

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON SEPTEMBER 10, 2019 AT THE HEART OF THE VALLEY MEETING ROOM.

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

**Absent:** None

**Also Present:** Brian Helminger - District Director HOVMSD  
Dawn Bartel - Office Manager HOVMSD  
Chad Giackino – Regulatory Compliance Manager HOVMSD  
Karen Brake – Accounts Payable/Asset Coordinator HOVMSD  
Mike Gerbitz – Donohue & Associates  
Patrick Glynn – Carlson Dettmann

### **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 August 13, 2019 Regular Meeting**

The minutes of the August 13, 2019 Regular 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 and an 8/26/2019 response letter to the DNR declining their request for influent and effluent PFAS testing.

### **5. Discussion Items**

#### **A. Donohue Engineering Services Agreement by Mike Gerbitz**

After a review and discussion, a motion was made by Commissioner Coffey to accept the proposal for Task Order 1 to Continuing Professional Services

Agreement for a plant capacity evaluation from Donohue, in the amount of \$25,400. The motion was seconded by Commissioner Siebers. 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. The Commission asked that the Standard Terms & Conditions be reviewed by legal counsel prior to the District Director signing the Contract.

**B. Salary Study Discussions by Patrick Glynn of Carlson Dettmann**

A motion was made by Commissioner Casper and seconded by Commissioner Siebers to enter into a Closed Session pursuant to Wisconsin State Statute 19.85 (1)(c) regarding employee compensation. Motion carried. (5:36 PM)

A motion was made by Commissioner Sundelius and seconded by Commissioner Hennessey to end the Closed Session and return to Open Session. Motion carried. (6:47 PM)

The Commission requested a Closed Session on the October agenda to discuss implementation details of the salary study and possible action.

**C. 2020 Budget Workshop**

The Commission and Staff reviewed the 2020 proposed budget figures including, replacement information, debt service, and rate & income data. Also discussed were formulas and options for fund balance applied. The proposed 2020 budget of \$6,480,437 reflects a 0.95% decrease from 2019. The proposed rates for 2020 are as follows: Flow \$0.514/1000 gallons; BOD \$0.187/pound; Suspended Solids \$0.216/pound; Phosphorus \$5.506/pound; Ammonia-N \$1.046/pound; and Chlorides \$0.003/pound. The 2020 budget and rate parameters will be officially adopted at the October 8, 2019 Regular Commission Meeting/Public Hearing.

**D. 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 August 2019 invoice.

**E. Process Return Pump Repair**

A motion was made by Commissioner Casper and seconded by Commissioner Coffey to authorize the purchase a Fairbanks impeller with stainless steel wear ring (Model B5444LK CW IMP) from L.W. Allen at a cost of \$11,472. 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.

***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 August 2019. Revenue received from the WPS-Fox Energy

Center for effluent purchased in August = \$15,480.07; revenue received to date for 2019 = \$99,434.45. WPS-Fox Energy purchased 62% of the effluent produced in August.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
<b>BOD5</b>	<b>8.35 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>15.16 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>236.08 lbs.</b>	<b>801 lbs.</b>
<b>Phosphorus</b>	<b>.29 mg/L</b>	<b>1 mg/L</b>
<b>Ammonia-N</b>	<b>.48 mg/L</b>	<b>4.4 mg/L</b>
<b>Chlorides</b>	<b>646.92 mg/L</b>	

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

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report and updated the Commission on plant operations for August, bio-solids hauling, Biostyr blower fail, the repair of peak flow pump #4, and an update on the laser flow meters. Due to rain, the rock equipment crossings and cleanup of the grass buffer zone has been delayed.

## **6. Funds**

### **A. September 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 Hennessey to approve payment of the bills in the amount of \$291,344.55. 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 September 2019, along with an explanation of exceedances.

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

*Interceptor Action Plan:* Scott from SMS has retrieved the concrete sample tabs for bio film testing. Great Lakes will now be able to start the televising. There will be a special commission meeting on Tuesday, October 22<sup>nd</sup> at 5:00 PM to discuss results of the biofilm testing and next steps.

*Village of Little Chute/Outagamie County Landfill:* District Director Helminger noted that HOV hosted a meeting with the Village of Little Chute to discuss the landfill leachate issue along with HOV permit compliance and TMDL, community growth and increased loadings, flow measurement and sampling methods, pretreatment and local limits with District-wide repercussions, the interceptor condition assessment, and H2S levels at

meter stations. Little Chute is purchasing odologs for atmospheric monitoring and plans televising efforts of their mainline sewers carrying the leachate.

*Crane Oystra Pilot:* District Director Helminger noted that Crane anticipates having the pilot unit removed by month end. It will then be shipped to Seattle for a two-week trial on high solids content septage. After the first of the year the unit will be shipped to Senegal, Africa.

## **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: 7:43 PM)

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