



## Heart of the Valley METROPOLITAN SEWERAGE DISTRICT

### ***Heart of the Valley MSD Monthly Report for December 12, 2023***

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#### ***Work performed in November/October***

- Monthly meeting with HOVMSD 11/7
- Establish interceptor project phone line 11/9
- Distribute Fall Project Update news release 11/14
- Met with John and Jasen from Little Chute re: Heesakker Park trail closure signage and communication 11/15
- Distributed December social media to member communities and related PDF for HVMSD website 11/27
- Scheduled 11/30 interview with The Business News NE 11/28
- Drafted Little Chute Trail Closures for interceptor webpage and Little Chute 11/29
- Drafted text for Little Chute newsletter 11/29
- Gathered signage estimates for Little Chute trail closure 11/29
- Reached out to John McDonald regarding Heesakker trail closure signage/newsletter articles for Kaukauna 12/4
- Updated Task and Timeline 12/4
- Drafted Monthly Report 12/4
- Monitored media coverage (ongoing)

#### ***Coming up in December/January***

- Distribute letter for residents on Vandenberg Lane
- Draft news release with Heesakker Park trail closure information
- Draft monthly interceptor webpage updates
- Order trail closing signage for Heesakker Park
- Draft letter for residents along Fox River
- Draft letter for residents adjacent to Heesakker Park, along Sanitorium Road
- Draft trail closure information to share with member communities/community groups
- Draft and distribute January social media to municipal members
- Complete Effluent Disc Filter whiteboard video
- Draft updates to facility brochure
- Monthly meeting with HOVMSD 12/19
- Update Task and Timeline
- Monitor media coverage
- Draft Monthly Report