

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON NOVEMBER 8, 2022 AT THE HEART OF THE VALLEY MSD MEETING ROOM

**Members Present:** Dave 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

### 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 October 11, 2022 Regular Meeting and the October 26, 2022 Special Community Meeting

The minutes of the October 11, 2022 Regular Meeting and October 26, 2022 Special Community 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

The commission received a copy of a letter dated 10/19/2022 sent to Brian VanStraten of Outagamie County Recycling & Solid Waste regarding HOV's and Little Chute's response to their Proposal dated 8/29/2022.

### 5. Discussion Items

#### A. Interceptor Rehab Project; Plans, Specs, & Bidding

District Director Helminger District noted that an updated ITA and PERF was submitted for Clean Water Funding on the interceptor project which was due 10/31/2022. There was a working meeting held on 11/6/2022 with HOV staff, Commissioner Casper, and Strategic Municipal Services (SMS). Discussion on the project and progress since the last meeting included review of existing exterior coatings that have not held up to expectations. A conference call with Sherwin Williams revealed the coatings cannot be repaired and removal

is recommended as there is no alternative product available. SMS recommends removing existing coatings and implementing regular detailed inspections of the manholes in the future. Coating of manholes would be removed from the scope of the project and SMS recommends implementing standard concrete maintenance like concrete patching and grout sealing of cracks which is normal practice with other in-water and submerged concrete infrastructure like dams and bridges.

**B. Adoption of Resolution #203; Abating Levy**

A motion was made by Commissioner Casper and seconded by Commissioner Coffey to adopt Resolution #203; Resolution Abating Levy of 2022 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. Effluent Filtration Project – Monthly Activity Report**

District Director Helminger reviewed a project status report from Donohue detailing construction activities and progress photographs from August 21<sup>st</sup> – October 22<sup>nd</sup>.

**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 October 2022 invoice.

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

Leonard & Finco provided a written monthly update of projects completed in October as well as a list of ongoing and upcoming tasks for November & December.

***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 October 2022. Revenue received from the WPS-Fox Energy Center for effluent purchased in October = \$11,198.28; Revenue received to date for 2022 = \$136,020.73. WPS-Fox Energy purchased 43% of the effluent produced in October.

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

	<u>Monthly Average</u>	<u>Permit Limit</u>
<b>BOD</b>	<b>12.2 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>23.2 mg/L</b>	<b>30 mg/L</b>
<b>Suspended Solids</b>	<b>573 lbs.</b>	<b>801 lbs.</b>
<b>Phosphorus</b>	<b>.54 mg/L</b>	<b>1.0 mg/L</b>
<b>Ammonia</b>	<b>1.01 mg/L</b>	<b>18 mg/L</b>

**Chlorides**

**746 mg/L**

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

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report on plant operations for October. He noted that one of the DAFT pressure vessel tanks has been installed, a new heating/air conditioning unit is on order for the solids building garage, and the delivery date for peak flow pump #3 VFD is estimated to be mid November. Skogman also talked about quotes he received from EC&D and August Winters to replace the Patterson Kelly hot water boiler. After a discussion the commission directed staff to get a breakdown of the quotes and investigate other options for maximum efficiency. This will be discussed again in December.

**6. Funds**

**A. November 2022 Accounts Payable; Action for Approval**

After a review of the bills payable, a motion was made by Commissioner Hennessey and seconded by Commissioner Siebers to approve payment of the bills in the amount of \$1,710,418.90. 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**

- *Filter Project/Contaminated Soil:* Contaminated soil found on the construction site was removed and disposed of at the Outagamie County Landfill. Approximately \$30,000 is anticipated as a change order for costs associated with clean-up.
- *DNR Onsite Compliance Inspection:* The DNR basin engineer was on site for an annual inspection on 10/27/2022. A final report has not been received but no issues are anticipated.
- *Outagamie County Landfill:* There has been no response to the letter sent on 10/19/2022.

**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: 6:14 PM)

**SIGNED & APPROVED BY:** \_\_\_\_\_  
**Patrick E. Hennessey, Secretary**