

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON September 9, 2025 AT THE HEART OF THE VALLEY MSD MEETING ROOM

Members Present: Bruce Siebers - Vice President
Patrick Hennessey - Secretary
John Sundelius - Commissioner
Kevin Coffey - Commissioner

Absent: Dave Casper - President

Also Present: Brian Helminger - District Director HOVMSD
Tammy Tucker – Office Manager HOVMSD
Dustin Jerabek - Director of Operations & Maintenance HOVMSD
Chad Giackino - Regulatory Compliance Manager HOVMSD
Alex Rossebo - VisuSewer
Mike Srnec – VisuSewer
Mike Gerbitz - Donahue
Scott Schramm – Strategic Municipal Services – Via Phone
Anna Hubber -Village of Kimberly – left at 6:05
Tim De Groot - Resident of Combined Locks

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

Vice President Siebers called the meeting to order at 5:00 PM.

2. Public Appearances

No appearances were made.

3. Approval of the Minutes of the September 9, 2025 Regular Meeting

The minutes of the September 9, 2025 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Sundelius 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. Interceptor Project – Change order #1 Discussion and Possible Action-

Alex and Mike of VisuSewer were both present to discuss the requested change order #1 with the Commission. Several manhole structures were discovered with corrosion and coating degradation that required abrasive blasting to fully remove existing coatings and then recoat the concrete surfaces. Visu has two crews onsite and is working 12 plus hour days. Wet weather has not affected progress and shouldn't as the work is primarily land based. The exception would be bypass pumping, where rain and high flows could affect Visu work progress. Currently, work continues on interior manholes and structure work that remains, unless unexpected defects are discovered in any remaining structures. Visu has brought in a subcontractor to reapply coatings on past structures and avoid mixing different concrete sealing systems. Visu is committed to moving forward and completing the project.

A motion was made by Commissioner Coffey to approve amending the contract completion date from September 30, 2025 to November 30, 2025 with the motion seconded by Commissioner Hennessey. A roll call vote was taken: Commissioner Sundelius, yes; Commissioner Coffey, yes; and Commissioner Siebers, yes; Commissioner Hennessey, yes. Motion carried unanimously.

B. Donohue - Headworks Screening Evaluation –

Mike Gerbitz presented an executive summary of the Headworks Screening Evaluation. The existing screening equipment is well past its expected life and will need future replacement. The overall goal is to replace the existing screening equipment while maintaining the 26 mgd rated capacity and increasing screening capture utilizing finer screens. Three options were deemed viable and were studied including: replacement Step Screens, flow through Perforated Plate screens, and finally the Center Feed Perforated Plate Screen. Each option came with pros and cons with the Step screens being found to be the most cost effective as minimal structural modifications would be necessary to accommodate installation in the existing building and channels. The Step screen option would allow each screen to have its own screenings wash press allowing independent screening operations in the event one screen is down for repairs or maintenance.

Over the past year, District staff have encountered air quality problems and occasional H₂S entering from the interceptor. Building improvements and new HVAC equipment are recommended along with continuous air monitoring to ensure safe entry.

The District has submitted a Clean Water Fund Intent to Apply document in order to be placed within a queue for future CWF project funding. The project would be fully designed and be ready to be bid out late in 2026 for construction activities beginning in 2027. The next step would be to consider a formal Donohue proposal for design and bidding services for 2026.

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 August 2025 Invoice. A new Culvers recently opened in Combined Locks with Island Sushi in Darboy closing this month.

D. Kane Communications-

Kane Communications provided a written update on work tasks completed in August as well as a list of ongoing scheduled tasks for September/October. Kane has been informed we will be moving forward in 2026 and using them on an as needed basis.

E. Septage Receiving Station Rehab- Monthly Report

Progress is being made on the septage receiving tank, with several notes made after construction began. Old painted coatings required use of abrasives to removed and a pipe penetration needed to be properly terminated and patched. Rebar ends were also ground back and sealed off along the top of the tank. The 3 blowers have been relocated and are back up and running again. The fiberglass cover and roof supports are already onsite and are waiting for install after the coatings are completed.

