

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON **JUNE 8, 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  
Dawn Bartel - Office Manager HOVMSD  
Mike Gerbitz - Donohue & 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 11, 2021 Regular Meeting**

The minutes of the May 11, 2021 Regular 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 was an article in the Times Villager dated 6/2/2021 announcing that the Heart of the Valley MSD has been selected as the recipient of the 2021 Operations Award for the State of Wisconsin by Central States Water Environment Association.

### **5. Discussion Items**

#### **A. Project Updates – Mike Gerbitz of Donohue**

- **Disk Filter Project / Disk Filter Equipment Procurement**

Mike Gerbitz of Donohue gave an update on the progress of the disk filter project. After a discussion the commission consented to negotiating a price with Kruger for direct procurement of the filters. Gerbitz also informed the commission that the project is on schedule and Donohue is entering the final stages of design.

- **2021 Antecedent Moisture Model Progress**

Mike Gerbitz of Donohue gave a progress report on the new antecedent moisture and collection system model. Mike noted that in 2006 the best available technology was used to evaluate I/I performance which included ultrasonic flow meters, antecedent moisture model, and collection system model. The existing model is now over 15 years old and the transition to an updated and more robust antecedent model is in progress. The new model is commercially available and supported and can be recalibrated annually incorporating changes in the service area. The new technology allows for results to be compared against both community collection system performance and common industry I/I standards. It was determined that calibration of the new model will require 15-minute flow data from the laser flowmeters. In early 2021, the laser flowmeter data was tied to the SCADA system and will be used to calibrate the new AMM in early 2022.

Commissioner Casper noted that given the transition this year, messaging to the communities at the upcoming community meeting on June 30<sup>th</sup> should be brief for 2020 and present the changes and improvements they can expect to see in 2021.

**B. Discussion & Possible Action on Ehlers Long Range Cash Flow and Debt Modeling Analysis Proposal dated 5/20/2021**

A motion was made by Commissioner Siebers to accept the proposal from Ehlers Public Finance Advisors, dated 5/20/2021, for long range cash flow modeling and debt analysis, not to exceed \$5,000. The motion was seconded by Commissioner Sundelius. 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. Ehlers will be making a presentation at the July 13<sup>th</sup> Commission meeting.

**C. Interceptor Action Plan – Monthly Activity Report from Strategic Municipal Services**

Scott Schramm of SMS provided a memo dated 6/2/2021 which briefed the commission on the current activity and interactions with various stakeholders and the completion of field observations and review of meter station structure conditions. Scott noted he is also reviewing bypass routes, annual flow data, and wet weather statistics. Scott will be making a presentation at the community meeting on June 30<sup>th</sup>.

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

## **E. DNR Correspondence – PFAS/PFOA**

The Commission received documentation from the Wisconsin DNR showing that there are small traces of PFAS in the effluent sample taken by the DNR on 2/2/2021. The Commission and District Director Helminger talked about whether or not the District should begin testing for PFAS in the influent and effluent on a quarterly basis, along with industrial sites. The Commission directed staff to investigate if other plants have taken action and what they have done and present findings at the July commission meeting.

## **F. 2020 Asset Management Report**

The Commission received a copy of the 2020 asset management report including purchased assets, depreciation, and a plant breakdown of costs. As of 2020 the asset threshold was increased to \$2500.00.

## **G. Adoption of Resolution #193; 2020 Compliance Maintenance Annual Report**

After a review of the 2020 Compliance Maintenance Annual Report (CMAR), a motion was made by Commissioner Casper and seconded by Commissioner Hennessey to adopt Resolution #193 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 Coffey, yes; and Commissioner Casper, yes. Motion carried unanimously. The CMAR was signed by President Casper and Secretary Hennessey.

## ***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 in revenue for the month of May 2021. Revenue received from the WPS-Fox Energy Center for effluent purchased in May = \$9,735.97; Revenue received to date for 2021 = \$62,647.01. WPS-Fox Energy purchased 30% of the effluent produced in May.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
<b>BOD</b>	<b>6.2 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>5.8 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>211 lbs.</b>	<b>801 lbs.</b>
<b>Phosphorus</b>	<b>.28 mg/L</b>	<b>1.0 mg/L</b>
<b>Ammonia-N</b>	<b>.38 mg/L</b>	<b>11 mg/L</b>
<b>Chlorides</b>	<b>656 mg/L</b>	

***All permit values were met for May 2021***

Kevin Skogman, Director of Operations & Maintenance, provided a written

O & M Report and updated the Commission on plant operations for May. Kevin's memo included updates on the failing of the guide rail system on one of the water champs, the roof replacement of the digester control room, and laser flow meter modems.

## 6. Funds

### A. June 2021 Accounts Payable; Action for Approval

After a review and discussion of the bills payable, a motion was made by Commissioner Coffey and seconded by Commissioner Hennessey to approve payment of the bills in the amount of \$405,370.91. 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 a verbal explanation of exceedances.

## 7. General Old or New Business

*Community Meeting:* District Director Helminger noted that the next quarterly community meeting will be held on Wednesday, June 30<sup>th</sup> at the Village of Kimberly.

*Internship:* A summer intern has been hired and started on June 1<sup>st</sup>.

*Leonard & Finco Public Relations:* The Commission requested that Leonard & Finco provide them with a monthly progress report.

## 8. Adjournment

With no further business before the Commission, a motion was made by Commissioner Sundelius and seconded by Commissioner Siebers to adjourn the meeting. Motion carried unanimously. (Time: 6:44 PM)

**SIGNED & APPROVED BY:** \_\_\_\_\_

**Patrick E. Hennessey, Secretary**