

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON **NOVEMBER 13, 2018** AT THE HEART OF THE VALLEY MEETING ROOM.

**Members Present:** David Casper - President  
Bruce Siebers - Vice President  
Patrick Hennessey - Secretary  
John Sundelius - Commissioner

**Absent:** Kevin Coffey - excused

**Also Present:** Brian Helminger - District Director HOVMSD  
Chad Giackino - Regulatory Compliance Manager HOVMSD  
Ed Nevers - Donohue & Associates  
Mike Gerbitz - Donohue & Associates  
John Stoeger - Stoeger & 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 October 9, 2018 Regular Meeting and the October 23, 2018 Special Meeting**

The minutes of the October 9, 2018 Regular Meeting and the October 23, 2018 Special Meeting were presented to the Commission. A motion was made by Commissioner Siebers and seconded by Commissioner Hennessey 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.

### **5. Discussion Items**

## **A. Donohue & Associates – Project Manager Transition**

Ed Nevers of Donohue informed the Commission of his retirement from Donohue & Associates and introduced Mike Gerbitz as his replacement.

## **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 October 2018 invoice.

## **C. Legal Representative Conflict of Interest Waiver**

A motion was made by Commissioner Casper to give consent to Axley Brynelson's representation of Wisconsin Public Service Corporation in matters unrelated to HOV, now and in the future. Commissioner Sundelius seconded the motion. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Hennessey, yes; and Commissioner Siebers, yes. Motion carried. Commission President Casper signed the Conflict of Interest Waiver.

## **D. Adoption of Resolution #182; Levy Abatement**

A motion was made by Commissioner Hennessey and seconded by Commissioner Siebers to adopt Resolution #182; Resolution Abating Levy of 2018 Real Estate Taxes. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Hennessey, yes; and Commissioner Siebers, yes. Motion carried. The Resolution was signed by Commission Secretary Hennessey.

## ***PLANT REPORTS:***

### **1. 2018 Flows & Revenues Report / Plant Operation Summary**

The Commission received a copy of the hydraulic & organic loadings data, along with flow & strength charts, which shows the year to date surplus/deficit revenue for the month of October. Revenue received from the WPS-Fox Energy Center for effluent purchased in October = \$7,737.18; revenue received to date for 2018 = \$112,369.43. WPS-Fox Energy purchased 21% of the effluent produced in October.

The average effluent concentrations for **October 2018** were as follows:

	<u>Monthly Average</u>	<u>Permit Limit</u>
<b>cBOD</b>	<b>5.14 mg/L</b>	<b>25 mg/L</b>
<b>Suspended Solids</b>	<b>18.19 mg/L</b>	<b>30 mg/L</b>
<b>Phosphorus</b>	<b>.26 mg/L</b>	<b>1 mg/L</b>
<b>Ammonia-N</b>	<b>.69 mg/L</b>	<b>4.4 mg/L</b>
<b>Chlorides</b>	<b>404.62 mg/L</b>	

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

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report and updated the Commission on the completion of bio-solids hauling, PLC Firmware update, and ATAD digester cleaning.

## **6. Funds**

### **A. November 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 Sundelius to approve payment of the bills in the amount of \$365,481.80. A roll call vote was taken: Commissioner Casper, 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 November 2018, along with an explanation of exceedances.

## **7. General Old or New Business**

*Commission Objectives for 2019:* The Commission discussed several objectives for 2019 including the interceptor project, completion of laser meter installations, tertiary filter project, the review of pretreatment charges, and signage on HOV properties.

## **8. 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: 7:35 PM)

**SIGNED & APPROVED BY:** \_\_\_\_\_  
**Patrick E. Hennessey, Secretary**