

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON MARCH 12, 2019 AT THE HEART OF THE VALLEY MEETING ROOM.

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

**Absent:** None

**Also Present:** Brian Helminger - District Director HOVMSD  
Dawn Bartel - Office Manager HOVMSD  
Kevin Skogman - Director of Operations & Maintenance HOVMSD  
Chad Giackino - Regulatory Compliance Manager HOVMSD  
Scott Schramm – Strategic Municipal Services  
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 February 26, 2019 Special Meeting**

The minutes of the February 26, 2019 Special Meeting were presented to the Commission. A motion was made by Commissioner Siebers and seconded by Commissioner Sundelius 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**

Nothing to discuss 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 February 2019 invoice.

### **B. Strategic Municipal Services - Interceptor Work Plan for 2019**

Scott Schramm of Strategic Municipal Services reviewed his memorandum dated 3/2/2019 which identified goals, objectives, and timeline for 2019. After a discussion a motion was made by Commissioner Casper and seconded by Commissioner Sundelius to accept the 2019 Priority Action Plan-Phase 4 proposal from Strategic Municipal Services, not to exceed \$78,030; and work to evaluate the MIC progression with as minimal testing as possible. 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.

### **C. Intern Co-op Job Description – Discussion & Approval**

After a discussion the Commission agreed to hire a summer intern with a few changes to the proposed job description. The Commission stressed that the essential duties should have academic value and the intern should be spending the majority of his/her time learning operations, maintenance, and lab. Also discussed was having the employee present a written report upon completion of the internship.

### **D. Chemical/Utility Use Report for 2018**

Kevin Skogman, Director of Operations & Maintenance, provided a written update showing the chemical usages for 2018, along with gas, electric, and water consumption. The report also detailed the cost of the chemicals purchased, gallons purchased, and cost per MGD treated. Skogman noted that 96.2% of phosphorus was removed in 2018. The Commission asked staff to find out how HOV compares to other plants of the same size.

## ***PLANT REPORTS:***

### **1. 2019 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 February 2019. Revenue received from the WPS-Fox Energy Center for effluent purchased in February = \$8,968.15; revenue received to date for 2019 = \$20,483.91. WPS-Fox Energy purchased 43% of the effluent produced in February.

The average effluent concentrations for **February 2019** were as follows:

	<u>Monthly Average</u>	<u>Permit Limit</u>
<b>BOD5</b>	<b>9.04 mg/L</b>	<b>25 mg/L</b>
<b>Suspended Solids</b>	<b>10.64 mg/L</b>	<b>30 mg/L</b>

<b>Suspended Solids</b>	<b>246.00 lbs.</b>	<b>801 lbs.</b>
<b>Phosphorus</b>	<b>.23 mg/L</b>	<b>1 mg/L</b>
<b>Ammonia-N</b>	<b>.51 mg/L</b>	<b>10 mg/L</b>
<b>Chlorides</b>	<b>706.67 mg/L</b>	

***All permit values were met for February 2019.***

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report and updated the Commission on the laser flow meters, the turbine pump #1 rebuild, and ATAD jet mix pumps. Plant operations and treatment went well for the month of February. Pounds limits for suspended solids were met and no credits were used from the treatment basin. Skogman also noted that the motor on the day tank mixer needed repair and was sent to L & S Electric. After a discussion, a motion was made by Commissioner Hennessey and seconded by Commissioner Siebers to purchase a new mixer from Energenecs for \$12,715. 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.

## **6. Funds**

### **A. March 2019 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 Coffey to approve payment of the bills in the amount of \$176,298.88. 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 March 2019, along with an explanation of exceedances.

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

- ✓ *Crane Engineering Site Request:* The Commission consented to Crane Engineering returning to the plant for additional pilot testing in May and June. An updated indemnification agreement and certificate of insurance will be requested.
- ✓ *Annual Community Meeting Date/Agenda:* District Director Helminger asked for Commission input on the topics for discussion at the annual community meeting. The agenda for Wednesday, April 24<sup>th</sup> will include updates on I/I by Donohue & Associates, interceptor status/progress, FOG Program, sedimentation basin, and chemical use/treatment costs.

- ✓ *Community Reporting Form*: The Commission requested staff to draft a single page reporting form for the communities to use to update HOV on new business activity/change of ownership within their community.

## **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: 7:56 PM)

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