

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON JUNE 12, 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; Chad Giackino, Regulatory Compliance Manager HOVMSD, John Stoeger of Stoeger & Associates, Kent Taylor of the Village of Little Chute, and Greg Heino of Erickson & Associates

### **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 May 8, 2018 Regular Meeting**

The minutes of the May 8, 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**

Copied for the Commission were the e-mail messages sent between the Commissioners and District Director Helminger. The Commission was also copied on a letter sent to Chad Olsen of McMahon declining sewer service to the Town of Holland.

### **5. Discussion Items**

#### **A. 2017 Audit Presentation by Erickson & Associates**

Greg Heino of Erickson & Associates reviewed the audited financial statements dated 12/31/2017. A motion was made by Commissioner Casper and seconded by Commissioner Siebers to approve the 2017 audited financial statements, management letter, and communication letter, as prepared and presented by Erickson & Associates. A roll call vote was taken: Commissioner Sundelius, yes;

Commissioner Coffey, yes; Commissioner Casper, yes; Commissioner Hennessey, yes; and Commissioner Siebers, yes. Motion carried.

### **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 May 2018 invoice.

### **C. Interceptor Action Plan – May Updates**

District Director Helminger informed the Commission that the field work is complete and lab results from the core samples should be available soon. At this point, relocation of the interceptor to land is technically feasible. Scott Schramm of Strategic Municipal Services plans to have a report prepared for presentation at the August Commission Meeting.

### **D. Adoption of Resolution #179; 2017 Compliance Maintenance Annual Report**

After a review of the 2017 Compliance Maintenance Annual Report (CMAR), a motion was made by Commissioner Hennessey and seconded by Commissioner Siebers to adopt Resolution #179 stating that the HOVMSD Commission has reviewed and understands the CMAR which will be submitted to the Wisconsin DNR. A roll call vote was taken: Commissioner Siebers, yes; Commissioner Sundelius, yes; Commissioner Hennessey, yes; Commissioner Casper, yes; and Commissioner Coffey, yes. Motion carried unanimously. The CMAR was signed by President Casper and Secretary Hennessey.

## ***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 May. Revenue received from the WPS-Fox Energy Center for final effluent purchased in May = \$9,083.02; revenue received to date for 2018 = \$46,765.69. WPS-Fox Energy purchased 24% of the final effluent produced in May.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
<b>cBOD</b>	<b>4.51 mg/L</b>	<b>25 mg/L</b>
<b>Suspended Solids</b>	<b>11.15 mg/L</b>	<b>30 mg/L</b>
<b>Phosphorus</b>	<b>.20 mg/L</b>	<b>1 mg/L</b>
<b>Ammonia-N</b>	<b>.24 mg/L</b>	<b>10 mg/L</b>
<b>Chlorides</b>	<b>466.67 mg/L</b>	

***All permit values were met for May 2018.***

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report. Skogman discussed the higher than normal daily average flows during the first week of May, the Hydrite polymer bench test, and the compliance evaluation inspection with the DNR on 5/9/2018. Flush Septic was contracted to remove a load of grease in the wetwell that entered the plant during the high

flows. Skogman also noted that the rebuild of turbine pump #2 has been delayed. The area velocity flow meter at meter station 5 South has been installed. The drive for the supply fan on the Venmar unit in headworks failed and has been replaced at a cost of \$2620.00.

## 6. Funds

### A. June 2018 Accounts Payable; Action for Approval

After a review and discussion of the bills payable, a motion was made by Commissioner Casper and seconded by Commissioner Coffey to approve payment of the bills in the amount of \$276,568.58. 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 June 2018, along with an explanation of exceedances.

## 7. General Old or New Business

Commissioner Casper noted that he received a call from Donohue Associates regarding the interceptor project. Because of the cost and complexity of the project, Donohue offered their services in conjunction to HOV's engineering contract with Strategic Municipal Services.

District Director Helminger informed the Commissioner that the DNR's plant inspection went well along with the lab audit.

The Commission was copied on a June 5, 2018 letter from Keith Marquardt of the DNR, stating that the DNR has conditionally approved the District's Water Quality Trading Plan, dated 3/4/2018, and prepared by the Fox Wolf Watershed Alliance.

## 8. 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: 6:55 PM)

SIGNED & APPROVED BY:

  
Patrick E. Hennessey, Secretary