

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON AUGUST 10, 2021 AT THE CITY OF KAUKAUNA COUNCIL CHAMBERS

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

**Absent:** Bruce Siebers, excused

**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

### **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 July 13, 2021 Regular Meeting**

The minutes of the July 13, 2021 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Sundelius 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. Jon Cameron of Ehlers – Long Range Cash Flow & Debt Modeling Analysis**

District Director Helminger informed the Commission that the Department of Administration/Clean Water Fund is on board with offering a flexible payback schedule for the new interceptor debt. Jon Cameron of Ehlers will be present at the September commission meeting to discuss this option in more detail. Commissioner Casper asked that

the Department of Administration provide something in writing with a clear understanding of the terms and conditions of the loan.

**B. FOG Program Update – John Stoeger**

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 July 2021 invoice.

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

Scott Schramm of SMS provided a memo dated 8/2/2021 which briefed the commission on the current activity and interactions with various stakeholders, review of TV report documentation and bypass routes, and preparation of contractor team working meetings, district working meetings, and field observations. Commissioner Casper requested that SMS provide a breakdown of tasks completed vs. project timeline and budget status vs. tasks completed.

**D. Leonard & Finco Update – Monthly Activity Report**

Leonard & Finco provided a written monthly update of projects completed in July as well as a list of upcoming tasks.

***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 July 2021. Revenue received from the WPS-Fox Energy Center for effluent purchased in July = \$15,217.11; Revenue received to date for 2021 = \$93,779.28. WPS-Fox Energy purchased 36% of the effluent produced in July.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
<b>BOD</b>	<b>13.5 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>15.1 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>725 lbs.</b>	<b>801 lbs.</b>
<b>Phosphorus</b>	<b>.34 mg/L</b>	<b>1.0 mg/L</b>
<b>Ammonia-N</b>	<b>.45 mg/L</b>	<b>4.4 mg/L</b>
<b>Chlorides</b>	<b>493 mg/L</b>	

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

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

O & M Report on plant operations for July. Kevin's memo included updates on the increased cost of a new water champ guide rail system, laser flow meter modems, installation of a drive for the reuse pump, the shortage of sulfuric acid which should be resolved by late September, and the installation of a Biostyr effluent phosphorus analyzer.

## 6. Funds

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

After a review and discussion of the bills payable, a motion was made by Commissioner Casper and seconded by Commissioner Hennessey to approve payment of the bills in the amount of \$270,079.51. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, 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.

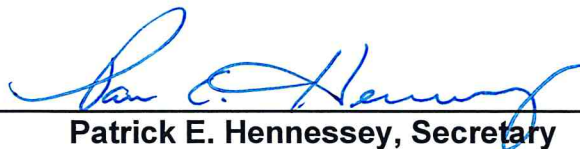
## 7. General Old or New Business

The Commission received a copy of website observations & upgrade recommendations from Leonard & Finco.

## 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: 5:17 PM)

SIGNED & APPROVED BY:

  
Patrick E. Hennessey, Secretary