NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday May 24, 2016

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

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

Also Present: Chad Olsen, Nick Vande Hey (McMAHON); Rob Franck, Randall Much (MCO).

Public Forum. No one in attendance for public forum.

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

Correspondence

There was no correspondence to be discussed:

Old Business

Ordinance-Contract Change. Attorney Thiel discussed changes to allow the Commission the option to contract with Industrial Users. Attorney Thiel further referenced his November 23, 2015 opinion letter in where we will need to change the Ordinance-Contract to provide the Commission this option. A public hearing will need to be scheduled for the proposed changes to the Ordinance-Contract. The proposed changes would remove Contracting Industrial User from the language but still maintain Industrial User; a condition would also be added for new Industrial Users. A draft resolution was distributed to show the resolution form and discussion followed on the procedure to be followed: have a public hearing, pass the resolution, and send the information to member communities for approval. Commissioner Bauer questioned the effect on current industrial users and the effect if we needed more construction to accommodate any new industrial user's loadings. Commissioner Bates questioned who would be best suited to negotiate a contract with industrial users, the City or the Commission. Commissioners and Attorney Thiel discussed the questions. After discussion a motion was made and seconded by Commissioners Sambs/Bauer to hold a Public Hearing on June 28, 2016 at 8:00 am prior to the Regular Meeting to receive public comment on the proposed changes to the Ordinance-Contract. Motion carried unanimously.

Attorney Thiel was excused from the meeting.

Town Neenah S.D. #2 Lift Station #2 meter replacement. Rob Franck reported the pre-construction meeting will be held on May 27. The construction plan is to be completed and online by July 4. Immel is doing the work; the price is in line with the cost from last year.

Waverly S.D. meter replacement. Rob Franck reported the meters will be worked on after the Sanitary District #2 work is completed; this should be a one or two day effort to complete the project.

Interceptor GIS locates. Rob Franck reported he left a message for Menasha Public Works Director Mark Radtke requesting to meet and to see what history the City has on the locations of the interceptor manholes.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. President Youngquist indicated he received an email with pricing for the new blowers; there will still be a lot of negotiating to do with Atlas Copco. Rob Franck reported on the meeting with Jon Myer to discuss the number of blowers needed; 4 units will meet our needs, we will need a fifth unit to meet the bidding specs of one spare unit. Delivery of the four units is expected to be mid/late July.

Phosphorus Removal & Analyzer. Manager Much reported we have been meeting phosphorus and TSS limits with the use of Ferric. Commissioner Bates questioned if we will look at other chemical options if the Ferric continues to meet limits. This was discussed further.

Phosphorus & TSS Trading Option. Nick Vande Hey distributed and discussed a map of the TMDL sub-basin boundary along with selected portions of the feasibility study performed to look at water quality trading options for phosphorus and TSS. Nick further discussed and explained the various Tables in the feasibility study; the best trading ratios are with other dischargers.

iReportPlus reporting software. There is no update to report until the completion of the SCADA system.

McMahon Invoices. Motion made and seconded by Commissioners Zielinski/Coburn to approve for payment McMahon invoices #902166 and #902277 in the amounts of $1,400 and $4,250.00. Motion carried unanimously.

Rob Franck discussed the additional quotes received for placing concrete along south side of the Digester Building. Four additional companies were contacted; two provided quotes. Quotes have been received from Sanderfoot ($13,560), United ($15,400), and Fisher-Ulman ($16,946). Rob would like to replace the mixer tube in the Digester before having the concrete work completed; it is expected the concrete work would be started before the next Commission meeting. Motion made and seconded by Commissioners Bates/Coburn to accept the quote received from Sanderfoot Construction Company in the amount of $13,560 for the concrete work on the south side of the Digester Building. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of April 2016. The plant is operating well, the plant has exceeded the high quality limit for zinc in its sludge. Daily zinc testing has started on our influent; testing will also be performed on the ferric and any other chemicals to try to locate the source of the zinc. Commissioner Hamblin questioned the type of industry that would be a source. Manager Much indicated there are none known of in our area,

but generally it is from plating. Rob Franck discussed his report on new equipment issues with the Grundfos pumps, boilers, SCADA controls, GIS, and Aeration Basin 6. Rob also reviewed and discussed his report regarding equipment and grounds projects. Chad Olsen distributed and discussed a worksheet listing the outstanding engineering projects, current status, and the anticipated completion dates. After discussion motion made and seconded by Commissioners Bates/Zielinski to approve the Operating Report for the month of April 2016. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the cash & investment report for the month of April 2016. Currently the Commission has a loss for the month of April operations but still has a year-to-date net income for the plant operations; this will continued to be monitored and if the income becomes too large we will look at adjusting the rates for the third or fourth quarter. MCO generated $2,200 in income to the Commission in April. After discussion, motion made and seconded by Commissioners Hamblin/Zielinski to accept the Accountant's Report for the month of April 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Sambs to approve for payment MCO invoices #20373 and #20416 in the amounts of $123,862.57 and $454.65 with payment to be made after June 1, 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Hamblin/Zielinski to approve Operating and Payroll Vouchers #135615 through #135663 in the amount of $312,932.38 for the month of April 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:58 a.m.

President

Secretary