

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT SPECIAL MEETING HELD ON JUNE 23, 2020 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
Kevin Skogman - Director of Operations & Maintenance HOVMSD
Dawn Bartel - Office Manager HOVMSD
Chad Giackino – Regulatory Compliance Manager HOVMSD
Kaukauna Mayor Tony Penterman

1. 5:00 PM. Call to Order – Roll Call

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

2. Financial Discussions

2019 Unrestricted Revenue: District Director Helminger reviewed three options for the 2019 unrestricted revenue of approximately \$964,546. 1) Deposit the surplus into the Master Plan/Compliance Fund with the Local Government Investment Pool. 2) Use the funds for debt payoff of a Clean Water Fund loan which would also save nearly \$47,000 in interest, and 3) Incorporate the surplus as part of the fund balance applied calculation for the 2021 budget and rates. The Commission directed Helminger to contact legal counsel regarding the above three options and find out what HOV's statutory authority is for the use of surplus funds. There will be more discussion at the July Regular Commission Meeting.

District Projects/Clean Water Fund Debt Service: The Commission discussed future projects that would require loans/clean water funding: interceptor project, effluent filtration, plant upgrades and technology enhancements. Commissioner Casper requested that a second community meeting be scheduled prior to budget time so the communities can be updated on these future projects and possible expenditures.

Sewer Loading Projections/Sewer Rates: After a discussion, a motion was made by Commissioner Coffey and seconded by Commissioner Siebers to approve revisions to the flow and loadings projections used to generate 2020 sewage rates, effective July 1, 2020. A roll call vote was taken: Commissioner Casper, yes; Commissioner Siebers, yes; Commissioner Coffey, yes; Commissioner Sundelius,

yes; and Commissioner Coffey, yes. Motion carried unanimously. These revised calculations will lower rates for the second half of 2020. The Commission then directed District Director Helminger to send an explanatory letter to the communities regarding this rate adjustment, and to meet community leaders in person if warranted.

Laser Metering & Billing Options: The Commission agreed that the new laser meters are state of the art and represent the best technology available for sewage flow measurement. The Commission discussed the implications of the laser flow meter billing data versus the ultrasonic and acknowledged the economic impact, primarily on the Village of Little Chute. The Commission consented to implement the laser flow meters for billing purposes beginning January 1, 2021. The Commission directed staff to notify the communities of this implementation date and that the ultrasonic meters will be used through 2020 unless there is a meter fail, in which case the laser data would then be used. Commissioner Casper requested that this item be placed as a priority topic on the agenda for the next community meeting ensuring member communities are fully aware of this change prior to 2021 budget deliberations.

Support & Donation Policy: A motion was made by Commissioner Casper and seconded by Commissioner Hennessey to adopt the Organizational and Financial Support Policy as presented. A roll call vote was taken: Commissioner Casper, yes; Commissioner Siebers, yes; Commissioner Coffey, yes; Commissioner Sundelius, yes; and Commissioner Coffey, yes. Motion carried unanimously. The Commission directed staff to include this as a new line item for the 2021 HOVMSD budget.

3. General Old or New Business

The Commission received a brief update of the work session with Donohue last week. After reviewing the facilities plan from the last upgrade, future flow and organic loads were projected using population projections from the member communities. In comparison to current influent strength, the calculated strengths used to size the plant are comparatively low.

Staff informed the Commission that the DNR advised HOV to remove the numerical chlorides limit from the Sewer Use Ordinance. The limit was incorporated into the Sewer Use Ordinance with the intent of it being protective of the stainless-steel piping used in the last plant upgrade.

4. 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: 6:09 PM)

SIGNED & APPROVED BY: _____
Patrick E. Hennessey, Secretary