

# MINUTES

## HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON JULY 9, 2024 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:** Brian Helminger, District Director

**Also Present:** Dawn Bartel - Office Manager HOVMSD  
Chad Giackino - Regulatory Compliance Manager HOVMSD  
Dustin Jerabek - Director of Operations & Maintenance HOVMSD  
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 June 11, 2024 Regular Meeting, June 20, 2024 Special Meeting, and June 25, 2024 Special Community Meeting**

The minutes of the June 11, 2024 Regular Meeting, June 20, 2024 Special Meeting, and June 25, 2024 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 and presented. Motion carried unanimously. The minutes were reviewed by District Director Helminger and Commission Secretary Hennessey prior to the meeting.

### **4. Correspondence**

The commission received a copy of a Times Villager article dated 6/26/2024 regarding the Wisconsin PSC ruling against the City of Kaukauna.

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

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

Scott Schramm of Strategic Municipal Services provided a detailed activity/progress summary for June. The project has had a successful start so far with four sections of lining complete. The closing on the Clean Water Fund loan was 6/26/2024. Scott is planning a slide show presentation for the August Commission meeting

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

Staff updated the Commission on the final stages of the effluent filtration project. Punchlist items are being addressed and Veolia continues to work on-site to fine tune chemical usage and effluent quality along with the required staff training and performance testing. Veolia is also in the drawing stages of upgrading the pumps and polymer aging tank because of a design flaw, which Veolia will cover the associated costs. The District plans to host an open house for the filter project later this summer.

### **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 June 2024 invoice.

### **D. Leonard & Finco - Monthly Activity Report**

Leonard & Finco provided a written monthly update of projects completed in June as well as a list of ongoing and upcoming tasks for July and August which includes social media distribution to member communities, door hangers, boating safety news release and safety signage, website updates, and initial plans for an effluent disc project open house.

### **E. Site Remediation Update – No Further Action Letter**

The Commission received a copy of a letter from the WI DNR dated 7/2/2024. The letter states that the DNR has reviewed the No Further Action Request document and concurs that the environment has been restored to the extent practicable as provided in the State Statutes.

### **F. Intermunicipal Cooperation Agreement with Outagamie County Land Conservation; Discussion & Possible Action**

A motion was made by Commissioner Casper to table discussions until the August Commission Meeting. The motion was seconded by Commissioner Siebers. Motion carried unanimously.

## **6. Plant Reports for June 2024**

### **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 June 2024. Revenue received from the WPS-Fox Energy Center for effluent purchased in

June = \$17,255.21; Revenue received to date for 2024 = \$94,745.42. WPS-Fox Energy purchased 35% of the effluent produced in June.

The average effluent concentrations for **June 2024** were as follows:

<i>Parameter</i>	<i>Monthly Average</i>	<i>Permit Limit</i>
BOD-Biochemical Oxygen Demand	5.6 mg/L	30 mg/L
Suspended Solids	6.7 mg/L	30 mg/L
Suspended Solids	330 lbs.	801 lbs.
Phosphorus	.21 mg/L	1.0 mg/L
Ammonia	.27 mg/L	4.4 mg/L
Chlorides	498 mg/L	n/a

**All permit values were met for June 2024.**

## **B. Operations & Maintenance Report**

Dustin Jerabek provided a written O&M report and noted that plant operations and treatment were good for June considering the high amount of rain during the month. A new flowmeter was purchased and installed to control the water supply to the ATAD air scrubber. It was purchased from Thermal Process Systems at a cost of \$3,200. Communication issues from meter stations #3 and #4/7 continue; LW Allen will be sending a service tech to troubleshoot the problem. The pressure switch assembly on the Penn Valley pump unit was replaced at a cost of \$1,092 which solved the pipe hammering problem.

## **7. Financials**

### **A. July 2024 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 \$1,149,942.36. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, 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**

- *Mechanic Vacancy:* The mechanic/PCT position remains vacant; recruitment efforts will continue with the position being re-advertised on the WWOA website and Indeed.
- *PSC Update:* The PSC has ruled in favor of HOVMSD but a formal written response has not yet been received.

- *Infiltration/Inflow:* Commissioner Casper voiced concern that there appears to be a deficiency in the I/I Program in regards to the review of the projects and information that the member communities provide on an annual basis. After a lengthy discussion, the Commission directed District Director Helminger to have a meeting with Donohue about this issue, then set up a special meeting for the Commission to discuss in detail.

## **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: 6:01 PM)

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