

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON APRIL 12, 2016 AT THE HEART OF THE VALLEY MEETING ROOM.

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

Absent: None

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

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

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 March 8, 2016 Regular Meeting

The minutes of the March 8, 2016 Regular Meeting were presented to the Commission. A motion was made by Commissioner Hennessey seconded by Commissioner Siebers to approve the minutes. Motion carried. The minutes were reviewed and pre-approved by Acting 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. Discussion Items

A. Public Hearing for the purpose of modifications to the District's Sewer Use Ordinance, relative to an "enhanced billing process" and other ordinance language changes; and adoption

A motion was made by Commissioner Casper and seconded by Commissioner Siebers to enter into a Public Hearing. Motion carried.

District Director Geurts noted that the legal publication for the public notice was posted in the Appleton Post Crescent. No written comments or inquiries were received for or against. Commissioner Casper opened the floor for public comments; there were none.

A motion was made by Commissioner Casper and seconded by Commissioner Coffey to close the Public Hearing. Motion carried.

A motion was made by Commissioner Siebers to approve the enhanced billing process and language changes and to incorporate the changes into the Sewer Use Ordinance; Sections 6.06 and 6.06.1. Commissioner Hennessey seconded the motion. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Siebers, yes; Commissioner Coffey, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

B. FOG Program Update

The Commission received a written update from John Stoeger of Stoeger & Associates which included a FOG Control Program update, a grease trap inspection summary by community, and a copy of the March 2016 invoice.

C. Agreement for Temporary Easement Termination

District Director Geurts provided background information for the temporary easement which was originally put in place in 2006 for HOV contractors to approach the construction area on the south side of the river during the siphon crossing project. The property is now being sold to Appleton Coated, and the easement must be terminated before the sale can close. A motion was made by Commissioner Casper and seconded by Commissioner Siebers to authorize District Director Geurts to formally terminate the temporary easement and sign the contract on behalf of the District. Motion carried.

D. Biostyr Building Defects

District Director Geurts informed the Commission of the defects in the Biostyr building stairwell, which is used on a daily basis by plant personnel. After a discussion, the Commission directed Geurts to contact a few firms to come on-site to inspect and assess the problem. After the initial investigative work, options and cost estimates will be obtained.

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 March. Revenue received from WPS/Fox Energy Center for final effluent purchased in March = \$12,430.11. Total revenue received from Fox Energy for 2016 = \$35,020.75.

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

cBOD	6.02 mg/l
Suspended Solids	10.39 mg/l
Phosphorus	.26 mg/l
Ammonia-N	.17 mg/l
Chlorides	448.46 mg/l

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

6. Funds

A. April 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 \$304,447.18. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, yes; Commissioner Sundelius, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

B. Budget Comparison Report

The Commission received a Budget Comparison Report for April 2016, along with an explanation of exceedances.

7. General Old or New Business

WEFTEC: The WEFTEC Conference will be held in New Orleans on September 24-28, 2016. Commissioner Casper noted that he will be attending.

Waste Hauler delinquent bill update: The waste hauler has not responded to the past due invoices. If payment isn't received by May 1, 2016, collection action will be taken.

Flue Gas Desulfurization (FGD): There will be a meeting on Wednesday, April 27, 2016 at 1:30 PM at HOVMSD with the Outagamie County Land Conservation, USDA & Sand County Foundation, Electric Power Research Institute, U.W. Madison, and HOV Staff.

Community Meeting: The Commission was reminded of a community meeting which will be held on Thursday, April 14th at 5:00 PM at the Combined Locks Civic Center. Donohue & Associates will be making a presentation on HOV's Sustainability Program.

HOV hosts WWOA-LMD Meeting: HOV will be hosting the WWOA-Lake Michigan District meeting on May 19, 2016. The meeting will be held at the Starlite Club, with a tour of HOV to follow. Commissioner Casper will be giving the welcoming address.

8. Adjournment

With no further business before the Commission, a motion was made by Commissioner Sundelius and seconded by Commissioner Siebers to adjourn the meeting. Motion carried unanimously. (Time: 6:45 PM)

SIGNED

Kevin P. Coffey, Secretary