

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON SEPTEMBER 8, 2015 AT THE HEART OF THE VALLEY MEETING ROOM.

Members Present: Dave Casper (via speakerphone), Steve Giebel, 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 (Village of Little Chute), Amy Vaclavik (McMahon), Ed Nevers (Donohue), and Tammy Kuehlmann (Donohue)

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

Acting President Giebel called the meeting to order at 6:02 PM.

2. Public Appearances

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

3. Approval of the Minutes of the August 11, 2015 Regular Meeting

The minutes of the August 11, 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. Public Hearing – Darboy Annexation Request; Ruys Property

A motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to open the public hearing. Motion carried. Acting President Giebel opened the floor for comments for and against the petition for attachment from the Town of Buchanan. Amy Vaclavik of McMahon spoke in favor of the annexation and provided a map, legal description, and specifications. No one spoke against the Petition. The Public Hearing was closed at 6:07 p.m. by a motion from Commissioner Coffey and a second by Commissioner Siebers. Motion carried. A formal decision will be made at the October 13, 2015 Commission meeting.

B. Donohue & Associates – Sustainability Report

Tammy Kuehlmann of Donohue & Associates distributed and reviewed graphs showing information for each community; annual peak flows, 3 year rolling averages of peak flows, and % peak flow reduction. The Commission expressed that the graphs/charts were confusing and not user friendly.

C. Health & Dental Insurance Issues; Letter of Intent & Resolution

After a discussion, a motion was made by Commissioner Giebel and seconded by Commissioner Hennessey to continue the inclusion of dental insurance within the health insurance package with the State of Wisconsin – Employee Trust Funds, and to stay in Program Option #2 for 2016. Motion carried. A motion was made by Commissioner Coffey and seconded by Commissioner Siebers to increase the employee contribution to 12%, effective 1/1/2016. Motion carried. The Opt Out Incentive will be discussed at the October Commission Meeting.

D. FOG Report

The Commission received a detailed FOG Control Program Update from John Stoeger including grease trap inspection summaries by community.

E. Commission Schedule/Calendar Discussion

The Commission consented that this should be an agenda item every October. Next month's agenda will include the adoption of a resolution for public depositories, election of officers, and appointing the official HOVMSD newspaper for publications.

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 August. Revenue received from Fox Energy for final effluent purchased in August 2015 = \$11,656.33. Total revenue received from Fox Energy for 2015 = \$82,179.08.

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

cBOD	5.78 mg/l
Suspended Solids	21.32 mg/l
Phosphorus	.53 mg/l
Ammonia-N	.42 mg/l
Chlorides	639.23 mg/l

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

6. Funds

A. September 2015 Accounts Payable; Action for Approval

After a review and discussion of the bills payable, a motion was made by Commissioner Coffey and seconded by Commissioner Giebel to approve payment of the bills in the amount of \$155,200.89. A roll call vote was taken: Commissioner Casper, yes; 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 September 2015 Budget Comparison Report, along with an explanation of exceedances.

7. General Old or New Business

District Director Glen Geurts read aloud an appreciation/farewell letter written by Commission President Casper to Commissioner Giebel. John Johnson noted that there will be some changes required to the Sewer Use Ordinance in the near future. Commissioner Casper asked staff to provide the cost of the FOG Program on a quarterly basis.

8. Adjournment

With no further business before the Commission, a motion was made by Commissioner Giebel and seconded by Commissioner Siebers to adjourn the meeting. Motion carried unanimously. (Time: 7:40 PM)

SIGNED _____
Bruce M. Siebers, Secretary#

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