

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON **JANUARY 10, 2017** AT THE HEART OF THE VALLEY MEETING ROOM.

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

Absent: Dave Casper, excused

Also Present: Brian Helminger, District Director HOVMSD; Kevin Skogman, Director of Operations & Maintenance HOVMSD; Dawn Bartel, Office Manager HOVMSD; Chad Giackino, Regulatory Compliance Manager HOVMSD; Scott Schramm of Strategic Municipal Services, and Jeff Elrick of the Village of Little Chute

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

Commissioner Siebers acted as President. The meeting was called to order at 6:00 PM.

2. Public Appearances

There were no public appearances.

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

The minutes of the December 13, 2016 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Hennessey 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 was a letter dated 12/16/2016 to Ken Ladwig of the Electric Power Research Institute regarding the District's support of EPRI's proposed research study of FGD gypsum application to agricultural lands. The letter was written by Commission President Casper on behalf of the District.

5. Discussion Items

A. Strategic Municipal Services Interceptor Proposal; Discussion and Possible Action

After a discussion, a motion was made by Commissioner Sundelius and seconded by Commissioner Coffey to approve the Agreement from Strategic Municipal Services for the priority action plan of the interceptor system, in an amount not to exceed \$31,070. A roll call vote was taken: Commissioner Siebers, yes; Commissioner Hennessey, yes; Commissioner Coffey, yes; and Commissioner Sundelius, yes. Motion carried unanimously.

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 December 2016 invoice. The Commission asked what the enforcement procedure is for collecting fines from the facilities who fail to comply with their grease trap cleaning schedule. District Director Helminger will discuss an enforcement process with John Stoeger and make a recommendation at the February Commission Meeting.

C. Biosolids Hauling Options

District Director Helminger informed the Commission that two other firms have been contacted in regards to biosolids hauling for 2017. Helminger noted that he'll be contacting United Liquid Waste to voice the District's displeasure in their performance for 2016 and to find out what their plan is for 2017. More information will be available at the February Commission Meeting.

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 December. Revenue received from WPS/Fox Energy Center for final effluent purchased in December = \$8,580.26. Total revenue received from Fox Energy for 2016 = \$128,798.38.

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

cBOD	7.18 mg/l
Suspended Solids	21.35 mg/l
Phosphorus	.49 mg/l
Ammonia-N	.84 mg/l
Chlorides	570.71 mg/l

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

Kevin Skogman, Director of Operations & Maintenance, reviewed his written Operations Summary and also provided the Commission with the Industrial Assessment Report prepared by the University of Wisconsin-Milwaukee. Skogman noted that there were no diversions around secondary treatment for 2016.

6. Funds

A. January 2017 Accounts Payable; Action for Approval

After a review and discussion of the bills payable, a motion was made by Commissioner Coffey and seconded by Commissioner Hennessey to approve payment of the bills in the amount of \$206,383.17. A roll call vote was taken: Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

7. General Old or New Business

There was nothing to report under General Old & New Business.

8. Closed Session pursuant to Wisconsin State Statute 19.85 (1)(c) regarding wage adjustments for 2017

A motion was made by Commissioner Hennessey and seconded by Commissioner Siebers to enter into a Closed Session. Motion carried. (6:45 PM)

A motion was made by Commissioner Hennessey to reconvene to Open Session. The motion was seconded by Commissioner Coffey. Motion carried. (7:07 PM)

A motion was made by Commissioner Coffey and seconded by Commissioner Hennessey to approve a total increase of \$15,000 in wages to be distributed based on a 1.5% lift to the compensation plan salary grid exclusive of the step increases and district service time increases, called out in the Heart of the Valley compensation plan. The District Director is to award performance bonuses with remaining funds available after the salary grid lift and to report back to the Commission on the final distribution of the performance bonuses. Motion carried unanimously.

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: 7:15 PM)

SIGNED

_____ **Kevin P. Coffey, Secretary**