

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT SPECIAL MEETING HELD ON **JUNE 28, 2016** AT THE HEART OF THE VALLEY MEETING ROOM.

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

Also Present: Roy Van Gheem

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

President Casper called the meeting to order at 6:00 PM.

2. Succession Planning for District Director Position

Review and open discussion of the draft District Director Summary Job Description and associated summary document to be submitted to various publications for candidate recruitment. Some minor changes will be made by Commissioner Siebers and the documents will be ready for final review/approval at the July 12, 2016, regular meeting.

Commissioner Siebers will confirm the publications used for previous openings and determine the dates to submit the advertisement information. The Commission established the following preliminary timeline:

- July/August: Advertise District Director position
- August/September: Resume review and interviews
- October: Final review, candidate selection and offer
- December 1, 2016: Start date of new District Director

3. FGD Study Funding

There were additional communications with some of the parties involved in the FGD Study, including a site visit by a representative from Outagamie County. It is estimated that the study could take three to five years to complete. Monetary contributions are important to support this study. After discussion about the potential benefits of this study a motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to contribute \$5000 per year, for three years, to the help fund the study. Funding will be reviewed annually and could be increased, decreased or eliminated based on the progress, quality, and value of the data generated. A roll call vote was

taken: Commissioner Coffey, yes; Commissioner Casper, yes; Commissioner Hennessey, yes; and Commissioner Siebers, yes; Commissioner Sundelius, yes. Motion carried.

4. General Old or New Business

Commissioner Siebers was approached by the Village of Kimberly Administrator regarding the option to contract the operations of HOVMSD with a private entity, as a cost savings opportunity. Lengthy discussion occurred regarding the pros/cons of this option, but it lacked support by the Commission at this point in time. However, it was agreed that it will be studied/considered by the Commission, at a future date, to better understand the pros/cons of this option and potential cost savings, if any. Commissioners Casper and Siebers will draft a letter to the HOVMSD member communities outlining the reasons for not pursuing contract operations at this time and the understanding that it will be studied in the future.

5. 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: 7:33 PM)

SIGNED _____
Kevin P. Coffey, Secretary