

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON **June 10, 2025** 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
Tammy Noonan – Office Manager HOVMSD
Dustin Jerabek - Director of Operations & Maintenance HOVMSD
Chad Giackino - Regulatory Compliance Manager HOVMSD
Jodie Greve – Accounts Payable/Asset Coordinator 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 May 13, 2025 Regular Meeting

The minutes of the May 13, 2025 Regular 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

There was no correspondence for the record.

5. General Discussion Items

A. 2024 Audit Presentation by Cory from Erickson & Associates

Cory Rutter of Erickson & Associates reviewed the draft audited financial statements dated 12/31/24. Cory presented the statements and discussed several high points from the auditor's perspective. The Commissioners expenses section was questioned as the amount was very high this year. Erickson believes there was an error in a spreadsheet and will relook at the amount and correct it before finalizing the 2024 audit.

B. Adoption of Resolution #212: 2024 Compliance Maintenance Annual Report

A motion was made by Commissioner Siebers and seconded by Commissioner Sundelius to adopt Resolution #212; Resolution Compliance Maintenance Annual Report. A roll call vote was taken: Commissioner Casper, yes; and Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; Commissioner Hennessey, yes. Motion carried unanimously

C. Interceptor Rehab Project – Monthly Activity Report

Scott Schramm of Strategic Municipal Services provided a written update to the Commission dated 6/9/2025. The liners are completed. There are 2 locations 16 and 38A that have significant recent concrete corrosion that needs to be addressed with the project. The plan is to cut out damaged sections, relevel the surface and then replace the epoxy coating on the damaged areas. There will be a change order necessary due to the increased scope and costs but the project is expected to remain within its budget.

D. 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 2025 Invoice.

E. Kane Communications – Monthly Activity Report

Kane Communications provided a written monthly update of work tasks completed in April as well as a list of ongoing and upcoming tasks for May & June which include social media distribution to member communities, news releases, completion of a facility brochure, open house planning, website updates, whiteboard video, and will work on an informational column showcasing the District's effluent reuse partnership.

6. Plant Reports for May 2025

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 2025. Revenue received from the WPS-Fox Energy Center was low for the month at \$1360.17 due to a maintenance shut down. The revenue received year to date is \$37968.

The average effluent concentrations for **May 2025** were as follows:

<i>Parameter</i>	<i>Monthly Average</i>	<i>Permit Limit</i>
BOD-Biochemical Oxygen Demand	5.2 mg/L	30 mg/L
Suspended Solids	4.9 mg/L	30 mg/L
Suspended Solids	309 lbs.	801 lbs.
Phosphorus	.20 mg/L	1.0 mg/L
Ammonia	.21 mg/L	10 mg/L
Chlorides	700 mg/L	n/a

All permit values were met for May 2025.

B. Operations & Maintenance Report

Dustin Jerabek provided a written Operations & Maintenance report for May. The disc filters were in operation continuously throughout the month without additional chemicals and the seasonal effluent disinfection process has been going well. We discharged almost all of our effluent to the river with the power plant on a shutdown for maintenance so more bisulfite was used than normal. The Biostyr Blower #6 experienced nuisance trip out failures on discharge pressure sensor so a new sensor was installed from Aerzen at \$730. We have had to add oil a few times this year to Biostyr Blower #8 and from past experience with this blower losing oil means that the oil demister is on its way out. We ordered an oil demister so it is on hand so the issue can be addressed quickly. The Digested Sludge Transfer Pump#2 had a hold that corroded and started to leak so a new dampener was ordered from LW Allen at a cost of \$1972 and installed to fix the leak and get back in service. Meter Station #1 stopped recording rainfall data, the rain gauge and wire were tested and worked as they should so we contracted Mulcahy Shaw for advice and they recommended replacing the case board. A new case board was ordered from Teledyne Isco at a cost of \$1132 and installed to fix the issue. Process Return Pump #3 that was ordered several months ago is installed and running and alternating run time with the other two pumps.

7. Financials

A. May 2025 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Siebers and seconded by Commissioner Casper Approve payment of the bills in the amount of \$670,048.37. A roll call vote was taken: Commissioner Casper, yes; Commissioner Siebers, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; and Commissioner Hennessey, yes. Motion carried unanimously. The Commission signed the check voucher register which includes general, and pre-paid 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

Septage Receiving Station: The Septage receiving station project meeting was held on 6/5 with Donahue and Lunda along with Subcontractors. District intent is for all necessary items to be received and on site so the project could go from start to finish without delay. Lunda has suggested they start with moving the blowers and relocating them since it will not affect daily septage receiving station operations. We will pick up project discussions on timing and taking the septage receiving station out of service once the fiberglass cover is ordered and we have a ship date.

Sewer User Charge Review - Trilogy: Trilogy continues to make progress on the User charge review. We met virtually on 6/4 to go over questions from Trilogy and move ahead in their analysis. Initial findings and discussions have revolved around the proper allocation of costs, plant loadings and trends, and that a large percentage (greater than most utilities) of the District’s budget are being met with “variable” cost revenue versus “fixed” cost revenue. We will want to work closely with Trilogy on resetting the annual equipment replacement fund for 2026. The Equipment Replacement Fund (ERF) was also discussed with Erickson during the audit and they also encouraged us to review the ERF as equipment is added from the Disk filter project and other equipment is fully depreciated.

Permit Renewal Status: No updates or communications from DNR this month. The DNR has not yet published the permit for public comment. District staff have reviewed and discussed new requirements and concerns contained within the proposed new permit. District has begun formulating written comments to DNR that communicate concerns and questions with proposed permit changes. We will continue to document our concerns in writing so we are ready for the public comment period.

Filter Project Open House: The open house was held on 5/20/25 and was lightly attended with good attention and follow through from the local media.

9. Adjournment

With no further business before the Commission a motion was made by Commissioner Sundelius and seconded by Commissioner Siebers to adjourn the meeting. Motion carried unanimously. (Time: 6:50 PM)

SIGNED & APPROVED BY: _____
Patrick E. Hennessey, Secretary