

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON JUNE 14, 2016 AT THE HEART OF THE VALLEY MEETING ROOM.

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

Absent: John Sundelius, 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; Jeff Elrick, Village of Little Chute, Dave VanGroll, and Blaine Priebusch & Greg Heino of Erickson & Associates

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 May 10, 2016 Regular Meeting

The minutes of the May 10, 2016 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey seconded by Commissioner Siebers to approve the minutes. Motion carried. The minutes were reviewed and pre-approved by Commission 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. 2015 Audit Presentation by Erickson & Associates

Blaine Priebusch and Greg Heino of Erickson & Associates reviewed the audited financial statements dated 12/31/2015. A motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to approve the 2015 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 Casper, yes; Commissioner Hennessey, yes; and Commissioner Siebers, yes. Motion carried.

B. Delinquent Waste Hauler Bill - Discussion

After a discussion with Dave VanGroll, the Commission directed District Director Geurts to draft an Agreement to be signed by Mr. VanGroll, outlining the terms of a payment plan of \$750/month until paid in full, payable on the first of each month.

C. 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 May 2016 invoice.

D. Biostyr Building Defect Update

After a discussion, a motion was made by Commissioner Casper and seconded by Commissioner Coffey to accept the proposal from Oscar Boldt Construction for the Biostyr repair project, not to exceed \$19,718.00, dated 5/21/2016. A roll call vote was taken: Commissioner Siebers, yes; Commissioner Hennessey, yes; Commissioner Casper, yes; and Commissioner Coffey, yes. Motion carried unanimously.

E. 2015 CMAR Report; Adoption of Resolution #170

After a review of the 2015 Compliance Maintenance Annual Report (CMAR), a motion was made by Commissioner Siebers and seconded by Commissioner Coffey to adopt Resolution #170 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 Casper, yes; and Commissioner Coffey, yes. Motion carried unanimously. The CMAR was signed by President Casper and Secretary Coffey.

F. District Director Succession Planning

The Commission decided to hold a special meeting on June 28, 2018 at 6:00 PM to discuss the process for the District Director's succession planning.

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 May. Revenue received from WPS/Fox Energy Center for final effluent purchased in May = \$10,140.81. Total revenue received from Fox Energy for 2016 = \$48,868.93.

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

cBOD	5.96 mg/l
Suspended Solids	10.41 mg/l
Phosphorus	.39 mg/l
Ammonia-N	1.08 mg/l
Chlorides	602.86 mg/l

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

6. Funds

A. June 2016 Accounts Payable; Action for Approval

After a review and discussion of the bills payable, a motion was made by Commissioner Casper and seconded by Commissioner Siebers to approve payment of the bills in the amount of \$192,880.22. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

B. Budget Comparison Report

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

7. General Old or New Business

FGD Study: There will be meeting on Thursday, 6/16, regarding the FGD Study. At that time, there will also be representatives from Outagamie County Land Conservation on site to talk about a wetland project.

FOG Results: The Commission received FOG data for each meter station showing a comparison of 2014, 2015, and 2016.

U.W. Milwaukee – Industrial Assessment Program: District Director Geurts noted that an application has been filed to receive a free energy analysis, technical support, and data & analysis results.

8. Adjournment

With no further business before the Commission, a motion was made by Commissioner Siebers and seconded by Commissioner Coffey to adjourn the meeting. Motion carried unanimously. (Time: 7:08 PM)

SIGNED _____
Kevin P. Coffey, Secretary