

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON **JANUARY 11, 2022** AT THE HEART OF THE VALLEY MSD 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
Chad Giackino - Regulatory Compliance Manager HOVMSD
Dawn Bartel - Office Manager HOVMSD
Kent Taylor - Village of Little Chute
Beau Bernhoft - Village of Little Chute
Larry Van Lankvelt - Village of Little Chute
John Stoeger - Stoeger & Associates

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 December 14, 2021 Regular Meeting

The minutes of the December 14, 2021 Regular Meeting were presented to the Commission. A motion was made by Commissioner Hennessey and seconded by Commissioner Siebers 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 the draft press release written by Leonard & Finco regarding the interceptor project. Commissioner Siebers discussed a few changes he'd like to see made to the article before publishing and noted that he'd like to attend the next virtual meeting with Leonard & Finco on 1/18/2022.

5. Discussion Items

A. Review & Discussion of Draft Correspondence Provided by Axley Brynelson

The Commission received a draft copy of a letter written by legal counsel, Axley Brynelson. After a discussion Commissioner Casper reiterated that this correspondence, drafted by legal counsel, accurately addresses the lack of progress towards fulfilling the landfill agreement and reducing the loadings on the treatment plant. A motion was made by Commissioner Casper and seconded by Commissioner Sundelius to move forward with the Notice of Termination letter to be signed by District Director Helminger and Commission President Casper. 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.

Commissioner Casper directed staff to start thinking about what additional resources will be needed, and talked about an independent analysis of landfill strengths and possibly the need for outside lab testing.

B. 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 December 2021 invoice.

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

Scott Schramm of SMS provided an activity/next steps summary for December 2021. Visu Sewer has completed the televising with the exception of two remaining interceptor sections. HOV and SMS are meeting on 1/20/2022 to review televising results.

D. Leonard & Finco – Monthly Activity Report

Leonard & Finco provided a written monthly update of projects completed in December as well as a list of upcoming tasks for January & February.

PLANT REPORTS:

5PR. Flows & Revenues / Operations & Maintenance

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 December 2021. Revenue received from the WPS-Fox Energy Center for effluent purchased in December = \$13,982.22; Revenue received to date for 2021 = \$161,610.81. WPS-Fox Energy purchased 60% of the effluent produced in December.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
BOD	13.9 mg/L	30 mg/L
Suspended Solids	17.1 mg/L	30 mg/L
Suspended Solids	377 lbs.	801 lbs.
Phosphorus	.40 mg/L	1.0 mg/L
Ammonia	.87 mg/L	4.4 mg/L
Chlorides	700 mg/L	

All permit values were met for December 2021

Staff was directed to draft a letter to the communities requesting their input on expected growth estimates to help formulate an analysis for a future District growth needs assessment. Staff was also directed to facilitate the same discussions with East Central Regional Planning Commission regarding future growth.

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report on plant operations for December. Kevin noted that the ATAD has been cleaned, critical spare electronic components have been arriving, and all the polymer that was ordered for 2022 has arrived. The new Process Control Technician started on December 21st.

A. January 2022 Accounts Payable; Action for Approval

After a review 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 \$397,069.29. 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.

7. General Old or New Business

- District Director Helming updated the Commission on the micro grid grant study
- There will be three community meetings in 2022
- The HOV email upgrade and replacement of the main server is now complete
- There will be a kick off meeting with Donohue on 1/18/2022 for Biostyr stress testing
- There will be an interceptor rehab meeting with Strategic Municipal Services on 1/20/2022
- There will be virtual monthly update meeting with Leonard & Finco on 1/18/2022

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: 6:04 PM)

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