

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON JUNE 13, 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  
Mike Gerbitz - Donohue

### **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 May 9, 2023 Regular Meeting and the May 17, 2023 Special Community Meeting**

The minutes of the May 9, 2023 Regular Meeting and the May 17, 2023 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**

Copied for the commission were two articles in the Times Villager dated 5/24/2023 and 6/7/2023, and an email from Attorney Bill Cole regarding the PSC Notice of Investigation.

### **5. General Discussion Items**

#### **A. Effluent Filtration Project – Monthly Activity Report**

District Director Helminger reviewed a project status report from Donohue detailing construction activities and progress photos from April 23 – May 20, 2023.

**-Review Options/Change Order for Hauled Waste Tank Rehab; Discussion & Possible Action**

The Commission reviewed information received from Attorney Bill Cole regarding HOV's obligation to continue the waste hauling program. After a discussion with Mike Gerbitz of Donohue, the Commission asked him to provide cost effective options to preserve the functionality of the hauled waste tank rather than a complete rehab. More discussion will take place at the July 11<sup>th</sup> Commission Meeting.

**-RFP 8 High Build Epoxy Floor Painting Walls/Ceilings; Discussion & Possible Action**

A motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to approve PCI #COR010 / RFP 008 - Thickener and Filter Room Floor; Apply high build epoxy flooring around flotation thickener 1 & 2 in the sludge handling and filtration building to match the new high build epoxy flooring being installed, and provide coating system to precast, beams, and columns, estimated at \$74,959.32. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, yes; Commissioner Sundelius, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

**B. Interceptor Rehab Project – Monthly Activity Report**

Scott Schramm of Strategic Municipal Services provided a detailed written activity/progress summary for May. A mandatory pre-bid meeting is scheduled for June 22<sup>nd</sup> which will include a tour of the interceptor system. Bid opening is tentatively scheduled for July 13<sup>th</sup> and awarding of a contract will be at the August 8<sup>th</sup> Commission Meeting.

**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 May 2023 invoice.

**D. Site Remediation Update**

District Director Helminger gave an update on the field activities from the site remediation and soil sampling. Minor exceedances were detected at some of the boring locations, however no volatile organic compounds were detected in the groundwater samples. Lab results are favorable as they show evidence of clean soil in the deeper, native soils. Sampling of the newly placed backfill soils was not performed. The next step is to prepare a sampling results notification for submittal of the lab results to the Wisconsin DNR.

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

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

## F. Adoption of Resolution #204; 2022 Compliance Maintenance Annual Report

After a review of the 2022 Compliance Maintenance Annual Report (CMAR), a motion was made by Commissioner Casper and seconded by Commissioner Coffey to adopt Resolution #204 stating that the HOVMSD Commission has reviewed and understands the CMAR which will be submitted to the Wisconsin DNR. A roll call vote was taken: Commissioner Siebers, yes; Commissioner Sundelius, yes; Commissioner Hennessey, yes; Commissioner Coffey, yes; and Commissioner Casper, yes. Motion carried unanimously. The CMAR was signed by President Casper and Secretary Hennessey.

## G. Actiflo Mixer Gearbox Failure

Kevin Skogman, Director of Operations & Maintenance, informed the Commission of a Philadelphia mixer fail. Because of the urgency to get it replaced, approval was received from Commissioner Casper to place an exchange unit on order at a cost of \$35,042.00. The Commission directed staff to place an item on the agenda for the July 11<sup>th</sup> Commission Meeting to discuss raising the threshold for District Director approval of critical, compliance based purchases, which is currently at \$25,000.

## 6. Plant Reports for May 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 May 2023. Revenue received from the WPS-Fox Energy Center for effluent purchased in May = \$9,854.25; Revenue received to date for 2023 = \$67,120.83. WPS-Fox Energy purchased 24% of the effluent produced in May.

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

<i>Parameter</i>	<i>Monthly Average</i>	<i>Permit Limit</i>
BOD-Biochemical Oxygen Demand	8.4 mg/L	30 mg/L
Suspended Solids	11.8 mg/L	30 mg/L
Suspended Solids	544 lbs.	801 lbs.
Phosphorus	.27 mg/L	1.0 mg/L
Ammonia	.72 mg/L	11 mg/L
Chlorides	658 mg/L	n/a

***All permit values were met for May 2023.***

### B. Operations & Maintenance Report

Kevin Skogman, Director of Operations & Maintenance, provided a written O & M Report on plant operations for May. Kevin noted that a new biostyr blower was purchased at a cost of \$13,765, and a new base and rain gauge purchased for \$5,182. The heating/air conditioning unit for the solids building garage has arrived and is in the process of being installed. The

fuses for the peak flow pump #3 VFD have arrived, however still waiting for the heat sink fan retrofit kit for the turbine pump #1 VFD.

## **7. Funds**

### **A. June 2023 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 \$1,323,757.68. A roll call vote was taken: Commissioner Casper, yes; Commissioner Coffey, 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**

- Individual community I/I meetings will be held on June 21<sup>st</sup> & 22<sup>nd</sup> with Steve Sticklen of Donohue and District Director Helminger.
- The Commission was reminded of the WWOA Annual Conference in the Wisconsin Dells and the WEFTEC Conference in Chicago, both in October. Scott Schramm will be giving a presentation on interceptor corrosion at the WWOA Conference on Thursday, October 26<sup>th</sup>.

## **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: 6:16 PM)

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