

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON AUGUST 9, 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  
Dawn Bartel - Office Manager HOVMSD  
John Neumeier - City of Kaukauna  
Attorney Bill Cole - Axley Brynelson (via phone)

### **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 12, 2022 Regular Meeting**

The minutes of the July 12, 2022 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**

The Commission received a copy of an article in the Times Villager dated 7/27/2022 regarding a closed session held by the City of Kaukauna common council to discuss the effects of the proposed interceptor construction costs to the City. The Commission was also copied on a letter from the City of Kaukauna dated 7/27/2022 regarding the methodology for allocating the capital costs for the project, a draft copy of a PSC complaint dated 2/14/2022, and a Report & Opinions of William Stannard, P.E. regarding the cost allocation methods.

### **5. Discussion Items**

#### **A. Closed Session pursuant to Wisconsin State Statute 19.85(1)(g) with respect to litigation in which it is or is likely to become involved**

A motion was made by Commissioner Hennessey and seconded by Commissioner Coffey to enter into a Closed Session.

A motion was made by Commissioner Casper to end the Closed Session and return to open session for the continuance of the agenda. The motion was seconded by Commissioner Sundelius. (Time: 6:10 PM)

**B. Effluent Filtration Project - Monthly Activity Report**

District Director Helminger noted that contractors will be onsite early September. He also informed the commission that the large draws for reimbursement from the clean water fund loan will cause the general fund to be temporarily over the FDIC limits as outlined in Resolution #196.

**C. Interceptor Rehab Project - Monthly Activity Report**

Scott Schramm of Strategic Municipal Services provided a detailed written activity/progress summary noting that public informational meetings will be held on August 22<sup>nd</sup> and 23<sup>rd</sup> for the residents in Kaukauna and Little Chute impacted by the interceptor rehab work. Bidding is on schedule for fourth quarter of 2022.

**D. FOG Program - Monthly Activity Report**

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 2022 invoice.

**E. Leonard & Finco - Monthly Activity Report**

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

***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 July 2022. Revenue received from the WPS-Fox Energy Center for effluent purchased in July = \$17,199.62; Revenue received to date for 2022 = \$95,703.88. WPS-Fox Energy purchased 45% of the effluent produced in July.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
<b>BOD</b>	<b>12.8 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>21.2 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>409 lbs.</b>	<b>801 lbs.</b>

Phosphorus	.33 mg/L	1.0 mg/L
Ammonia	.36 mg/L	4.4 mg/L
Chlorides	663 mg/L	

***All permit values were met for July 2022***

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report on plant operations for July. Kevin noted that United Liquid Waste will start hauling as soon as the fields dry up, the impellers and side plates for the ATAD jet mix pumps have been received, and the heating/air conditioning unit will be replaced during the filter project so there's no need to replace it now. Kevin also included as part of his report a copy of the DNR's response to the 2021 CMAR.

**6. Funds**

**A. August 2022 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 \$362,821.08. 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**

- District Director Helminger noted that to date there hasn't been a response from the Outagamie County Landfill regarding the July 8, 2022 letter drafted by Attorney Cole.
- A draft report on the biostyr stress test is anticipated this week for internal review. A presentation by Donohue is expected in October.

**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: 6:26 PM)

SIGNED & APPROVED BY:

  
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 Patrick E. Hennessey, Secretary