

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON MARCH 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, Director of Operations & Maintenance 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 February 10, 2015 Regular Meeting

The minutes of the February 10, 2015 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Hennessey 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. Strategic Municipal Services; Review and Approval of Great Lakes Pay Request #2 & #3

A motion was made by Commissioner Siebers and seconded by Commissioner Giebel to approve pay request #2 (\$83,577.63) and pay request #3 (\$144,515.59)

from Great Lakes TV & Seal, as recommended by Strategic Municipal Services. 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. Both pay requests are for interceptor condition improvements on the south side of the river. District Director Geurts noted that Great Lakes is aware of the additional retainage being withheld relating to the defective work.

B. FOG Program Report

John Stoeger reviewed his written update for February 2015. John's report included a grease trap inspection summary by individual community, along with a detailed spreadsheet showing the inspection status by site. Stoeger asked for Commission input regarding sites that may not require grease traps under the present language, but are suspected of potentially being significant contributors of FOG to the sewer system. Roy VanGheem, Village of Little Chute DPW, noted that state standards are available, and also talked about outside grease traps versus under the sink traps. The Commission directed Stoeger to check with the County Health Inspector, and review plumbing codes & state standards and bring back ideas/new criteria for possible inclusion in the HOV FOG Program. This topic will be on the agenda for the April Commission Meeting.

C. Meter Station #2 – Little Chute Bridge Issue

District Director Geurts reviewed his letter to James Fenlon, Little Chute Village Administrator, regarding the Little Chute bridge issue and his response to several questions from James in regards to the funding history of the meter stations. James Fenlon addressed the Commission and noted that the Village of Little Chute is willing to work cooperatively with HOVMSD but raised a concern on paragraph 7 of the draft agreement. The Village will consult their legal counsel and have a response/comments in a few weeks. This item will be placed on the April agenda.

D. Chemical Use Report

District Director Geurts provided a Chemical Use Report which outlines quantities and costs associated with 2014 chemical and utility use. Several years of data were provided for comparison purposes. The greatest quantity reduction was seen in the ferric sulfate chemical used in the Actiflo process. Commissioner Giebel expressed concern regarding the increased costs of natural gas and electricity and urged staff to continue their cost saving efforts.

E. Website Upgrade

John Johnson provided information regarding the need for improvements to the HOV website. After a discussion, the Commission consented to spending up to \$5,000 on a website upgrade.

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 February. Revenue received from Fox Energy for final effluent purchased in February 2015 = \$6,784.53. Total revenue received from Fox Energy for 2015 = \$14,082.27.

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

cBOD	6.06 mg/l
Suspended Solids	10.49 mg/l
Phosphorus	.38 mg/l
Ammonia-N	.31 mg/l
Chlorides	685.83 mg/l

**** All permit values were met for February 2015 ****

6. Funds

A. March 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 Giebel to approve payment of the bills in the amount of \$261,152.72. 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 received a copy of the March 2015 Budget Comparison Report, along with an explanation of exceedances.

7. General Old or New Business

Short Elliot Hendrickson, Inc.: The Commission received a copy of a letter from SEH, Inc. dated 2/23/15 regarding the potential to utilize chlorides in the effluent for alternative uses. Commissioner Casper informed the Commission that he will write a letter to SEH and tell them that HOV will be pursuing our own research at this time.

Fats, Oils, & Grease (FOG) Data: District Director Geurts provided a spreadsheet showing the results of oil & grease testing at each meter station.

Engineering Intern: Commissioner Siebers asked if staff has considered hiring an engineering intern for various projects. District Director Geurts noted that right now may not be a good time, but he will consider an engineering intern position when the internal positions are filled and training is complete.

8. Adjournment

With no further business before the Commission, a motion was made by Commissioner Siebers and seconded by Commissioner Giebel to adjourn the meeting. Motion carried unanimously. (Time: 7:25 PM)

SIGNED _____
Bruce M. Siebers, Secretary#

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