

MINUTES

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

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

Absent: None

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; and Teri Matheny of the Village of Little Chute

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 June 14, 2016 Regular Meeting and the June 28, 2016 Special Meeting

The minutes of the June 14, 2016 Regular Meeting and the June 28, Special Meeting were presented to the Commission. A motion was made by Commissioner Casper 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, along with an email from Mayor Gene Rosin to Commissioner Casper, and a letter dated 6/30/16 from Commissioner Casper to Adam Hammatt.

5. Discussion Items

A. 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 June 2016 invoice.

B. WPDES Permit Update

District Director Geurts noted that he's been reviewing the "draft" of the WPDES Permit. The Permit will be for 5 years, and the DNR is allowing 4 years to meet the TMDL requirements. Fox Energy has their own Permit. The Commission asked to see a copy of the Fox Energy Permit for the next commission meeting.

C. Auditor Proposals

After a discussion and review of the audit proposals from Erickson, Baker Tilly, and Schenck, the Commission decided to stay with the current auditor, Erickson, and re-bid again next year.

D. Promotions and Job Transfers

There was agreement by the Commission to promote the Chemist to the Regulatory Compliance position, with the 2016 Step One starting pay, and promote a Process Control Technician to the Chemist position at the starting rate indicated in the 2016 hourly pay schedule. Both positions will begin on 9/19/2016.

E. FGD Study Update

District Director Geurts indicated that he has contacted farmland renter John Lamers and he is very willing to cooperate with the FGD Study. After a preliminary project design has been completed, HOVMSD will be asked for financial commitment.

F. District Director Succession Planning

After a review of the job description and advertisement, the Commission directed staff to publish the position with a resume deadline date of September 1st.

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 June. Revenue received from WPS/Fox Energy Center for final effluent purchased in June = \$13,321.21. Total revenue received from Fox Energy for 2016 = \$62,190.14.

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

cBOD	5.33 mg/l
Suspended Solids	13.47 mg/l
Phosphorus	.35 mg/l
Ammonia-N	.83 mg/l
Chlorides	516.15 mg/l

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

6. Funds

A. July 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 Hennessey to approve payment of the bills in the amount of \$194,934.42. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, 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 June 2016, along with an explanation of exceedances.

7. General Old or New Business

- District Director Geurts informed the Commission that he had been contacted by a few different law firms regarding an open records request for information about asbestos and the original plant construction.
- The Commission consented to the purchase of a new stainless steel recycle pump at an approximate cost of \$15,000. A second one will be put in the budget for 2017.

8. Adjournment

With no further business before the Commission, a motion was made by Commissioner Casper and seconded by Commissioner Coffey to adjourn the meeting. Motion carried unanimously. (Time: 6:57 PM)

SIGNED

Kevin P. Coffey, Secretary