

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON APRIL 11, 2023 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
Dawn Bartel - Office Manager HOVMSD
Kevin Skogman - Director of Operations & Maintenance HOVMSD
Chad Giackino - Regulatory Compliance Manager HOVMSD
John Neumeier - City of Kaukauna
Scott Schramm - Strategic Municipal Services

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 14, 2023 Regular Meeting

The minutes of the March 14, 2023 Regular Meeting were presented to the Commission. A motion was made by Commissioner Siebers 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

Copied for the Commission was an article in the Times Villager regarding approval by the City of Kaukauna Council to file a complaint with the PSC regarding the debt allocation costs for the interceptor rehabilitation project. The Commission asked Staff to direct all questions and communications to the District Director.

5. General Discussion Items

A. Interceptor Rehab Project - Monthly Activity Report by Scott Schramm of SMS

Scott Schramm of Strategic Municipal Services provided a detailed written activity/progress summary for March. Scott also reviewed his memorandum dated 4/11/2023 outlining four key contract amendment topics: 1) remove marine structure exterior coating systems 2) include Kimberly trunk sewer/structures (southwest), 3) include meter station ventilation and I/C-SCADA improvements, and 4) include electric service drops at the majority of the bypass locations. Scott noted a large cost savings to the District because the District will be leasing the electrical transformers from Kaukauna Utilities rather than purchasing. Scott anticipates a two-month bidding process with mandatory prequalification and pre-bid attendance.

B. Effluent Filtration Project - Monthly Activity Report

District Director Helminger reviewed a project status report from Donohue detailing construction activities and progress photos from February 19 – March 25, 2023. Helminger noted that construction is progressing timely and filters are expected to be delivered this week.

C. 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 March 2023 invoice.

D. Site Remediation Update

District Director Helminger noted that he's waiting for a response from the DNR regarding their review of the site plan recommendations by SEH. Hopefully there will be more to report in May.

E. Leonard & Finco - Monthly Activity Report

Leonard & Finco provided a written monthly update of projects completed in March as well as a list of ongoing and upcoming tasks for April & May.

F. HR/Staffing Considerations

District Director Helminger shared a copy of the proposal request for employee handbook revisions, which will be sent to three firms. The proposals will be reviewed at the May 9th Commission Meeting.

6. Plant Reports for March 2023

A. Flows & Revenues Report

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 2023. Revenue received from the WPS-Fox Energy Center for effluent purchased in March = \$15,516.23; Revenue received to date for 2023 = \$43,533.02. WPS-Fox Energy purchased 51% of the effluent produced in March.

The average effluent concentrations for **March 2023** were as follows:

<i>Parameter</i>	<i>Monthly Average</i>	<i>Permit Limit</i>
BOD-Biochemical Oxygen Demand	11.9 mg/L	30 mg/L
Suspended Solids	19.6 mg/L	30 mg/L
Suspended Solids	801 lbs.	801 lbs.
Phosphorus	.36 mg/L	1.0 mg/L
Ammonia	.29 mg/L	10 mg/L
Chlorides	505 mg/L	n/a

***All permit values were met for March 2023.
(Water Quality Trading Credits were used)***

Staff informed the commission that the plant peaked at 56 MGD during the heavy rainfall event on April 1st. This is the highest recorded peak since 1980. Commissioner Casper noted that I/I problems should be a discussion point on the agenda for the next community meeting. The Commission directed District Director Helminger to draft a letter to the communities informing them that the recent ground saturation and heavy rainfall created a blending event at the treatment plant and they need to reevaluate their I/I progress, and request a 2023 I/I project report by 5/15/2023.

B. Operations & Maintenance Report

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report on plant operations for March. Due to high flows in the later part of the month, effluent suspended solids were above normal. Secondary treatment was overwhelmed and there was a portion of primary treated water diverted around secondary treatment. The plant peaked at 56 MGD.

The heat sink fan failed on turbine pump #1; the fan has changed from an AC to a DC and the retrofit kit cost \$6,575.00. A new coil is on order for the administration building and a new heating/air conditioning unit for the solids building garage is in the process of being replaced.

7. Funds

A. April 2023 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Casper and seconded by Commissioner Coffey to approve payment of the bills in the amount of \$1,011,177.61. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, 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.

8. General Old or New Business

- *PFAS Testing:* The first samples were sent to the Wisconsin State Lab of Hygiene on 4/5/2023. No results have been received yet.

- *Annual WWOA Conference Presentation:* Strategic Municipal Services submitted an abstract for a presentation related to the interceptor rehab project and biofilm testing taken to identify ammonia as being the cause of corrosion. The submission was accepted for presentation at the annual WWOA Conference in Wisconsin Dells on Thursday, October 26th. Commissioner Casper noted that it would also be a good topic for presentation at WEFTEC.
- *Community Meeting:* The first community meeting for 2023 will be on Wednesday, May 17th, at noon in Kaukauna.
- *I/I Presentation by Donohue:* Donohue will be on the agenda for the May 9th Commission meeting to present the findings of the new I/I model. This presentation will also be given at the May 17th community meeting.
- *New I/I Model Educational Presentation:* The Commission asked staff to host a virtual meeting with the communities, Donohue, and Steve Strickland to educate the communities on how the new I/I model works.

9. 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: 6:08 PM)

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