

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON MARCH 9, 2021 AT THE CITY OF KAUKAUNA COUNCIL CHAMBERS

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
Kevin Skogman - Director of Operations & Maintenance HOVMSD
Chad Giackino - Regulatory Compliance Manager HOVMSD
Lisa Cruz - Red Shoes, Inc.
Mike Gerbitz - Donohue & Associates
Allyn Dannhoff - Village of Kimberly
Via Zoom:
Danielle Block - Village of Kimberly
John Neumeier - City of Kaukauna
Mayor Penterman - City of Kaukauna

1. 5:30 p.m. Call to Order – Roll Call

President Casper called the meeting to order at 5:30 PM.

2. Public Appearances

No appearances were made.

3. Approval of the Minutes of the February 9, 2021 Regular Meeting and the March 2, 2021 Special Meeting

The minutes of the February 9, 2021 Regular Meeting and the March 2, 2021 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

There was nothing to discuss under Correspondence.

5. Discussion Items

A. Lisa Cruz of Red Shoes, Inc. Services Proposal; Discussion & Possible Action

After a discussion the Commission directed District Director Helminger to obtain an additional proposal for consideration at the April 13, 2021 meeting.

B. Task Order #1 Master Planning Report – Mike Gerbitz of Donohue

Mike Gerbitz of Donohue presented a power point presentation summarizing the findings on the plant influent loadings and treatment unit process capacity. The data was summarized in a series of graphs that showed loadings on an average daily and maximum monthly basis in comparison to the rated capacity of the plant. The suspended solids and phosphorus loadings are well within the design capacity and are not concerning at this time. The graphs for BOD5 (biochemical oxygen demand) and TKN (total kjeldahl nitrogen) show the loads have reached or exceeded the rated biological capacity of the Biostyr. The BOD5 load represents a population equivalent of 16,000 more people than the estimated service population. The TKN load is equivalent to 26,000 more people than are currently being served.

The District's effluent has been consistently compliant in spite of the high loadings leading Donohue to suggest that the actual true capacity of the plant is higher than its current rating. Donohue recommends future warm and cold weather stress testing of the treatment plant to determine what loads the plant can assimilate while continuing to produce permit compliant effluent.

In addition to stress testing, Donohue suggests the District closely monitor industrial waste sources and to evaluate the potential for a change in the media in the Biostyr process that has shown an ability to treat more waste load. This evaluation would be done by processing HOVMSD influent in a small-scale pilot plant to determine how it would work in a full-scale application at the HOVMSD site.

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 and site visit correspondence. The Commission also received an itemized copy of the February 2021 invoice.

D. Interceptor Action Plan

Monthly Activity Report from Strategic Municipal Services: Scott of SMS reviewed a memo dated 3/2/2021 which outlined the current activity and interactions with various stakeholders, and noted that there will be a second contractor meeting in April along with structure and interceptor field observations.

Discussion & Possible Action SMS Contract:

A motion was made by Commissioner Casper and seconded by Commissioner Coffey to enter into a contract with Strategic Municipal Services for interceptor design through

bidding at a cost not to exceed \$622,550. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; Commissioner Sundelius, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

E. Discussion & Response to City of Kaukauna letter dated 3/3/2021

The Commission acknowledged receipt of a letter from Kaukauna Mayor Tony Penterman, dated 3/3/2021, stating the City’s opposition to action taken at the HOV Commission meeting on 3/2/2021 regarding the allocation of the interceptor rehab project debt service to the flow parameter of the District’s future budgets. Commissioner Casper and District Director Helminger will attend the City of Kaukauna’s Board of Public Works meeting on March 15, 2021 to address concerns and explain the rationale used by the District for financing the interceptor project.

F. COVID-19 Current Pandemic Status

HOVMSD employees continue to practice workplace safety measures and social distancing. Several employees have received their first dose of the Covid-19 vaccination. Commission meetings will continue to be held at the City of Kaukauna Council Chambers until further notice.

PLANT REPORTS:

1. 2021 Flows & Revenues Report / Plant Operation Summary

The Commission received a copy of the hydraulic & organic loadings data, along with flow & strength projections, which shows the year-to-date surplus/deficit revenue for the month of February 2021. Revenue received from the WPS-Fox Energy Center for effluent purchased in February = \$11,163.64; Revenue received to date for 2021 = \$25,350.14. WPS-Fox Energy purchased 51% of the effluent produced in February.

The average effluent concentrations for **February 2021** were as follows:

	<u>Monthly Average</u>	<u>Permit Limit</u>
BOD	9.3 mg/L	25 mg/L
Suspended Solids	11 mg/L	30 mg/L
Suspended Solids	206 lbs.	801 lbs.
Phosphorus	.31 mg/L	1 mg/L
Ammonia-N	.42 mg/L	10 mg/L
Chlorides	808 mg/L	

All permit values were met for February 2021

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report and updated the Commission on plant operations for February. Kevin’s memo included updates on laser flow meter modems, rydlyme biodegradable descaler, phosphorus analyzer, and Vogelsang pump rebuild.

6. Funds

A. March 2021 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 Coffey to approve payment of the bills in the amount of \$229,044.20. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; Commissioner Sundelius, yes; and Commissioner Hennessey, yes. Motion carried unanimously. The Commission signed the check voucher register which includes general, pre-paid, and petty cash checks.

B. Budget Comparison Report

The Commission received a Budget Comparison Report, along with an explanation of exceedances.

7. General Old or New Business

- Helming informed the Commission of a recent letter where the Wisconsin DNR has approved the district's phosphorus compliance plan that will install tertiary effluent CMDF (Cloth Media Disk Filter) to achieve very low effluent phosphorus concentrations and remove additional suspended solids.

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: 7:17 PM)

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