F. Interceptor Rehab Project – Monthly Activity Report

Scott Schramm of Strategic Municipal Services provided a detailed activity/progress summary for August. The structures are at 50% completion with a little work remaining to finish MH38 and MS 9 with crews moving to phase 4 and 5 to complete the remainder of the structures. Landscaping and site restoration along with removing the bypass in front of the library are also work tasks that are expected to be completed in the near future.

Leadership from Little Chute as well as the District, have been contacted about odor issues near MS3 located at the bottom of Santorum road in Little Chute. It is believed that the odors are released from the sewage as it tumbles down the hill creating turbulence and allowing the odorous gases to come out of solution. This is not a function of something happening in the meter station but rather specific conditions that are driven by warm temperatures and the turbulence in the sewer system.. Little Chute and the District are scheduled to meet and discuss the problem and report back to the residents.

Sewage Service Rate Review – Trilogy report update/recommendations, Discussion and possible action

Commission discussed changes to allocations and a summary memo from Christine with Trilogy. Commissioners wanted more detail on the changes in order to explain them if asked by community leadership or the public. There were no issues or concerns brought up with the proposed changes and allocation adjustments themselves.

A motion was made by Commissioner Sundelius to adopt the opposed revised Sewage Service Rate Methodology provided by Trilogy and to utilize the method for the HOVMSD 2026 Budget and seconded by Commissioner Hennessey. A roll call vote was taken: Commissioner Sundelius, yes; Commissioner Coffey, yes; and Commissioner Siebers, yes; Commissioner Hennessey, yes. Motion carried unanimously

G. Resolution #36; Discussion and possible action

No new information was brought forward related to Resolution 36. A brief discussion ensued and absent and obvious reimbursable costs to the City of Kaukauna, it was decided that no changes were justified at this time.

A motion was made by Commissioner Coffey to maintain current Resolution #36 with no changes being made seconded by Commissioner Siebers. A roll call vote was taken: Commissioner Sundelius, yes ; Commissioner Coffey, yes; Commissioner Siebers, yes; Commissioner Hennessey, yes. Motion carried unanimously.

6. Plant Reports for August 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 August 2025. Revenue received from the WPS-Fox Energy Center for effluent purchased in August was at \$21,016.60. Revenue received year to date is \$99,954.90. WPS-Fox Energy purchased 59% of the effluent produced in August.

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

<i>Parameter</i>	<i>Monthly Average</i>	<i>Permit Limit</i>
BOD-Biochemical Oxygen Demand	7.6 mg/L	30 mg/L
Suspended Solids	7.9 mg/L	30 mg/L
Suspended Solids	164 lbs.	801 lbs.
Phosphorus	.37 mg/L	1.0 mg/L
Ammonia	.23 mg/L	10 mg/L
Chlorides	816 mg/L	n/a

All permit values were met for August 2025.

B. Operations & Maintenance Report

Dustin Jerabek provided a written Operations & Maintenance report for August. Various repairs were detailed in the report for the month of August. The effluent disc filters were in operation continuously throughout the month. Chemical enhancement was used on/off ahead of the filters to optimize chemical usage and lower the effluent total phosphorus.

Badger State Waste hauled out 2 million gallons of biosolids in August and is waiting for crops to come off another field before returning. Badger will finish 2025 hauling by emptying Tank #2 when they return.

7. Financials

A. July 2025 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Siebers and seconded by Commissioner Hennessey. The Commission approved payment of the bills in the amount of \$761,935.59. A roll call vote was taken: Commissioner Siebers, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; and Commissioner Hennessey, yes. Motion carried unanimously.

B. Budget Comparison Report

The Commission received a Budget Comparison Report; there were no new budget lines discussed this month.

8. General Old or New Business

No new business for the record

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: 6:46 PM)

SIGNED & APPROVED BY:



Patrick E. Hennessey, Secretary