

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON SEPTEMBER 13, 2022 AT THE HEART OF THE VALLEY MSD MEETING ROOM

Members Present: Bruce Siebers - Vice President (via phone)
Patrick Hennessey - Secretary
John Sundelius - Commissioner
Kevin Coffey - Commissioner

Absent: David Casper - excused

Also Present: Brian Helminger - District Director HOVMSD (via phone)
Kevin Skogman - Director of Operations & Maintenance HOVMSD
Chad Giackino – Regulatory Compliance Manager HOVMSD
Dawn Bartel - Office Manager HOVMSD
John Neumeier - City of Kaukauna
Kent Taylor - Village of Little Chute
Kurt Atwood - LW Allen

1. 5:00 p.m. Call to Order – Roll Call

Acting President Siebers called the meeting to order at 5:00 PM.

2. Public Appearances

No appearances were made.

3. Approval of the Minutes of the August 9, 2022 Regular Meeting

The minutes of the August 9, 2022 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

The Commission received a copy of an article in the Times Villager dated 8/10/2022 regarding “what not to flush”. They also received a copy of a letter from Foth, dated 8/29/2022, regarding the Outagamie County Landfill leachate management plan and schedule for ammonia load reductions.

5. Discussion Items

A. MCC Ethernet Communication Upgrade – Kurt Atwood of LW Allen

Kurt Atwood of LW Allen supplied information regarding the MCC communications upgrade noting that the current MCC's are 16 years old, nearing their 20 year life expectancy. Failures of equipment are occurring more often and DeviceNet is no longer being applied to new applications. Kurt advised migrating to Ethernet which is the newest generation of protocol and provided a detailed proposal from Altronex Control Systems in the amount of \$1,567,717.00. Kevin Skogman noted that this amount has been included in the 2023 budget as a replacement item, which will be formally adopted on 10/11/2022. Commissioner Sundelius suggested having Donohue review the proposal from Atronex and give an opinion regarding the proposed cost.

B. 2023 Budget Workshop

The Commission and staff reviewed the 2023 proposed budget figures including detailed expense accounts, debt service, rate & income data, and replacement information.

The 2023 budget and rate parameters will be officially adopted at the October 11, 2022 Regular Commission Meeting/Public Hearing.

C. Donohue Professional Services Proposal Task Order 9A – Review & Possible Action

A motion was made by Commissioner Sundelius and seconded by Commissioner Coffey to approve the professional services contract with Donohue, Task Order 9A, for assistance with Landfill Leachate Acceptance, not to exceed \$10,000. All in favor. Motion carried.

D. Effluent Filtration Project – Monthly Activity Report

District Director Helminger noted that the first project meeting went well and demolition and removal has begun. There will be a groundbreaking ceremony on Wednesday, September 28, 2022 at 11:00 AM.

E. Interceptor Rehab Project – Monthly Activity Report

Scott Schramm of Strategic Municipal Services provided a detailed written activity/progress summary for August and noted that bidding is on schedule for fourth quarter of 2022. District Director Helminger stated that the City of Kaukauna has been given a Memorandum of Understanding.

F. 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 August 2022 invoice.

G. Leonard & Finco - Monthly Activity Report

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

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 August 2022. Revenue received from the WPS-Fox Energy Center for effluent purchased in August = \$16,981.43; Revenue received to date for 2022 = \$112,685.31. WPS-Fox Energy purchased 51% of the effluent produced in August.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
BOD	11.4 mg/L	30 mg/L
Suspended Solids	16.4 mg/L	30 mg/L
Suspended Solids	441 lbs.	801 lbs.
Phosphorus	.36 mg/L	1.0 mg/L
Ammonia	.41 mg/L	4.4 mg/L
Chlorides	647 mg/L	

All permit values were met for August 2022

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report on plant operations for August. Kevin noted that United Liquid Waste finished on September 4th; 3.4 million gallons of biosolids were hauled out and injected.

After a discussion a motion was made by Commissioner Coffey and seconded by Commissioner Hennessey to accept the bid from August Winters for the replacement of the heating/air conditioning unit in the solids building garage with an Aeon unit, at a total cost of \$36,150. This is a replacement eligible cost. Motion carried unanimously.

6. Funds

A. August 2022 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to approve payment of the bills in the amount of \$411,114.44. A roll call vote was taken: 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 and Commission President Casper gave a brief update on the meeting with the City of Kaukauna and legal counsel regarding the cost allocation for the interceptor rehab project. The City of Kaukauna has been clear that they believe the appropriate method to allocate the debt service is to allocate the project costs to the member communities based on the reaches of the interceptor being used. The District informed Kaukauna that no change has been made in the District's plan to allocate project costs based on the flow rate parameter. The City of Kaukauna has the ability to submit a formal complaint in the matter and have it reviewed by the Public Service Commission.
- District Director Helminger informed the Commission that Mike Gerbitz of Donohue will be at the October meeting to discuss the final draft of the biostyr stress test. There appears to be justification to petition the DNR for a capacity re-rate/increase.

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: 6:20 PM)

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