

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON **AUGUST 8, 2023** AT THE HEART OF THE VALLEY MSD MEETING ROOM

**Members Present:** David Casper - President (remote)  
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  
Chad Giackino - Regulatory Compliance Manager HOVMSD  
John Neumeier - City of Kaukauna  
Scott Schramm - Strategic Municipal Services  
Mike Gerbitz - Donohue  
Steve Frega - Oh Snap Pickling Co.  
Scott Bradison - Oh Snap Pickling Co.  
Vaughn Zuegler - Oh Snap Pickling Co.  
Jeremy Freund - Outagamie County Land Conservation  
Wes Kotila - Outagamie County Land Conservation

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

President Casper called the meeting to order at 5:00 PM. Commissioner Siebers took over the meeting for Commissioner Casper who was attending remotely.

### **2. Public Appearances**

No appearances were made.

### **3. Approval of the Minutes of the July 11, 2023 Regular Meeting**

The minutes of the July 11, 2023 Regular Meeting were presented to the Commission. A motion was made by Commissioner Casper 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**

There was no correspondence for the Commission.

## **5. General Discussion Items**

### **A. OH Snap! Pickling Co. High Strength Waste Disposal; Steve Frega**

Representatives from OH Snap Pickling Company were present to discuss the chloride strengths from their pickling plant and the negative effects on the HOV treatment plant. OH Snap indicated they were informed that HOVMSD is approaching its rated capacity and inquired if the District had a plan to add further organic capacity. OH Snap was informed that adding additional capacity was not imminent at this time. Currently OH Snap is hauling brine off site and they proposed introducing some of the brine to the waste system, at an acceptable discharge rate determined by HOV. After a discussion the Commission invited OH Snap to return to a future meeting to share chloride reduction alternatives and discuss potential ways to mitigate the problems at the treatment plant with brine discharge.

### **B. Phosphorus Removal System - Device Discussion & Possible Action on PRS Installations; Jeremy Freund & Wes Kotila of Outagamie County Land Conservation**

Jeremy Freund and Wes Kotila of Outagamie County Land Conservation gave the Commission a presentation on phosphorus removal systems for four proposed locations near the HOV's detention pond. Over the past year, different types of phosphorus removal media has been tested and stone/slag media was selected for use in the phosphorus traps. The Commission consented to move forward with the requested removal device installations.

### **C. Interceptor Rehab Project - Scott Schramm of Strategic Municipal Services**

#### **Review Bid Opening Results & Take Action to Award Contract**

After a review and discussion of the bid opening summary, a motion was made by Commissioner Coffey and seconded by Commissioner Hennessey to award the contract for the interceptor rehab project to Visu-Sewer at a cost of \$18,148,027. 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.

A motion was made by Commissioner Hennessey and seconded by Commissioner Siebers to authorize Commissioner Casper and District Director Helming to execute the contract documents. 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 requested that the September commission meeting agenda include discussions regarding the role of Strategic Municipal Services from this point forward.

#### **D. Interceptor Rehab Project - Monthly Activity Report**

Scott Schramm of Strategic Municipal Services provided a detailed written activity/progress summary for July. Next steps are to execute the contract documents with Visu-Sewer and begin coordination for 2024 construction. Public and community communications will increase this fall and throughout the construction phase.

#### **E. Effluent Filtration Project - Monthly Activity Report**

The Commission received a project status report from Donohue detailing construction activities and progress photos from June 25 – July 22, 2023.

##### **Septage Receiving Station - Discussion & Possible Action; Mike Gerbitz of Donohue**

After a review of alternatives and costs for the hauled in waste tank rehabilitation, the Commission directed Donohue to request a formal quote from CD Smith for Alternative #3 which includes a fiberglass walkable cover, relocation of the current blowers, and a Xypex spray coating. Donohue's total project cost estimate is \$453,339.

Commission President Casper excused himself from the meeting.

##### **Change Order Item #COR007 WCD08; Contaminated Soils - Discussion & Possible Action**

A motion was made by Commissioner Coffey and seconded by Commissioner Siebers to approve Change Order COR007/Work Change Directive No. 8 for the hauling and testing of contaminated soils on the southside of Structure 60 at a cost of \$52,149.31.

A roll call vote was taken: Commissioner Coffey, yes; Commissioner Sundelius, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously. This expense is eligible for Clean Water Fund reimbursement.

##### **Change Order Item #COR015; RFP 010 - Provide 2x2 Lay in Ceiling Tile in Additional Rooms; Discussion & Possible Action**

A motion was made by Commissioner Coffey and seconded by Commissioner Sundelius to approve Change Order #COR015; Remove existing ceiling tile and grid system and install 2x2 lay-in ceiling tile in the lobby, hallway, and lunchroom areas of the solids building at a cost of \$9,435.31. A roll call vote was taken: Commissioner Coffey, yes; Commissioner Sundelius, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

District Director Helminger informed the Commission that he approved and signed Change Order #COR017 on July 27, 2023 which was to replace the floor grating by the DAFT units at a cost of \$2,479.80.

## 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 July 2023 invoice.

## G. Site Remediation Update

Change Order #COR007 was approved under agenda item 5E.

## H. Leonard & Finco - Monthly Activity Report

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

## I. Employee Handbook Update; Discussion & Possible Action

District Director Helminger noted that this topic will be tabled until next month when more information is available.

## 6. Plant Reports for July 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 July 2023. Revenue received from the WPS-Fox Energy Center for effluent purchased in July = \$18,315.29; Revenue received to date for 2023 = \$100,892.29. WPS-Fox Energy purchased 64% of the effluent produced in July.

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

<i>Parameter</i>	<i>Monthly Average</i>	<i>Permit Limit</i>
BOD-Biochemical Oxygen Demand	13.1 mg/L	30 mg/L
Suspended Solids	23.8 mg/L	30 mg/L
Suspended Solids	386 lbs.	801 lbs.
Phosphorus	.49 mg/L	1.0 mg/L
Ammonia	.37 mg/L	4.4 mg/L
Chlorides	814 mg/L	n/a

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

### B. Operations & Maintenance Report

District Director Helminger noted that biosolids hauling has started and they hope to be finished in three weeks, depending on weather and field availability.

## **7. Financials**

### **A. August 2023 Accounts Payable; Action for Approval**

After a review of the bills payable, a motion was made by Commissioner Siebers and seconded by Commissioner Sundelius to approve payment of the bills in the amount of \$794,625.09. A roll call vote was taken: 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**

- 2024 budget preparation has begun. A budget workshop will be held on September 12, 2023 with a public hearing/final approval on October 10, 2023.
- Donohue's 2022 clearwater review report is near completion.
- Commissioner Siebers reminded Staff to schedule a meeting with NEW Water this fall.
- Commissioner Coffey noted that his term expires on 10/1/2023 and he'll be requesting reappointment by the Outagamie County Executive.

## **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: 7:28 PM)

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