

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON FEBRUARY 10, 2015 AT THE HEART OF THE VALLEY MEETING ROOM.

**Members Present:** Steve Giebel, Dave Casper, Bruce Siebers, Pat Hennessey, and Kevin Coffey

**Absent:** None

**Also Present:** Glen Geurts, District Director HOVMSD; John Johnson, Quality Assurance & Regulatory Compliance Manager HOVMSD; Dawn Bartel, Office Manager HOVMSD; Kevin Skogman, HOVMSD; Roy VanGheem, James Fenlon, and John Stoeger

### **1. 6:00 p.m. Call to Order – Roll Call**

Commission President Casper called the meeting to order at 6:00 PM.

### **2. Public Appearances**

There were no public appearances for any items not listed on the agenda.

### **3. Approval of the Minutes of the January 13, 2015 Regular Meeting**

The minutes of the January 13, 2015 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Giebel to approve the minutes. Motion carried. The minutes were reviewed and pre-approved by Secretary Siebers.

### **4. Correspondence to/from/for Commission**

Copied for the Commission were the e-mail messages sent between the Commissioners and District Director Geurts.

### **5. Plant Reports**

#### **A. Meter Station #2 Draft Access Agreement**

After a review and discussion with Attorney Tim Fenner via speakerphone, a motion was made by Commissioner Casper and seconded by Commissioner

Siebers to approve the Access Agreement with the Village of Little Chute, as provided by Attorney Fenner. The Agreement will be signed by Commissioner Casper and District Director Glen Geurts. Commissioner Casper asked that a copy is provided to the Village of Little Chute and asked for their review/comments. A roll call vote was taken: Commissioner Giebel, yes; Commissioner Casper, yes; Commissioner Siebers, yes; Commissioner Coffey, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

## **B. FOG Program Report**

John Stoeger reviewed his written update for January 2015. John's report included a grease trap inspection summary by individual community, along with a detailed spreadsheet showing the inspection status by site.

## **C. WPDES Permit Renewal Application**

The Commission received a draft copy of the WPDES Permit Application. District Director Geurts asked for questions/comments by the end of next week.

## **D. Chloride Recovery Potential; Meeting Updates**

Commissioner Casper updated the rest of the Commission on a meeting he and staff had with Short, Elliot, and Hendrickson Inc. on January 21, 2015, and a conference call on February 9, 2015. Casper noted that other dischargers are facing the same issues. SEH is a willing partner to investigate possible technology solutions, with no financial commitment by HOV.

## **UPDATES:**

### **1. 2015 Flows & Revenues Report / Plant Operation Summary**

The Commission received a copy of the Flow & Strength charts, which shows the year to date surplus/deficit revenue for the month of January. Revenue received from Fox Energy for final effluent purchased in January 2015 = \$7,297.74. Total revenue received from Fox Energy for 2015 = \$7,297.74.

The average final effluent concentrations for **January 2015** were as follows:

<b>cBOD</b>	<b>6.08 mg/l</b>
<b>Suspended Solids</b>	<b>11.14 mg/l</b>

Phosphorus	.33 mg/l
Ammonia-N	.54 mg/l
Chlorides	491.54 mg/l

**\*\* All permit values were met for January 2015 \*\***

## **6. Funds**

### **A. February 2015 Accounts Payable; Action for Approval**

After a review and discussion of the bills payable, a motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to approve payment of the bills in the amount of \$189,709.41. A roll call vote was taken: Commissioner Giebel, yes; Commissioner Casper, yes; Commissioner Siebers, yes; Commissioner Coffey, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

### **B. Budget Comparison Report**

The Commission did not receive a budget comparison report for February 2015.

## **7. General Old or New Business**

*Kakalin Impact Fees:* There was a consensus of the Commission that no impact fees would be collected if the number and size of the water meter(s) does not change, and the re-development meets the time requirements of the Ordinance.

## **8. Closed Session pursuant to Wisconsin State Statute 19.85 (1)(c) regarding job succession/planning**

A motion was made by Commissioner Siebers and seconded by Commissioner Giebel to enter into a Closed Session. Motion carried. (Time: 6:39 p.m.)

A motion was made by Commissioner Giebel and seconded by Commissioner Coffey to return to Open Session. Motion carried.

The Commission, by verbal consensus, agreed to authorize District Director Geurts to offer the position of Director of Operations & Maintenance to Kevin Skogman, beginning with the next payroll, with an annual salary starting at Step #2, \$77,300.

## 9. Adjournment

With no further business before the Commission, a motion was made by Commissioner Coffey and seconded by Commissioner Giebel to adjourn the meeting. Motion carried unanimously. ( Time: 7:13 PM )

**SIGNED** \_\_\_\_\_  
**Bruce M. Siebers, Secretary#**

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