

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON APRIL 12, 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
Kevin Skogman - Director of Operations & Maintenance HOVMSD
Chad Giackino - Regulatory Compliance Manager HOVMSD
Dawn Bartel - Office Manager HOVMSD
Kent Taylor - Village of Little Chute
Jessica Schultz - Fox Wolf Watershed Alliance
Jeremy Freund - Outagamie County
Mike Gerbitz - Donohue & Associates
Ryan Holzem - Donohue & Associates
John Neumeier - City of Kaukauna

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 March 8, 2022 Regular Meeting

The minutes of the March 8, 2022 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey 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 a press release regarding the bids for the effluent filtration project and a thank you note from Fox Wolf Watershed Alliance for the Give Big Green Bay donation.

5. Discussion Items

A. Sedimentation Basin & Non-Point Source Pollution Reduction Efforts – Jessica Schultz and Jeremy Freund

Jeremy Freund of Outagamie County Land Conservation gave a broad overview of the non-point source pollution control projects, ARTS (Agricultural Runoff Treatment Systems). Currently working on further projects to remove dissolved phosphorus from the ARTS discharge. Jessica Schultz of Fox Wolf Watershed Alliance talked about assisting and educating agricultural producers on crop practices and equipment to minimize run off. The annual Fox Wolf Watershed Cleanup is Saturday, May 7th.

B. Effluent Filtration Project Letter of Recommendation & Contract Award – Discussion & Possible Action; Ryan Holzem of Donohue

The Commission received a letter of recommendation from Donohue, dated 3/30/2022, to award the contract to C.D. Smith Construction, Inc. After a discussion and review of the bid from C.D. Smith Construction, Inc. and Miron Construction Co., Inc. a motion was made by Commissioner Coffey and seconded by Commissioner Siebers to award the contract to C.D. Smith Construction, Inc. in the amount of \$15,824,000 and include Alternate 1-Disc Filter 6 for \$671,000, for a total project award of \$16,495,000. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

C. Construction Related Services Agreement – Discussion & Possible Action; Mike Gerbitz of Donohue

After a discussion a motion was made by Commissioner Hennessey and seconded by Commissioner Coffey to approve Task Order No. 8; Professional Services Agreement for Effluent Filtration Improvements Project - Construction Related Services at a cost not to exceed \$1,096,219.00. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

D. Chemical Use Report for 2021

Kevin Skogman, Director of Operations & Maintenance, provided a written update showing chemical usage for 2021, along with gas, electric, and water consumption. The report also detailed the cost of the chemicals purchased, gallons purchased, removal efficiency, and cost per MGD treated. Kevin also noted that the cost of ferric sulfate is going up about 10% mid 2022.

E. Wastewater & Water Symposium Proposal; Commissioner Bruce Siebers

Commissioner Siebers talked about a vision to plan, sponsor, and implement a “three-part symposium” that leads to the recognition and actions that result in inter-community/governmental coordination of water/wastewater management in the Fox Valley region. The plan should provide sustainable water supplies/wastewater management for the

region at the lowest cost for the foreseeable future. Next steps will be to identify participants and develop program details.

F. 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 March 2022 invoice.

G. Strategic Municipal Services Interceptor Rehab Project Monthly Activity Report

Scott Schramm of SMS provided an activity/next steps summary for March 2022. Safely accessing and televising the remaining two sections is planned for June. The next working meeting will be held with HOV staff on 4/19/2022.

H. Leonard & Finco Monthly Activity Report

Leonard & Finco provided a written monthly update of projects completed in March as well as a list of upcoming tasks for April & May. They will be onsite for an update meeting with staff on 4/19/2022. The Commission asked that Leonard & Finco submit a press release for the project award of the filter project.

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 March 2022. Revenue received from the WPS-Fox Energy Center for effluent purchased in March = \$13,885.97; Revenue received to date for 2022 = \$38,235.82. WPS-Fox Energy purchased 36% of the effluent produced in March.

The average effluent concentrations for **March 2022** were as follows:

	<u>Monthly Average</u>	<u>Permit Limit</u>
BOD	15.1 mg/L	30 mg/L
Suspended Solids	21.0 mg/L	30 mg/L
Suspended Solids	1122 lbs.	801 lbs.
Phosphorus	.37 mg/L	1.0 mg/L
Ammonia	.49 mg/L	10 mg/L
Chlorides	699 mg/L	

All permit values were met for March 2022; credits were used from the sedimentation basin for suspended solids.

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report on plant operations for March. Kevin updated the commission on the sodium hypochlorite tank repair, air handling unit VFD drive for Acti-Flo, and an exchange

blower for ATAD. The phosphorus analyzer connection to SCADA and HACH WIMS has been completed by LW Allen.

6. Funds

A. April 2022 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Casper and seconded by Commissioner Sundelius to approve payment of the bills in the amount of \$378,984.68. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, 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

- *Landfill Communications/Response Letter:* The letter was reviewed and modified by legal counsel, and has been sent to the Outagamie County Landfill.
- *Website:* The website is nearing completion. Commissioners will be asked to review the staged site prior to going live.
- *Open Records Request:* The open records request has been fulfilled and Boardman Clark acknowledged receipt of the information.
- *Audit Presentation:* Greg Heino will be presenting the 2021 audited financials at the May commission meeting.
- *President Casper's Term:* Commission President Casper noted that his term expires in October and he will not be pursuing another term.

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: 6:54 PM)

SIGNED & APPROVED BY:


Patrick E. Hennessey, Secretary