

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON JULY 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; Chad Giackino, Regulatory Compliance Manager HOVMSD, and Kent Taylor of the Village of Little Chute

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 June 12, 2018 Regular Meeting

The minutes of the June 12, 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

There was nothing to report under Correspondence.

5. Discussion Items

A. 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 June 2018 invoice.

B. Interceptor Action Plan – Sonar Inspection of Syphon Crossings

The Commission discussed a request by Strategic Municipal Services to hire R & R Visual to perform a sonar inspection of the syphon structures. This inspection would provide information regarding the structural integrity of the siphon system. This

would be a coordinated effort between Great Lakes TV & Seal; R & R would be a sub-contractor of Great Lakes TV & Seal. The Commission directed Staff to contact Great Lakes and get a firm dollar amount for their work along with R & R Visual. There will be more information available at the August Commission Meeting.

C. Outagamie County Landfill Expansion

The Commission received a copy of a letter dated 6/27/2018 from Brian Van Straten of Outagamie County Recycling & Solid Waste. The letter asked for HOV approval to accept and treat leachate from an expansion referred to as the Northwest Landfill. The Commission had a lengthy discussion regarding past issues with ammonia loadings which resulted in a permit violation in early 2018. Commissioner Casper suggested contacting the DNR for their input and guidance. The Commission directed District Director Helminger to draft a letter to the County asking for clarification on a number of questions and concerns brought up during this discussion.

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 June. Revenue received from the WPS-Fox Energy Center for final effluent purchased in June = \$14,353.76; revenue received to date for 2018 = \$61,119.45. WPS-Fox Energy purchased 57% of the final effluent produced in June.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
cBOD	4.71 mg/L	25 mg/L
Suspended Solids	9.99 mg/L	30 mg/L
Phosphorus	.27 mg/L	1 mg/L
Ammonia-N	.40 mg/L	4.4 mg/L
Chlorides	574.17 mg/L	

All permit values were met for June 2018.

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report. Skogman discussed wet weather event of June 18th and provided a mass balance calculation sheet showing the plants effluent quality. Skogman also gave updates on the Actiflow/Daft polymer trials, turbine pump #2, laser flow system meter, annual interceptor manhole inspections, and agricultural land grass buffers and equipment crossings. The Commission also received a copy of a quote from Mulcahy Shaw Water for a laser flow meter and a surcharge kit that would replace the failing flow velocity meters; along with flow data from the laser flow meter that was tested in meter station #5.

The Commission requested an upgrade and succession plan for the metering equipment, along with a cost estimate from Outagamie County for the rock equipment crossings.

6. Funds

A. July 2018 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 \$186,364.54. 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 July 2018, along with a verbal explanation of exceedances from District Director Helminger.

7. General Old or New Business

Employee Handbook Verbiage Modifications: District Director Helminger noted that Staff will be presenting a few modifications to the Employee Handbook at the August Commission Meeting.

Permit Reissuance: Helminger informed the Commission that HOV must make a formal request for blending during high flow situations. This request was not made with the initial permitting paperwork and has been required by the EPA since 2013.

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: 7:27 PM)

SIGNED & APPROVED BY: _____
Patrick E. Hennessey, Secretary