

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON DECEMBER 13, 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; John Stoeger of Stoeger Associates, Brian Helminger, Ben Young, Greg Olson, and Ken Ladwig

### **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.

### **3. Approval of the Minutes of the November 3, 2016 Special Meeting, November 8, 2016 Regular Meeting, November 11, 2016 Special Meeting, and the November 16, 2016 Special Meeting**

The minutes of the November 3, 2016 Special Meeting, November 8, 2016 Regular Meeting, November 11, 2016 Special Meeting, and the November 16, 2016 Special Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Siebers to approve the minutes as written. 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. The Commission also received the DNR's favorable response to the submission of the 2015 CMAR.

## **5. Discussion Items**

### **A. FGD Study Report by Greg Olson**

After a discussion, a motion was made by Commissioner Casper and seconded by Commissioner Siebers to draft a letter of support to the EPRI (Electric Power Research Institute) for the proposed FGD research project on the Districts farmland. Motion carried. FGD gypsum application to agricultural lands will provide data on the effect of gypsum in controlling phosphorus loss from agricultural fields, and its effects on overall soil microbial health and the soil mineral balance. This research will address the issue of soluble phosphorus, and other nutrient loadings from non-point sources, being transported in agricultural field runoff to drainage ways and streams entering the Bay of Green Bay and the Great Lakes basin.

### **B. FOG Program Update**

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

### **C. City of Kaukauna Annexation Requests; Ordinances #1734 & #1735**

Following a 30-day contestment period, Kaukauna's Annexation Ordinance No. 1734 will by default be accepted into the Metropolitan Sewerage District because it lies within the 2030 sewer service boundary. This annexation consists of approximately 10.864 acres from the Town of Kaukauna. The current population is zero (0). A property description and map was attached; zoning is for multi-family residential.

Following a 30-day contestment period, Kaukauna's Annexation Ordinance No. 1735 will by default be accepted into the Metropolitan Sewerage District because it lies within the 2030 sewer service boundary. This annexation consists of approximately 1.2 acres from the Town of Buchanan. The current population is zero (0). A property description and map was attached; zoning is for single family residential.

### **D. 2017 Wage Adjustments**

The Commission was provided with wage adjustments for the served communities and Kaukauna Utilities. They also received total annual costs for various percentage increases. After a review, the Commission directed Staff to add a Closed Session on the agenda for the January Commission Meeting to discuss and take action. The Commission also noted that in the future this topic should be placed on the agenda in November or December as a Closed Session item so action can be taken and adjustments can be ready for January 1<sup>st</sup>.

**E. Adoption of Resolution #172; Levy Abatement**

A motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to adopt Resolution #172; Resolution Abating Levy of 2016 Real Estate Taxes. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Hennessey, yes; Commissioner Coffey, yes; and Commissioner Siebers, yes. Motion carried. The Resolution was signed by Commission Secretary Coffey.

**F. Interceptor Televising Project**

District Director Geurts provided the Commission with the manhole inspection report from Great Lakes TV & Seal, as well as his own notes from reviewing the televising tapes. After a discussion and review of the handouts, the Commission directed Staff to request a cost estimate from Scott Schramm of Strategic Municipal Services for engineering services to review the data and also provide a cost estimate for the repairs of the manholes along with a prioritization schedule.

**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 November. Revenue received from WPS/Fox Energy Center for final effluent purchased in November = \$11,329.47. Total revenue received from Fox Energy for 2016 = \$120,218.13.

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

<b>cBOD</b>	<b>7.14 mg/l</b>
<b>Suspended Solids</b>	<b>23.25 mg/l</b>
<b>Phosphorus</b>	<b>.55 mg/l</b>
<b>Ammonia-N</b>	<b>.95 mg/l</b>
<b>Chlorides</b>	<b>655.00 mg/l</b>

**\*\* All permit values were met for November 2016 \*\***

Kevin Skogman, Director of Operations & Maintenance, gave an update on the Actiflo mixing parts/repair, elevator repairs, biosolids hauling, and process return pump drives. Kevin also noted that the mechanic/operator position has been filled. The Commission discussed the situation with the current biosolids hauling contractor and noted that the District is prepared to take legal steps to break the contract if a resolution isn't reached.

## 6. Funds

### A. December 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 \$324,643.20. 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 December 2016, along with an explanation of exceedances.

## 7. General Old or New Business

- ✓ District Director Geurts updated the Commission on a meeting held with representatives from Fox Energy/WE Energy regarding WDNR permits and new effluent quality limits and how trading credits for phosphorus and suspended solids could mutually benefit Fox Energy and HOVMSD. Fox Energy and the District will meet again in early 2017, after each party has received the final version of its new WPDES Permit.
- ✓ Commission President Casper read a farewell note to District Director Geurts who is retiring at the end of the month.

## 8. Adjournment

With no further business before the Commission, a motion was made by Commissioner Sundelius and seconded by Commissioner Coffey to adjourn the meeting. Motion carried unanimously. ( Time: 7:35 PM )

**SIGNED** \_\_\_\_\_  
**Kevin P. Coffey, Secretary**