

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON APRIL 11, 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; John Stoeger, 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.

#### **1A. Public Hearing for the purpose of modifying the District's Sewer Use Ordinance, relative to Sec 15.04 Administrative Enforcement; and adoption**

A motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to enter a Public Hearing. Motion carried. District Director Helminger noted that no correspondence was received either for or against the ordinance modification. The Public Hearing was noticed in the Appleton Post Crescent on 2/17/2017. No one was present to voice favor or opposition to the ordinance change. Therefore, the Public Hearing was closed with a motion made by Commissioner Casper and seconded by Commissioner Siebers. A motion was then made by Commissioner Casper and seconded by Commissioner Coffey to adopt the ordinance language to Sec 15.04 Administrative Enforcement (4) Administrative Fines: Insert (k) Failure to install, maintain, or adequately service a grease and/or sand trap - \$50/day. 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.

### **2. Public Appearances**

There were no public appearances.

### **3. Approval of the Minutes of the March 14, 2017 Regular Meeting**

The minutes of the March 14, 2017 Regular 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

Copied for the Commission were the e-mail messages sent between the Commissioners and District Director Helminger.

#### 5. Discussion Items

##### A. East Central Regional Planning Commission

District Director Helminger informed the Commission that he met with Eric Fowle from East Central RPC on 4/7/2017. Mr. Fowle will be providing the District with updated boundary maps. He also spoke of other services they provide, and offered to attend a Commission meeting.

##### 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 March 2017 invoice. The Commission invited John to give a presentation to the communities at the April 27<sup>th</sup> Community Meeting in Combined Locks.

#### **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 March. Revenue received from WPS/Fox Energy Center for final effluent purchased in March = \$11,388.76. Total revenue received to date from Fox Energy for 2017 = \$30,920.24. After a review of the data, the Commission directed staff to review the projection calculations at budget time, particularly for suspended solids and chlorides.

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

<b>cBOD</b>	<b>3.91 mg/l</b>
<b>Suspended Solids</b>	<b>7.07 mg/l</b>
<b>Phosphorus</b>	<b>.14 mg/l</b>
<b>Ammonia-N</b>	<b>.21 mg/l</b>
<b>Chlorides</b>	<b>508.46 mg/l</b>

**\*\* All permit values were met for March 2017 \*\***

Kevin Skogman, Director of Operations & Maintenance, reviewed his written O & M Report. Skogman discussed the SCADA computer upgrades, process return pump VFD drives, repairs to vertical turbine pump #3, ActiFlo Water Champs, Biostyr Blowers, and completion of the repairs to the heating & ventilating duct work. Skogman also noted he may purchase vibration pump monitors for the turbine pumps.

## 6. Funds

### A. April 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 \$211,753.31. 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 April 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

- *Water Quality Trading Plan Revisions:* District Director Helminger informed the Commission of his meeting with Jessica Schultz on 4/3/17 to discuss the DNR's request for revisions to the WQ Trading Plan. Ms. Schultz indicated that she would like to have the updated plan submitted back to the DNR by mid April.
- *Interceptor H2S Monitoring:* District Director Helminger noted that two weeks of monitoring have been completed and is still ongoing. So far spikes are occurring in the morning. Commissioner Casper suggested bi-level placement of the H2S meters. There will be more to report next month.
- *Hickory Meadows Leachate:* Four test loads have been brought in from Hickory Meadows with no ill effects on the Actiflo process. Samples were collected and analyzed so a disposal calculation could be made and forwarded to Hickory Meadows. There will be more on this topic next month.
- *Hauler Billings:* After a discussion, there was Commission consensus to charge the haulers for the same rate parameters as the communities, including ammonia and chlorides. The Commission directed staff to send a letter to the haulers to notify them of this change.
- *Sand County Foundation:* District Director Helminger noted that there is a meeting set up with Greg Olson for an update on gypsum project initiatives. More information will be available next month.
- *WEFTEC:* The WEF Conference will be held on September 30-October 4 in Chicago, IL. The Commission was asked to start thinking about whether or not they will be attending so registration can be completed at the early discounted rate.
- *Erickson & Associates:* The Commission requested a 3-year contract quote from Erickson & Associates for 2017, 2018, and 2019.

## 9. Adjournment

With no further business before the Commission, a motion was made by Commissioner Sundelius and seconded by Commissioner Siebers to adjourn the meeting. Motion carried unanimously. ( Time: 7:16 PM )

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

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