

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON **OCTOBER 11, 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; Kevin Skogman, Director of Operations & Maintenance HOVMSD; Dawn Bartel, Office Manager HOVMSD; Chad Giackino, Regulatory Compliance Manager HOVMSD; Karen Brake, Accounts Payable/Asset Mgmt. HOVMSD; and Jeff Elrick

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

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

1A. Election of Officers; President, Vice President, Secretary

Commissioner Siebers made a motion to nominate the current President, Vice President, and Secretary to continue to serve in their current positions; Dave Casper as President, Bruce Siebers as Vice President, and Kevin Coffey as Secretary. The motion was seconded by Commissioner Hennessey. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Siebers, yes; Commissioner Coffey, yes; and Commissioner Hennessey, yes. Motion carried.

1B. Motion for Appointment of Official Newspaper

A motion was made by Commissioner Casper and seconded by Commissioner Coffey to appoint the Appleton Post Crescent/Gannett Newspaper as the official newspaper for HOVMSD. 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.

1C. Resolution #171; Appointment of Public Depositories

A motion was made by Commissioner Casper and seconded by Commissioner Sundelius to adopt Resolution #171, which names the qualified public depositories for the HOVMSD. 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.

1D. 2017 Budget Workshop

The Commission and Staff reviewed the 2017 proposed budget figures, replacement information, and rate & income data. The proposed 2017 budget of \$6,496,404 reflects a 3.19% increase. The proposed rates for 2017 are as follows: Flow \$0.837/1000 gallons; BOD \$0.265/pound; Suspended Solids \$0.261/pound; Phosphorus \$6.136/pound; Ammonia-N \$1.625/pound; and Chlorides \$0.005/pound. The budget and rate parameters will be officially adopted at the November 8, 2016 Regular Commission Meeting/Public Hearing.

2. Public Appearances

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

3. Approval of the Minutes of the September 13, 2016 Regular Meeting

The minutes of the September 13, 2016 Regular Meeting were presented to the Commission. A motion was made by Commissioner Siebers and seconded by Commissioner Hennessey 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. Hwy ZZ Right-of-Way Land Sale to Outagamie County

District Director Geurts explained the specifics of the request from Outagamie County to purchase the right-of-way along Hwy ZZ for the reconstruction project of that road. This purchase would consist of 5 small parcels of land owned by HOV. The County provided comparable market evaluations which justifies the value. After a discussion the Commission agreed to the County's request and asked Staff to note this as income for the 2017 budget. Geurts said it would be approximately \$20,000. The Commission also authorized District Director Geurts to sign the documents from Outagamie County on behalf of the District.

B. WPDES Permit Language Changes

District Director Geurts reviewed his written memo regarding the status of the WPDES Permit. Geurts raised three objections to the draft permit. The first was relative to the addition of a new weekly limit requirement for fecal coliform and the conflicting language within the Permit. The second was the four year compliance

schedule established for meeting the Water Quality Based Effluent Limits for total Phosphorus. The WDNR has agreed to seven years; however they lowered the interim phosphorus limit from 1.0 mg/L to 0.6 mg/L. The third is the new immediate permit compliance date (1/1/2017) for the WQBEL for Total Suspended Solids. The WDNR has agreed to allow HOV up to one year (12/31/2017) to reach compliance, provided a draft Water Quality Trading plan be submitted by 9/30/2016, and obtain final approval by the end of the year. The plan was submitted on time by the Fox Wolf Watershed Alliance, HOV, and the Outagamie County Land Conservation Office. The retention basin will be constructed and operational before the end of 2017, in time for it to provide the total suspended solids effluent quality trading credits needed to meet permit requirements going forward.

C. FOG Program Report

John Stoeger of Stoeger & Associates provided a written FOG update by community. The Commission also received an itemized copy of the September 2016 invoice.

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 September. Revenue received from WPS/Fox Energy Center for final effluent purchased in September = \$10,863.50. Total revenue received from Fox Energy for 2016 = \$104,005.52.

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

cBOD	5.06 mg/l
Suspended Solids	25.49 mg/l
Phosphorus	.53 mg/l
Ammonia-N	.42 mg/l
Chlorides	562.14 mg/l

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

Kevin Skogman, Director of Operations & Maintenance, gave an update on the slide gate problem and the U.W. Milwaukee energy audit. Skogman also noted that United Liquid Waste hasn't hauled any biosolids out yet this year and hasn't firmed up a date as to when they can start; other options may have to be investigated. The Commission directed Geurts to send a letter to United Liquid Waste and update Attorney Timothy Fenner on the situation.

6. Funds

A. October 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 Coffey to approve payment of the bills in the amount of \$219,587.49. 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 October 2016, along with an explanation of exceedances.

7. General Old or New Business

- A contractual agreement has been received to manage the property of the Hoelzel Dairy Farms for the detention basin project.
- Geurts distributed a draft copy of a FOG brochure to be distributed to households within each community.
- Commissioner Casper noted that the WEF Conference was informative and well attended.
- Ed Nevers of Donohue asked to be put on the agenda in November to introduce Tammy Kuehlmann's replacement, Tracey Webb.

8. Closed Session pursuant to Wisconsin State Statute 19.85 (1)(c) regarding the selection process for the District Director position

A motion was made by Commissioner Coffey and seconded by Commissioner Siebers to enter into a Closed Session. Motion carried.

A motion was made by Commissioner Siebers and seconded by Commissioner Sundelius to return to Open Session. Motion carried.

9. Adjournment

With no further business before the Commission, a motion was made by Commissioner Sundelius and seconded by Commissioner Hennessey to adjourn the meeting. Motion carried unanimously. (Time: 7:52 PM)

SIGNED _____

Kevin P. Coffey, Secretary