NEENAH-MENASHA SEWERAGE COMMISSION

Public Hearing & Regular Meeting

Tuesday June 28, 2016

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

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

Excused: Commissioner Kathy Bauer.

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

Motion made and seconded by Commissioners Coburn/Bates to enter into the Public Hearing to receive public comments on the proposed resolution of the Commission to be able to exercise its sound discretion as to whether or not to enter into direct industrial user contracts between industrial users and the Commission versus a mandatory requirement. Motion carried unanimously on a roll call vote.

Attorney Thiel explained the purpose of the public hearing and the Ordinance-Contract Amendment. Commissioners held a brief discussion on the subject matter. After discussion and with no further questions from those in attendance, motion made and seconded by Commissioners Coburn/Zielinski to close the public hearing. Motion carried unanimously.

Public Forum. No one in attendance for public forum.

May 24, 2016 Regular Meeting minutes: Motion made and seconded by Commissioners Bates/Zielinski to approve the minutes from the May 24, 2016 Regular Meeting. Motion carried unanimously.

Menasha Public Works Director Mark Radtke entered the meeting. President Youngquist questioned Mr. Radtke if he had any questions or comments related to the public hearing subject matter. Mr. Radtke indicated he did; the Commission allowed him the opportunity to present his concerns. The City of Menasha would also like to see in the amendment to the Ordinance-Contract language to allow a community the ability to add a transportation charge or similar fee to an industrial user who enters into a direct contract with the Commission. Current wording does not allow; an additional agreement was made between the City and Sonoco to allow the City to bill a transportation fee. This fee is used to help cover the costs of interceptor maintenance and repairs. The Commissioners and Attorney Thiel further discussed; they are willing to make this change in the wording of the proposed amendment. After discussion, Mr. Radtke excused himself from the meeting.

Correspondence

There was no written correspondence to be discussed. President Youngquist informed the Commission of a verbal contact he received from an individual looking to install a wood fence on Commission property; the fence would be built to allow quick take down in case there was the

need to access our property for interceptor repairs or maintenance. The Commission discussed their policy of not allowing the installation of fences or building on Commission owned property. Commissioner Bates indicated it would be best to maintain this policy. President Youngquist will contact this individual regarding these discussions.

NMSC Resolution 2016-1. Commissioner Zielinski reviewed the drafted resolution and agreement to amend the Ordinance-Contract and pointed out a spelling and grammatical errors. After discussions, motion made and seconded by Commissioners Bates/Sambs to approve NMSC Resolution 2016-1, A Resolution of the Neenah-Menasha Sewerage Commission to Amend Portions of the 1982 Ordinance-Contract, as Amended, to Affect the Application of Contracting by the Commission with Industrial Users, as corrected for spelling and grammar, and to add language to the amendment to allow NMSC Members the ability to charge a type of transportation charge to those Industrial Users who direct contract with the Commission. Motion carried unanimously on roll call vote.

Attorney Thiel was excused from the meeting.

Old Business

Town Neenah S.D. #2 Lift Station #2 meter replacement. Rob Franck reported the work is complete; the unit was started Monday. A drawdown test will be performed later this week.

Waverly S.D. meter replacement. Rob Franck reported the work to replace the meters will probably be completed in August.

Concrete along Digester Building. Rob Franck reported the work is done; topsoil was brought in and has been spread to fill in around the concrete.

Interceptor GIS locates. Rob Franck reported he met with City of Menasha staff. There will be a follow-up meeting to discuss the maintenance history and future maintenance schedule. President Youngquist reminded the Commission the Town of Menasha had previously expressed interest in taking over ownership of the interceptor located in the Town.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. Rob Franck reported being informed 4 new blowers will be shipped at the end of July. Chad Olsen reported they should have more information on the pricing for the installation of the blowers by the August meeting. President Youngquist indicated additional negotiations will be needed once we know the pricing. Commissioner Zielinski questioned how soon the negotiations would start; President Youngquist indicated right after we obtain more information on the pricing. Commissioner Sambs questioned how long will it take to install the new blowers; it is estimated about a month.

Phosphorus Removal. Manager Much indicated there is no new information to report.

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

CMOM. Manager Much discussed the Capacity, Management, Operations & Maintenance (CMOM) report. This is a report required by the DNR and is to be effective starting August 1 and is to be reviewed annually. Commissioner Zielinski questioned how the goals were derived to inspect and televise 20% of the system per year. Manager Much indicated the minimum amount allowed is to review the system every 10 years; it is felt the 20% per year is a manageable amount. Manager Much and the Commission further reviewed and discussed the CMOM report. Manager Much indicated the report will be kept on file at the NMSC.

CMAR. Manager Much discussed the Compliance Maintenance Annual Report (CMAR). For 2015 the Commission received an "A" in each category. After discussion, motion by Commissioners Coburn/Sambs to approve the 2015 CMAR and to approve Compliance Maintenance Resolution, NMSC Resolution 2016-2. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of May 2016. The plant is operating well; we have been experiencing low mercury levels, we will meet the new permit limits based on current levels. Manager Much further reported on the high influent zinc levels; a very high hit was received from Neenah, sampling is being done daily from 3 sections in the City to try to narrow down which area of the City we need to concentrate efforts to locate the source of the zinc. Rob Franck discussed his report on new equipment issues; the GIS work order program has training scheduled for July 12. Rob also reviewed and discussed his report regarding equipment and grounds projects; three of the primary clarifiers have been drained and inspected, the last clarifier should be done this week. In mid-July the draft tube mixer is scheduled to be replaced in the digester. Rob reported the centrifuge testing was completed last week. We are waiting for the report from Alfa Laval. 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 Zielinski/Bates to approve the Operating Report for the month of May 2016. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the cash & investment report for the month of May 2016. May operations are showing a net income; the June and July operations will likely show losses due to the influent loadings received; this will continued to be monitored and if we need to adjust the rates we will look at adjusting the rates for the fourth quarter. Accountant Voigt reported two of the long-term outstanding receivables were paid in June; the remaining item will likely be written off as the business has closed. MCO generated $2,000 in income to the Commission in May. After discussion, motion made and seconded by Commissioners Bates/Sambs to accept the Accountant's Report for the month of May 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Zielinski to approve for payment MCO invoices #20456 and #20500 in the amounts of $123,862.56 and $431.70 with payment to be made after July 1, 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Coburn to approve Operating and Payroll Vouchers #135664 through #135709663 in the amount of $234,215.20 for the month of May 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Hamblin/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:15 a.m.

President

Secretary