

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON **APRIL 9, 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
Tracey Webb - Donohue & Associates
Mike Gerbitz - Donohue & Associates
Kent Taylor - 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 March 12, 2019 Special Meeting

The minutes of the March 12, 2019 Special 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.

5. Discussion Items

A. Donohue & Associates 2018 I/I Clearwater Review; Tracey Webb

Tracey Webb of Donohue gave a power point presentation on the analysis and observations of the 2018 clear water (I/I) flow component of the overall HOVMSD wastewater flow. HOVMSD has implemented a self-regulated sustainability program to maintain, monitor, and regulate flow to the WWTP. The goal of the sustainability program is to maintain or extend the longevity of the WWTP and interceptor capacity by not increasing the existing level of clear water in the system and decreasing the clear water entering the system where possible. Included in Tracey's presentation was plant performance & antecedent moisture model analysis, individual community performance summaries, and peak flow data. This information will also be presented at the annual community meeting on April 24, 2019.

After a discussion, the Commission directed Tracey to prepare an extension of services contract for approval at the May 14th Regular Commission Meeting.

B. Adoption of Resolution #183; WI Public Employers Group Health Insurance

After a discussion, a motion was made by Commissioner Coffey and seconded by Commissioner Hennessey to adopt Resolution #183; WI Public Employers Group Health Insurance Program. This is an updated resolution to show continuance in the program. 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. 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 2019 invoice.

D. Village of Little Chute Connection Fees

After a discussion, a motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to waive the interest due on connection fees since 2013 for the Village of Little Chute, without precedence. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, abstained; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried.

E. Compensation Plan RFP's – Discussion & Possible Action

After a review of the compensation plan proposals received from Baker Tilly and Carlson Dettmann, the Commission consented to hire Carlson Dettmann and directed District Director Helminger to request an Agreement from Carlson Dettmann for formal action at the May 14, 2019 meeting.

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 March 2019. Revenue received from the WPS-Fox Energy Center for effluent purchased in March = \$12,108.26; revenue received to date for 2019 = \$32,592.18. WPS-Fox Energy purchased 34% of the effluent produced in March.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
BOD5	9.51 mg/L	25 mg/L
Suspended Solids	10.46 mg/L	30 mg/L
Suspended Solids	590.91 lbs.	801 lbs.
Phosphorus	.29 mg/L	1 mg/L
Ammonia-N	.46 mg/L	10 mg/L
Chlorides	595.38 mg/L	

All permit values were met for March 2019.

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report and updated the Commission on the day tank mixer, laser flow meters, ATAD jet mix pumps, and turbine pump rebuild. Skogman also talked about the wet weather event on March 14, 2019 which caused 470,000 gallons to be diverted around secondary treatment with a total influent flow of 24 million gallons. The suspended solids pounds limit for the week averaged 1321; the permit limit is 1345.

6. Funds

A. April 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 Casper to approve payment of the bills in the amount of \$264,918.79. 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 April 2019, along with an explanation of exceedances.

7. General Old or New Business


- ✓ *Annual Community Meeting Agenda:* District Director Helminger noted that the annual meeting agenda will be similar to last year with a plant update, I/I presentation by Tracey Webb of Donohue, a FOG presentation by John Stoeger, and an interceptor progress update.

- ✓ *Wastewater Intern:* District Director Helminger noted that he's received one applicant from NWTC for the intern position.
- ✓ *Meeting Time Change:* After a discussion the Commission consented to start the regular commission meetings at 5:00 PM instead of 6:00 PM starting May 14, 2019.

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: 7:58 PM)

SIGNED & APPROVED BY: _____


Patrick E. Hennessey, Secretary