

MINUTES

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

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 OVMSD
Chad Giackino - Regulatory Compliance Manager HOVMSD
Dawn Bartel - Office Manager HOVMSD

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 October 12, 2021 Regular Meeting, the October 26, 2021 Special Meeting, and the October 28, 2021 Special Community Meeting

The minutes of the October 12, 2021 Regular Meeting, the October 26, 2021 Special Meeting, and the October 28, 2021 Special Community Meeting were presented to the Commission. A motion was made by Commissioner Siebers 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

The Commission received a copy of a Times Villager article dated 11/3/2021 regarding the special community meeting on 10/28/2021 where the communities were updated on the interceptor rehabilitation project.

5. Discussion Items

A. Outagamie County Landfill; Discussion of 10/19/2021 Correspondence

The Commission received a copy of correspondence from the Outagamie County Recycling & Solid Waste, dated 10/19/2021. The letter provided a summary of a meeting held on 9/21/2021 to discuss the Foth leachate options memo dated 8/20/2021. Commissioner Siebers asked staff to prepare a fact sheet summarizing the loadings history, impact on the plant, and HOV concerns. After a lengthy discussion the commission decided that clarification is needed to determine what options are available to reduce plant loads and what the process would be to set load limits or discharge prohibitions. They also consented to getting assistance from an engineering consultant in navigating and calculating a local limit. A closed session will be held at the December 14th commission meeting to discuss the leachate loading issues with the District's legal counsel.

B. Adoption of Resolution #198; Abating Levy

A motion was made by Commissioner Coffey and seconded by Commissioner Sundelius to adopt Resolution #198; Resolution Abating Levy of 2021 Real Estate Taxes. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Hennessey, yes; and Commissioner Siebers, yes. Motion carried. The Resolution was signed by Commission Secretary Hennessey.

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 October 2021 invoice.

D. Strategic Municipal Services – Interceptor Action Plan Monthly Activity Report

Scott Schramm of SMS provided an activity/next steps summary for October 2021.

E. Leonard & Finco – Monthly Activity Report

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

F. Inventory/Critical Components

Staff expressed concern regarding the procurement of electronic components & parts. The District has ordered critical electrical components that are not readily available and in very short supply, necessitating select items be purchased in advance and kept in inventory. The commission agreed that stock inventory is critical for plant operations.

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 October 2021. Revenue received from the WPS-Fox Energy Center for

effluent purchased in October = \$10,058.18; Revenue received to date for 2021 = \$132,933.27. WPS-Fox Energy purchased 32% of the effluent produced in October.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
BOD	12.2 mg/L	30 mg/L
Suspended Solids	17.0 mg/L	30 mg/L
Suspended Solids	475 lbs.	801 lbs.
Phosphorus	.41 mg/L	1.0 mg/L
Ammonia	.52 mg/L	4.4 mg/L
Chlorides	642 mg/L	

All permit values were met for October 2021

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report on plant operations for October. Kevin's memo included updates on the phosphorus analyzer and water champ guide rail system. Kevin then gave a demonstration on the laser flow meter global software.

6. Funds

A. November 2021 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Casper and seconded by Commissioner Siebers to approve payment of the bills in the amount of \$278,127.54. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Siebers, yes; Commissioner Coffey, 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 meetings will return to the meeting room at Heart of the Valley MSD in 2022.

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: 6:58 PM)

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