

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON MAY 9, 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;

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 April 11, 2017 Regular Meeting and April 27, 2017 Special Meeting

The minutes of the April 11, 2017 Regular Meeting and April 27, 2017 Special Meeting were presented to the Commission. A motion was made by Commissioner Sundelius and seconded by Commissioner Siebers to approve the minutes as written. Motion carried. The minutes were reviewed and pre-approved by Commission Secretary Coffey and Acting Secretary Siebers.

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. FOG Program Update

John Stoeger of Stoeger & Associates provided a written FOG update by community. The Commission also received an itemized copy of the April 2017 invoice.

B. Little Chute Annexation Ordinance No. 2, Series of 2017

Following a 30-day contestment period, Little Chute’s Annexation Ordinance No. 2, Series of 2017, will by default be accepted into the Metropolitan Sewerage District because it lies within the 2030 sewer service boundary. This annexation consists of approximately 226.83 acres from the Town of Grand Chute. The current population is zero (0). A property description and map was attached; zoning is for Industrial District. Commissioner Casper questioned the potential impacts of the leachate from the parcel.

C. Hauled Waste Program – Administrative Charge Revision

District Director Helminger reviewed his 2017 administrative charge calculations and copied the commission on Statute 281.49 (6) regarding disposal of septage in municipal sewage systems. Helminger noted that these calculations would be reviewed annually. Commissioner Casper asked if fixed costs were included in these calculations. The Commission agreed to eliminate the per load charge for hauled in waste as well as the zone A & zone B rates. Helminger was directed to formalize a fair and equitable charge for hauled in waste, which will be reviewed at the June Commission Meeting.

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 April. Revenue received from WPS/Fox Energy Center for final effluent purchased in April = \$334.35. Total revenue received to date from Fox Energy for 2017 = \$31,254.60.

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

cBOD	6.03 mg/l
Suspended Solids	10.20 mg/l
Phosphorus	.21 mg/l
Ammonia-N	.17 mg/l
Chlorides	418.46 mg/l

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

Kevin Skogman, Director of Operations & Maintenance, reviewed his written O & M Report. Skogman discussed the SCADA computer upgrades, process return pump VFD drives, Actiflo Water Champs, and Post ATAD #2 Air Header. Skogman also included a spreadsheet from Kaukauna Utilities showing the energy use and cost history for 2015-2017.

6. Funds

A. May 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 \$178,590.72. 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 May 2017, along with an explanation of exceedances.

7. General Old or New Business

Marine Manhole Buoy Lights: District Director Helminger informed the Commission that the District's insurance company recommends that the marker lights be put back in place. After a discussion, the Commission consented to replacing the lights and signage on the marine manholes. Staff will also consult with the Fox River Navigational Authority as to proper signage and lighting.

8. District Director's Report

- *Water Quality Trading Plan Revisions:* The work on calculations to determine credit pounds is ongoing. Jessica Schultz will be at the June meeting with more details.
- *Fox Energy Effluent Re-Use:* Fox Energy permit has been reissued. Staff will meet with Fox Energy again once HOV's permit is issued and discuss any issues and outcomes that may benefit both operations.
- *I/I Review & Sustainability Meeting:* District Director Helminger informed the Commission that the contract with Donohue is up for renewal. The previous contract was for two years at \$19,000 per year. The Commission requested that Donohue provide a proposal for another two-year contract, and modeling. The Commission also expressed interest in speaking directly with the modeler, Steve Strickland, by phone, at an upcoming Commission meeting.

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: 7:40 PM)

SIGNED _____

Kevin P. Coffey, Secretary#