

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON MARCH 14, 2017 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: Brian Helminger, District Director HOVMSD; Kevin Skogman, Director of Operations & Maintenance HOVMSD; Dawn Bartel, Office Manager HOVMSD; Chad Giackino, Regulatory Compliance Manager HOVMSD; Tracey Webb & Ed Nevers of Donohue, and Jeff Elrick

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

Commission 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 February 14, 2017 Regular Meeting and the February 28, 2017 Special Meeting

The minutes of the February 14, 2017 Regular Meeting and the February 28, 2017 Special Meeting were presented to the Commission. A motion was made by Commissioner Siebers and seconded by Commissioner Coffey 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

There was no correspondence for the Commission.

5. Discussion Items

A. Donohue & Associates Update

Tracey Webb of Donohue gave a power point presentation on the analysis and observations of the 2016 clear water (I/I) flow component of the overall HOVMSD wastewater flow. Included in the presentation was plant performance, individual community performance summaries, and peak flow data. This information will also be presented at the annual member community meeting scheduled for April 27, 2017.

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 February 2017 invoice. After a discussion, the Commission gave direction to televise areas of concern if necessary, with HOV paying the cost, and also directed staff to notify the community prior to the televising. District Director Helminger noted that he will talk with John Stoeger and have a status report for next month.

A Public Hearing notice regarding a modification to the District's Sewer Use Ordinance was published in the Appleton Post Crescent along with the notice being sent to each community. The Public Hearing will take place on April 11, 2017. The modification consists of adding language under Sec. 15.04 Administrative Enforcement; (4)(k) Failure to install, maintain, or adequately service a grease and/or sand trap - \$50 / day.

C. Chemical Use Report for 2016

Kevin Skogman, Director of Operations & Maintenance, provided a written update showing the chemical use for 2016, along with gas, electric, and water consumption. The report also detailed the cost of the chemical purchase, gallons purchased, and cost per MGD treated.

D. Equipment Automation & Efficiencies

District Director Helminger updated the commission on the status of the SCADA system upgrade. Staff is also investigating a potential electrical savings by making an operational change to process waste biosolids to the ATAD late in the day, to take advantage of off peak hours energy costs.

PLANT REPORTS:

1. 2017 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 February. Revenue received from WPS/Fox Energy Center for final effluent purchased in February = \$9,302.61. Total revenue received to date from Fox Energy for 2017 = \$19,531.48.

The average final effluent concentrations for **February 2017** were as follows:

cBOD	5.25 mg/l
Suspended Solids	8.77 mg/l
Phosphorus	.22 mg/l
Ammonia-N	.26 mg/l
Chlorides	556.67 mg/l

**** All permit values were met for February 2017 ****

Kevin Skogman, Director of Operations & Maintenance, reviewed his written O & M Report. Skogman discussed the SCADA upgrades, process return pump VFD drives, repairs to vertical turbine pump #3, slide gate repairs, roof repairs, and the wind damage to the heating & ventilating duct work. Skogman also noted he may need to replace a water champ motor which will cost \$8,000-\$10,000.

6. Funds

A. March 2017 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 \$188,348.79. 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 March 2017, along with an explanation of exceedances.

7. General Old or New Business

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

8. District Director's Report

- *Public Hearing:* There will be a Public Hearing at the April 11, 2017 Commission Meeting regarding the modification to the Sewer Use Ordinance to include a \$50/day fine for failure to install, maintain, or adequately service a grease and/or sand trap, under Sec. 15.04 (4)(k) Administrative Enforcement.
- *Water Quality Trading:* District Director Helminger will be meeting with Jessica Schultz regarding updates/revisions requested by Keith Marquardt of the DNR.
- *Hydrogen sulfide Meters:* Meters have been installed at syphon structure manholes to monitor levels being removed by H₂S scrubbers.

9. 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: 7:32 PM)

SIGNED _____

Kevin P. Coffey, Secretary#