

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON FEBRUARY 9, 2016 AT THE HEART OF THE VALLEY MEETING ROOM.

Members Present: Dave Casper, John Sundelius, Bruce Siebers, and Pat Hennessey

Absent: Kevin Coffey, excused

Also Present: Glen Geurts, District Director HOVMSD; John Johnson, Regulatory Compliance Manager HOVMSD; Dawn Bartel, Office Manager HOVMSD; Kevin Skogman, Director of Operations & Maintenance HOVMSD; John Stoeger of Stoeger & Associates, and Dick & Kim Aerts.

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

President Casper called the meeting to order at 6:00 PM. Commissioner Siebers acted as Secretary.

2. Public Appearances

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

3. Approval of the Minutes of the January 12, 2016 Regular Meeting

The minutes of the January 12, 2016 Regular Meeting were presented to the Commission. A motion was made by Commissioner Siebers seconded by Commissioner Hennessey to approve the minutes. Motion carried. The minutes were reviewed and pre-approved by Secretary Coffey.

4. Correspondence to/from/for Commission

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

5. Discussion Items

A. FOG Report

The Commission received a written update from John Stoeger of Stoeger & Associates which included a FOG Control Program update, non-compliance letter, a grease trap inspection summary by community, and a copy of the January 2016

invoice. Kim Aerts of Bachelor's Bar requested that the commission clarify the criteria used to require certain businesses to install and maintain a grease trap. After a discussion, the Commission requested John Stoeger to send information and FOG ordinance requirements to the remaining six food service businesses who did not fall under the three-sink category.

B. Wastehauler – Outstanding Bills

After a discussion, the Commission directed Staff to send a certified letter to the septic hauler stating that full payment is due within thirty days. After thirty days, interest will accrue and/or legal action will be pursued.

C. Sewer Use Ordinance Update

John Johnson informed the Commission that the DNR has required fourteen changes to the HOV Sewer Use Ordinance, which will require publishing and a Public Hearing. The Public Hearing will take place at the March 8th Commission Meeting. These changes resulted from the revising of the Municipal Pretreatment Program in Chapter NR211 of the Wisconsin Administrative Code.

D. District Billing Process – Alternative Strategies & Possible Action

The Commission and Staff reviewed the current billing process of monthly mg/L strength averages versus pounds calculations per sampling event. John Johnson showed calculations for January 2016 using both scenarios. Consensus was that its a more accurate representation to use the pounds calculations per sampling event. The Commission decided to take official action at the March meeting when a full commission is present.

E. Connection Fee Ordinance Language Issues

Commissioner Casper briefed the Commission on a situation in Combined Locks where a two family duplex has been converted to a zero-lot-line structure with two separate owners. The structure has a single sewer lateral which is serving both halves, and two water service valves which are metered separately. The Village of Combined Locks currently does not have an Ordinance dictating the separation of the sewer lateral.

F. Staffing Succession & Retirements

After a discussion, the Commission directed Staff to fill the upcoming operator positions and to promote from within, if applicable. Commissioner Casper stressed the importance of getting the most highly qualified candidates, whether internal or external.

G. Cash & Investments Report

The Commission received a cash & investment report dated 12/31/2015, showing balances in banks, credit unions, and the local government investment fund.

PLANT REPORTS:

1. 2016 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 WPS/Fox Energy Center for final effluent purchased in January 2016 = \$11,338.00. Total revenue received from Fox Energy for 2015 = \$11,338.00.

The average final effluent concentrations for **January 2016** were as follows:

cBOD	4.70 mg/l
Suspended Solids	10.76 mg/l
Phosphorus	.31 mg/l
Ammonia-N	.15 mg/l
Chlorides	559.23 mg/l

**** All permit values were met for January 2016 ****

6. Funds

A. February 2016 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 Sundelius to approve payment of the bills in the amount of \$159,811.69. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

7. General Old or New Business

Pump Repair Expenditure: A motion was made by Commissioner Casper and seconded by Commissioner Hennessey to authorize the expenditure of approximately \$13,000 for pump repairs. Motion carried unanimously.

Woodland Management: Commissioner Siebers asked Geurts to look into woodland management through the DNR for the HOVMSD land.

Flue Gas Desulfurization (FGD): Commissioner Casper updated the Commission on a meeting held at HOVMSD with Greg Olson, Sand County Foundation/Milwaukee River Projects Director USDA, to investigate the possibility of HOV farmland being a test site for FGD application research. The application of this soil conditioner reduces the amount of phosphorus in the soil run-off.

8. Adjournment

With no further business before the Commission, a motion was made by Commissioner Siebers and seconded by Commissioner Sundelius to adjourn the meeting. Motion carried unanimously. (Time: 7:45 PM)

SIGNED _____
Bruce M. Siebers, Acting Secretary