NEENAH-MENASHA SEWERAGE COMMISSION

Regular Meeting

Tuesday July 26, 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, Accountant Roger Voigt.

Excused: Commissioner Kathy Bauer.

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

Public Forum. No one in attendance for public forum.

June 28, 2016 Public Hearing & Regular Meeting minutes: Motion made and seconded by Commissioners Coburn/Bates to approve the minutes from the June 28, 2016 Public Hearing & Regular Meeting. Motion carried unanimously.

Correspondence

The following correspondence was discussed:

July12, 2016 email from NMSC Attorney John Thiel to Roger Voigt, NMSC Accountant.
RE: Addendum To Settlement Agreement, Release, and Covenant Not To Sue. Approved by Cities of Neenah and Menasha, signed by Commission President Youngquist.

Old Business

Town Neenah S.D. #2 Lift Station #2 meter replacement. Rob Franck reported the work is complete.

Waverly S.D. meter replacement. Rob Franck reported the tentative schedule will be to replace the meter the 2nd-3rd week in August.

Interceptor GIS locates. Rob Franck reported they will be scheduling a meeting with Menasha representatives.

Madison Street – Process to vacate. Commissioners reviewed the statutes regarding the discontinuance of a public way either by petition or by City initiated. President Youngquist and Commissioner Zielinski will discuss further with the City of Menasha.

New Business

Operations, Engineering, Planning

HSI Blower Status Update. Tom Kispert reported the four blowers are in the U.S.; Atlas Copco is deciding if they will be kept in Houston Texas at their warehouse or at the NMSC site. McMahon will have a price for the installation at the August meeting.

Phosphorus Removal. Manager Much reported they have not been able to meet the proposed new limit the last three months; we will begin testing another chemical in the phosphorus removal trial.

iReportPlus reporting software. This should be completed within 2-3 weeks after the SCADA system has been completed.

McMahon Invoices. McMahon invoice #902760 was inadvertently not included on the meeting agenda for approval; a copy of the invoice was provided to the Commission at the meeting. After discussion, motion made and seconded by Commissioners Coburn/Bates to approve for payment McMahon invoices #902752, #902792 and #902760 in the amounts of $2,175.00, $13,400.00 and $10,300.00. Motion carried unanimously.

Manager Much discussed the Operating Report for the month of June 2016. The plant is operating well; we have received an odor complaint. An exhaust fan in the truck bay was turned off which helped in reducing the odor; we will need to look at connecting the truck bays to the odor control system. We are also making an effort to keep no more than one load of solids in the truck bays at the end of the day. Rob Franck reported there would be discussions with a contractor about installing new piping and assessing the fans. President Youngquist asked if he received an estimate on the cost. Rob indicated we have not but a rough estimate would be in the $30,000 range if no changes are needed in the size of the fan. President Youngquist questioned the status of locating the source of zinc; Manager Much reported we have continued to receive smaller hits of zinc from Neenah. Testing in Menasha will be discontinued and the emphasis will be in Neenah. City of Neenah staff have been helpful with our process on where to locate sampling equipment. Rob Franck discussed his report on new equipment issues; the boilers have not been operating reliably and PBBS was asked to come in to look at the setup and installed equipment. Commissioner Sambs questioned who specified the installed equipment; Tom Kispert responded it was McMahon who did the specification. Rob further reported the supplier of the equipment no longer represents this manufacturer. Rob also reviewed and discussed his report regarding equipment and grounds projects. The linear mixer lower seal reservoir loses seal fluid at a rate of two – three gallons per day. Rob also discussed the perimeter fence repair, ground fault warning in the electrical system which was determined to be the air conditioner condenser unit, and a cell failure in the sodium hypochlorite generation unit. The A/C condenser is 3 years old, the specifications when installed indicated it was to have a 5 year warranty. The sodium hypochlorite cell has a 7 year warranty. Tom Kispert reviewed the Engineering Project Status Report. After discussion motion made and seconded by Commissioners Zielinski/Bates to approve the Operating Report for the month of June 2016. Motion carried unanimously.

Budget, Finance, Personnel

Accountant Voigt discussed the financial statements and the cash & investment report for the month of June 2016. June operations are showing a net loss, the year to date is still showing a net income. The July and August 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. MCO generated $2,400 in income to the Commission in June. After discussion, motion made and seconded by Commissioners Bates/Hamblin to accept the Accountant's Report for the month of June 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Zielinski/Coburn to approve for payment MCO invoices #20551 and #20594 in the amounts of $123,862.56 and $685.05 with payment to be made after August 1, 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Zielinski to approve Operating and Payroll Vouchers #135710 through #135792 in the amount of $376,204.34 and Construction Fund Voucher #253 in the amount of $1,400.00 for the month of June 2016. Motion carried unanimously.

Motion made and seconded by Commissioners Coburn/Bates to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:08 a.m.

President

Katherine Bauer
Secretary