

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT SPECIAL COMMUNITY MEETING HELD ON **MAY 17, 2023** AT THE VILLAGE OF COMBINED LOCKS

**Members Present:** David Casper - President  
Bruce Siebers - Vice President  
Patrick Hennessey - Secretary  
Kevin Coffey - Commissioner  
John Sundelius - Commissioner

**Absent:** None

**Also Present:** Brian Helminger - District Director HOVMSD  
Kevin Skogman - Director of Operations & Maintenance HOVMSD  
Dawn Bartel - Office Manager HOVMSD  
Chad Giackino - Regulatory Compliance Manager HOVMSD  
Dustin Jerabek - Plant Foreman HOVMSD  
Scott Schramm - Strategic Municipal Services  
Kent Taylor - Village of Little Chute  
Mayor Tony Penterman - City of Kaukauna  
Marty DeCoster - City of Kaukauna Council  
John Neumeier - City of Kaukauna  
John Neumeier - Village of Combined Locks  
Beau Bernhoft - Village of Combined Locks  
George Schmidt - Darboy Sanitary District  
Randy Verhagen - Darboy Sanitary District  
Bruce Corning - Darboy Sanitary District  
Racquel Shampo Giese - Village of Combined Locks Administrator  
Bradley Schinke - Village of Combined Locks Trustee  
Chris Christenson - Leonard & Finco  
Katie Flanigan - Leonard & Finco  
John Moore - City of Kaukauna Council President  
Lee Hammen - Village of Kimberly Trustee  
Mike Coenen - City of Kaukauna Council  
Brian Roebke - Times Villager  
Greg Ulman - Village of Kimberly  
Mike Gerbitz - Donohue & Associates  
Steve Sticklen - Donohue & Associates  
Ken Heckner - Village of Combined Locks Trustee  
Mike Rietveld - Village of Combined Locks Trustee

## **1. 12:00 Noon. Call to Order – Roll Call**

President Casper called the meeting to order at 12:00 Noon.

## **2. 2022 Year End Loadings – District Director Brian Helminger**

District Director Helminger welcomed the group to the first District member community meeting for 2023. Helminger reviewed the year end 2022 flow and loadings along with new connection stats for the year.

Influent flows were observed to be nearly flat with an increase of 0.97% in 2022. The average daily flow entering the treatment facility was 6.368 million gallons per day. The final results were mixed for BOD and ammonia with BOD increasing by 2.4% with daily ammonia loads decreasing by -7.5%. The decrease in the ammonia load is the first time since 2017.

There were 183 new system connections to the treatment facility which remained in line with prior years. The average since 2007 has been 180 new connections.

The next presenters were introduced; Scott Schramm of SMS, Chris Christenson of Leonard & Finco, and Mike Gerbitz & Steve Sticklen of Donohue. He then reminded the audience that HOVMSD agendas, supporting materials, and meeting minutes are available on the District website at hvmsd.org.

## **3. Disc Filter Project Update – District Director Brian Helminger**

District Director Helminger updated the group on the progress made on the effluent filtration project. The six filters have arrived on site and have been installed into the filter bays. Work will first revolve around making the piping and valve connections and then move onto power and controls wiring. The group was reminded that the project also includes enhancements to the disinfection process, a women's bathroom and locker room, and new air handlers and roof for the building.

## **4. Interceptor Project Update – Scott Schramm of SMS**

Schramm of Strategic Municipal Services updated the communities on the status of the interceptor rehabilitation plan. Next steps in the process include advertising, mandatory pre bid meeting, bidding, bid review and tabulation, then official award of the contract by the HOVMSD Commission.

A construction timeline will become clearer after bidding as a schedule estimation will be provided by each bidder. Work is still anticipated to begin in 2023.

## **5. Outreach & Communications – Chris Christenson of Leonard & Finco**

Chris Christenson gave an update on the community outreach communications plan. Social media posts and website updates have been drafted for the communities to post on their web sites. Additional posts will continue to be provided on a monthly or quarterly basis.

**6. Clearwater Progress / I & I – Mike Gerbitz and Steve Sticklen of Donohue**

Meeting attendees were introduced to significant changes made over the past year to the clearwater reduction program. The District invested in improved technology by migrating over to a new software model. Steve Sticklen of Donohue Introduced the concepts and advantages of new model. Reports and results are now easier to understand, comparable nationwide, and are the industry standard for measuring success. Donohue will be scheduling meetings with each community for a more detailed look at the model and individual community performance for 2022.

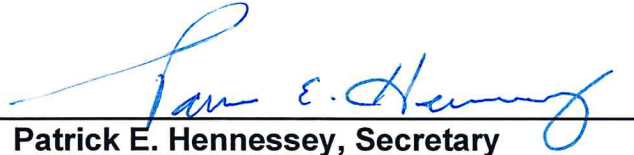
**7. General Old or New Business**

The next community meeting is tentatively planned for August.

**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: 1:13 PM)

SIGNED & APPROVED BY:

  
Patrick E. Hennessey, Secretary