

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON JULY 14, 2015 AT THE HEART OF THE VALLEY MEETING ROOM.

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

**Absent:** Dave Casper, excused

**Also Present:** Glen Geurts, District Director HOVMSD; John Johnson, Regulatory Compliance Manager HOVMSD; Dawn Bartel, Office Manager HOVMSD; John Stoeger, Greg Heino, Blaine Priebusch, Roy VanGheem, and James Fenlon

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

Acting President Giebel 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 June 9, 2015 Regular Meeting**

The minutes of the June 9, 2015 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey 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. Erickson & Associates – 2014 Audit Presentation and Acceptance**

Blaine Priebusch and Greg Heino of Erickson & Associates reviewed the audited financial statements dated 12/31/14. A motion was made by Commissioner Coffey and seconded by Commissioner Siebers to approve the 2014 audited financial

statements, management letter, and communication letter, as prepared and presented by Erickson & Associates. A roll call vote was taken: Commissioner Coffey, yes; Commissioner Giebel, yes; Commissioner Hennessey, yes; and Commissioner Siebers, yes. Motion carried. The Commission directed staff to provide a monthly cash & investment summary as part of the Commission packet.

#### **B. FOG Program Report – John Stoeger**

John Stoeger provided a FOG Control Program Update and a Grease Trap Inspection Summary Report by individual community. John also provided a draft copy of a Notice of Non-Compliance for facilities that are in violation of HOV's FOG Control Program by failure to install or maintain a grease trap. The Commission discussed what the daily fine should be for this violation. Commissioner Giebel suggested \$50/day. More discussion will be held at the August Commission Meeting. The Commission agreed that after next month, Mr. Stoeger's presentations can be done on a quarterly basis. Also discussed was ordering signage for educational purposes.

#### **C. Meter Station #2 Access Agreement Status**

The Commission received a copy of an email from Attorney Fenner dated 6/29/2015 and an email from James Fenlon, Village of Little Chute Administrator, dated 6/25/2015. Mr. Fenlon informed the Commission that construction on the bridge starts August 3<sup>rd</sup>, and completion is scheduled for April, 2016. Mr. Fenlon also stated that a temporary bridge may be a possibility and that he'll be talking with the contractor this week.

#### **D. 2014 CMAR – Adoption of Resolution #167**

After a review of the 2014 Compliance Maintenance Annual Report (CMAR), a motion was made by Commissioner Hennessey and seconded by Commissioner Siebers to adopt Resolution #167 stating that the HOVMSD Commission has reviewed and understands the CMAR which will be submitted to the Wisconsin DNR. A roll call vote was taken: Commissioner Siebers, yes; Commissioner Hennessey, yes; Commissioner Giebel, yes; and Commissioner Coffey, yes. Motion carried unanimously. The CMAR was signed by President Casper and Secretary Siebers.

#### **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 June. Revenue received from Fox Energy for final effluent purchased in June 2015 = \$9,699.76. Total revenue received from Fox Energy for 2015 = \$56,785.85.

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

<b>cBOD</b>	<b>4.04 mg/l</b>
<b>Suspended Solids</b>	<b>9.37 mg/l</b>
<b>Phosphorus</b>	<b>.33 mg/l</b>
<b>Ammonia-N</b>	<b>.32 mg/l</b>
<b>Chlorides</b>	<b>450.00 mg/l</b>

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

## **6. Funds**

### **A. July 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 Coffey to approve payment of the bills in the amount of \$233,196.11. A roll call vote was taken: Commissioner Giebel, 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 July 2015 Budget Comparison Report, along with an explanation of exceedances.

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

*Starting Wage Flexibility:* Because of extensive experience at NEW Water, the Commission consented to increasing the pay rate for the Mechanic/Operator position to the one year rate. The new employee starts on 7/27/2015.

*Commissioner Giebel's resignation letter:* The Commission received a copy of Commissioner Steve Giebel's resignation letter dated 7/7/2015, which was sent to the Outagamie County Executive. Mr. Giebel's last Commission meeting will be September 8, 2015.

*Quarterly Electrical Power Use Update:* The Commission received a copy of the electrical power use by MCC.

*WPDES Permit:* District Director Geurts provided a written update summarizing a meeting held with the DNR on 6/23/2015 regarding the District's permit renewal. The DNR is recommending that the existing permit limits remain in effect for one more term, with status evaluation requirements due every 6 months. Thereafter, the new permit would

have limits based on the Lower Fox River TMDL, which would be problematic for the District in regards to total suspended solids and phosphorus. The District and Fox Energy currently share the wasteload allocation for cBOD, which will remain the same in the issuance of the new permits, however, each entity will have its own limit for TSS and Phosphorus.

### **8. Adjournment**

With no further business before the Commission, a motion was made by Commissioner Hennessey and seconded by Commissioner Siebers to adjourn the meeting. Motion carried unanimously. ( Time: 6:58 PM )

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

#

#