

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON JUNE 11, 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  
John Stoeger – Stoeger & Associates  
Greg Heino – Erickson & Associates  
Kent Taylor – Village of Little Chute

### **1. 5:00 p.m. Call to Order – Roll Call**

President Casper called the meeting to order at 5:00 PM.

### **2. Public Appearances**

No appearances were made.

### **3. Approval of the Minutes of the May 14, 2019 Regular Meeting**

The minutes of the May 14, 2019 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Siebers 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. 2018 Audit Presentation by Greg Heino of Erickson & Associates**

Greg Heino of Erickson & Associates reviewed the audited financial statements dated 12/31/2018. The Commission also received a copy of the management letter and communication letter, as prepared and presented by Erickson & Associates.

### **B. FOG Program Update by John Stoeger**

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 2019 invoice. Stoeger questioned the legal time requirement for keeping FOG documentation and records. Commissioner Siebers informed the group of a new restaurant in Kimberly, Savor Food & Spirits.

### **C. Adoption of Resolution #184; 2018 Compliance Maintenance Annual Report**

After a review of the 2018 Compliance Maintenance Annual Report (CMAR), a motion was made by Commissioner Casper and seconded by Commissioner Siebers to adopt Resolution #184 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. 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 April 2019. Revenue received from the WPS-Fox Energy Center for effluent purchased in May = \$9,363.57; revenue received to date for 2019 = \$55,779.00. WPS-Fox Energy purchased 24% of the effluent produced in May.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
<b>BOD5</b>	<b>8.86 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>6.48 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>414.27 lbs.</b>	<b>801 lbs.</b>
<b>Phosphorus</b>	<b>.15 mg/L</b>	<b>1 mg/L</b>
<b>Ammonia-N</b>	<b>1.37 mg/L</b>	<b>11 mg/L</b>
<b>Chlorides</b>	<b>468.46 mg/L</b>	

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

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report and updated the Commission on the wet weather event on May 27<sup>th</sup> which caused a blending event. His report also gave updates on the day tank mixer, grass buffers, and the installation of the turbine pump. Skogman

provided flow data comparing the new laser meters to the flume meters at two metering stations. The plan is to have the laser meters installed and fully functioning at the remaining meter stations by 1/1/2020. Commission directed staff to notify Donohue of the installation of the new meters.

## **6. Funds**

### **A. June 2019 Accounts Payable; Action for Approval**

After a review and discussion of the bills payable, a motion was made by Commissioner Hennessey and seconded by Commissioner Siebers to approve payment of the bills in the amount of \$228,577.53. 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 June 2019, along with an explanation of exceedances.

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

District Director Helminger noted that Crane Engineering will be on-site through August. Helminger also asked for Commission interest in attending WEFTEC in Chicago. Commissioner Casper asked staff if there are periodic visual inspections of the marine manholes for foreign objects. Commissioner Coffey noted that he is unable to attend the July Commission Meeting.

## **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: 6:10 PM)

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