 5 years to meet the new phosphorus limits; normally we would have been allowed 9 years to meet the new limits. Chad Olsen reported he contacted the DNR to question this and the response was they felt we would be able to meet the new limit chemically without construction. Manager Much reported we were looking to switch from ferric to Sorbx for testing for phosphorus removal; the cost for Sorbx is about $22,500 per tanker. A tanker is estimated to last about 10-11 days which equates to a cost of $67,000 per month; we will continue to use ferric at this point. The amount of phosphorus being removed has reached a plateau and the thought is we are currently receiving a type of phosphorus that is soluable non-reactive that does not get removed via the treatment process or with chemicals. Further testing will be performed on the phosphorus to check for this type of phosphorus.

iReportPlus reporting software. McMahon expects to be working on this again in September upon completion of the SCADA system.

McMahon Invoices. After discussion, motion made and seconded by Commissioners Coburn/Zielinski to approve for payment McMahon invoice #903102 in the amount of $6,000.00. Motion carried unanimously.

HACH Phosphax Annual Service Agreement. Commissioners discussed the cost of the agreement and the need for this agreement. The cost of the service agreement includes quarterly site visits and replacement components. After discussion motion made and seconded by Commissioners Zielinski/Bates to approve the annual service agreement on the Phosphax units with HACH at a cost of $14,460.00. Motion carried unanimously.

Centrifuge units. Motion made and seconded by Commissioners Zielinski/Bates to table this discussion until the September 27, 2016 meeting. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of July 2016. The plant is operating well. Manager Much reported we still have the zinc issue; we are tracking it in Neenah. We have been receiving help from the City Engineer. The solids that are in storage will be blended together and retested to see if the solids would be safe to apply without meeting cap limits on the metals. Commissioner Coburn questioned if we would be able to recover our costs to track where the zinc is coming from; this was discussed further. Rob Franck discussed his report on new equipment issues; a company named PBBS came in to look at the boiler setup and installed equipment. They also looked at gas flow rates, pressures, and temperatures on both methane operation and natural gas operation. Some failed components were found on boiler 1; boiler 3 was not set properly and was adjusted. We will be looking for their recommendations on what to do if these boilers are workable. Rob also reviewed and discussed his report regarding equipment and grounds projects. Rob discussed the perimeter fence and

gate repair and briefly reviewed the other items in his report. President Youngquist questioned the hypochlorite cell; Rob indicated he did not hear back on why the cell cracked and reported another cell has now failed. We are waiting for the first cell to be returned so we can send in the second cell. Commissioner Bates questioned the issues on the external drive for recording the cameras; there is an Ethernet to USB cable on order. Rob further explained the issue. Tom Kispert reviewed the Engineering Project Status Report; the GIS is complete, the SCADA had 11 panels to complete and the last panel is being checked out. After discussion motion made and seconded by Commissioners Zielinski/Bates to approve the Operating Report for the month of July 2016. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the cash & investment report for the month of July 2016. July and August operations will show a net loss, the year to date is still showing a net income. MCO generated $1,900 in income to the Commission in July. In August, Replacement funds were transferred out of the checking account and placed into our CDARS account to take advantage of the higher interest rates. After discussion, motion made and seconded by Commissioners Bates/Zielinski to accept the Accountant's Report for the month of July 2016. Motion carried unanimously.

President Youngquist requested to move the Draft 2017 NMSC Budget to be the last item on the agenda.

Motion made and seconded by Commissioners Zielinski/Sambs to approve for payment MCO invoices #20648 and #20689 in the amounts of $123,862.57 and $442.50 with payment to be made after September 1, 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Zielinski to approve Operating and Payroll Vouchers #135793 through #135834 in the amount of $247,232.04 for the month of July 2016. Motion carried unanimously.

Draft 2017 NMSC Budget. Accountant Voigt reviewed the Draft 2017 Budget and discussed reasons for increases and decreases in the various operations accounts. Commissioner Coburn questioned if any additional costs are included for the blower replacement. Currently there is not; a portion of the cost may be covered under the Clean Water Fund Loan and any additional costs could be covered under the Depreciation Fund. After discussion, motion made by Commissioners Bates/Sambs to approve the Draft 2017 NMSC Budget as presented and to schedule a Public Hearing to receive comments on the Proposed 2017 NMSC Budget at 8:00 am on September 27 immediately prior to the Regular Meeting. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:10 a.m.

President

Katherine Bauer
Secretary