

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON APRIL 10, 2018 AT THE HEART OF THE VALLEY MEETING ROOM.

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

Absent: None

Also Present: Brian Helminger, District Director HOVMSD; Kevin Skogman, Director of Operations & Maintenance HOVMSD; Dawn Bartel, Office Manager HOVMSD; and Chad Giackino, Regulatory Compliance Manager HOVMSD

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

President Casper called the meeting to order at 6:00 PM.

2. Public Appearances

No appearances were made.

3. Approval of the Minutes of the March 13, 2018 Regular Meeting

The minutes of the March 13, 2018 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 unanimously. The minutes were reviewed and pre-approved by Secretary Hennessey.

4. Correspondence to/from/for Commission

Commissioner Casper stated for the record that he received a copy of the Services Agreement from Strategic Municipal Services for the study of alternatives to relocate the gravity interceptor on land, dated 3/30/18. This Agreement was approved by the Commission at the March 13, 2018 meeting.

5. Discussion Items

A. Interceptor Action Plan Update – Strategic Municipal Services

The Agreement with Strategic Municipal Services for the study of alternatives for the interceptor project has been signed by District Director Helminger. The boring locations will be staked this week and Nummelin Testing Services will begin their work shortly after. Commissioner Siebers requested an updated timeline of key events and major work tasks. These topics will be discussed at the community meeting on April 19th. Kevin Skogman, Director of Operations & Maintenance, noted that HOV is performing a study for SMS by sampling sulfate and sulfide levels at the

meter stations and monitoring hydrogen sulfide at the manholes for a four-month duration.

B. FOG Program Update

John Stoeger of Stoeger & Associates provided a written Fats, Oil, and Grease update by community, including a grease trap inspection report. The Commission also received an itemized copy of the March 2018 invoice.

C. Little Chute Annexation Ordinance No. 3, Series of 2018

Following a 30-day contestment period, Little Chute's Annexation Ordinance No. 3, Series of 2018 will by default be accepted into the Metropolitan Sewerage District because it lies within the 2030 sewer service boundary. This annexation consists of approximately 35.9 acres from the Town of VandenBroek. The current population is zero (0). An annexation petition, property description, and map was attached; zoning is for industrial.

D. Little Chute Annexation Ordinance No. 5, Series of 2018

Following a 30-day contestment period, Little Chute's Annexation Ordinance No. 5, Series of 2018 will by default be accepted into the Metropolitan Sewerage District because it lies within the 2030 sewer service boundary. This annexation consists of approximately 139.71 acres from the Town of VandenBroek. The current population is four (4). An annexation petition, property description, and map was attached; zoning is residential conventional and commercial highway.

PLANT REPORTS:

1. 2018 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 the WPS-Fox Energy Center for final effluent purchased in March = \$12,672.23; revenue received to date for 2018 = \$32,370.26. WPS-Fox Energy purchased 60% of the final effluent produced in March.

The average final effluent concentrations for **March 2018** were as follows:

	<u>Monthly Average</u>	<u>Permit Limit</u>
cBOD	5.47 mg/L	25 mg/L
Suspended Solids	10.75 mg/L	30 mg/L
Phosphorus	.28 mg/L	1 mg/L
Ammonia-N	.21 mg/L	10 mg/L
Chlorides	671.54 mg/l	

All permit values were met for March 2018.

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report. Skogman noted that plant operations are doing well. Skogman reported on the Fremont Water Solutions daft polymer testing, area velocity flow meter trial with Mulcahy Shaw, and the purchase of a blower exchange unit for the Biostyr.

6. Funds

A. April 2018 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 \$154,451.61. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, yes; Commissioner Sundelius, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

B. Budget Comparison Report

The Commission received a Budget Comparison Report for April 2018, along with an explanation of exceedances.

7. General Old or New Business

The Commission received a copy of a notification from Kaukauna Utilities regarding an anticipated reduction in wholesale electric costs. These savings will be passed on to local customers.

At the request of the Commission, Donohue & Associates provided an Annual Water Pumping Summary by community. The request was prompted by the fact that the 2017 evaluation showed an increase in average daily flow for all communities.

Commissioner Casper questioned staff regarding the security and protection of the computers and SCADA system at the plant.

8. District Director's Report

District Director Helminger informed the Commission of an email received from Crane Engineering requesting that HOV be used as their test site for a phase II mobile pilot plant later this summer. Helminger noted that HOV's participation would be similar to that in 2017. The Commission consented to participating as a test site. More details will be provided in the future. Helminger informed the Commission of the receipt of the pre-invoice for the NR101 fees amounting to \$26,151. Helminger also updated the Commission on the sediment basin project; the final revised document was submitted to the DNR on March 13, 2018.

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: 6:45 PM)

SIGNED & APPROVED BY:


Patrick E. Hennessey, Secretary