

## **MINUTES**

### **HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON JANUARY 13, 2026 AT THE HEART OF THE VALLEY MSD MEETING ROOM**

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

**Absent:** None

**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  
Heidi Schmitt Marquez – WI DNR

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

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

#### **1A. Commission Appointment of Timothy DeGroot**

Commissioner Timothy DeGroot was sworn in by Commission President Siebers. Mr. De Groot's is serving Combined Locks commissioner term previously held by Dave Casper that is set to expire on 10/1/2027.

#### **2. Public Appearances**

No appearances were made.

#### **3. Approval of the Minutes of the December 9, 2025**

The minutes of the December 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 media coverage this month. Helminger sent Commissioner De Groot the study report for replacement of the screening equipment screen which provides background information for the Headworks project planned for bidding in late 2026 and construction in 2027.

## **5. General Discussion Items**

### **A. Reissuance of NPDES Permit – WI-0031232-10-0– Modifications & Q & A - Heidi Schmitt Marquez, WI DNR –**

The District and the DNR met regarding permit changes and monitoring frequencies contained in the reissued discharge permit. The differences in permit were in most cases unsurprising and represent an increase in level of effort and additional costs in order to meet the revised permit. DNR issued the permit to correspond to the new year on 1/1/26. DNR staff agreed to be present for the HOVMSD commission meeting and provide perspective to the changes being implemented.

Discussion moved to addressing the increase in monitoring from 5 times a week to 7 times a week for both influent and effluent. The District objected to the increase in frequency in its written comments. The DNR addresses monitoring frequencies for wastewater permits in guidance document EGED #3400-2021-07 which came out after the last pe. This document establishes baseline standard monitoring frequency for pollutants and minimum monitoring requirements for permittees. Discharge data statewide is used and analyzed to determine recommended monitoring guidance for permit drafters. Monitoring frequencies of BOD, TSS and Ammonia for both influent and effluent will be required daily to ensure data consistency with in and out bound waters and follows department permit drafting policy for WWTF's discharging between 2-5 MGD.

A second sticking point for the District is the reduction of its allocation for discharge of suspended solids. The District's permit had allowed for 1345 pounds as a weekly average and 801 pounds for the month average being its TMDL allocation. The weekly and mass limits have been recalculated because an incorrect method was used to determine the District's original allocation. The correct calculation for the District is an average of 1,100 pounds per week and a monthly average of no more than 700lb per day which is the correct expression and is consistent with program policy. Schmitt Marquez indicated the Department again reviewed the TMDL calculations after meeting with the District, and they are correct. Helminger contends this is by definition a "change in limits" and that a compliance period should accompany the change in limits. The department deems the calculation as a change in the expression of the limit and not a change in the limit. Helminger indicated to those in attendance that this is where he and the department agreed to disagree. Marquez advised the DNR evaluated recent District effluent data and determined HOVMSD is already meeting the new TMDL mass limits. In future permits, when a permittee is meeting its TMDL obligation, and absent of any calculation errors, the expression of the limits is not re-evaluated. Schmitt Marquez indicated that she would recheck with their legal department on any compliance schedule. With having one of the fastest growing sewer service areas in the state, Helminger opined that both HOVMSD and DNR should be looking for ways to increase its TSS and phosphorus allocation rather than further tightening limits on its TSS allocation. Marquez indicated that if operating circumstances changed in the future, that it could reopen

the District's permits and modify the permit if the data warranted the modification. The reopen clause is noted in all discharge permits should the need and circumstances arise in the future.

## **B. Interceptor Rehab Project – Discussion and Possible Action**

SMS has not gotten the information for Phase 5 completion.

## **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 December 2025 invoice

## **D. 2026 Financial Support – Discussion & Possible action**

HOVMSD has made annual donations to the FWWA organization for a number of years in the amount of \$1500. In 2026, we have budgeted for the \$1,500 in budget line 59940, with the approval from commission. This year the conference is at Lambeau Field March 3 and 4<sup>th</sup>. Attendees are eligible for continuing education credits for attending.

A motion was made by Commission Siebers to donate \$1,500 in support of the 2026 FWWA conference in Green Bay and it was seconded by commissioner Hennessey. Motion carried unanimously.

## **6. Plant Reports for December 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 December 2025. Revenue received from the WPS-Fox Energy Center for effluent purchased in December was \$16,042; Revenue received to date for 2025 totals \$164,397. WPS-Fox Energy utilized 51 % of the effluent produced in December.

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

<b>Parameter</b>	<b>Monthly Average</b>	<b>Permit Limit</b>
BOD-Biochemical Oxygen Demand	6.3 mg/L	30 mg/L
Suspended Solids	7.0 mg/L	30 mg/L
Suspended Solids	206 lbs.	801 lbs.
Phosphorus	.27 mg/L	1.0 mg/L
Ammonia	.29 mg/L	18 mg/L
Chlorides	795 mg/L	n/a

**All permit values were met for December 2025.**

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

Dustin Jerabek provided a written O&M report and noted that plant operations and treatment were good in December. The disc filters were in operation continuously through the month until December 18<sup>th</sup>, to lower phosphorus. Total suspended solids are much lower when we do not run chemicals.

We are working with Aquachem on an H2S issue that was discovered when hauling biosolids.

DAF Unit #1 – We had a bottom scraper on DAF Unit #1 break in half when it was in operation. We worked with Piping Services that got us in contact with Brandt Manufacturing and they gave us a quote for \$4,856.18 to replace all the scraper flights. The new scrapers are on order at this time.

Meter Station #6 – The electric unit heater stopped heating. A new heater was ordered from Grainger at a cost of \$612 and it is installed.

Post Atad #1 Blower – The ASG-200 controller started to show a low suction pressure that was causing an alarm on the controller and faulting the VFD. The controller was original to the blowers in 2008 and is now obsolete. Aerzen provided a price of \$1,960 for a new ASG-200 Controller which was ordered and installed.

MCC Upgrade – The punch list was completed in December and now its just the power monitors that need to be integrated into the program. Then this project will be completed.

CR Meyer's provided the District with an invoice for \$6,000 less then what was quoted for the replacement of the storage tank decant valves. A subcontractor for excavation invoiced the following month and the overall job was completed as originally quoted.

## **7. Financials**

### **A. January 2025 Accounts Payable; Action for Approval**

After a review of the bills payable, a motion was made by Commissioner Coffey and seconded by Commissioner Sundelius to approve payment of the bills in the amount of \$ 641,8814.03. A roll call vote was taken: Commissioner Siebers, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner DeGroot, yes; and Commissioner Hennessey, yes. Motion carried unanimously. The Commission signed the check voucher register which includes general, and pre-paid invoices.

## **8. General Old or New Business**

**Hauled Waste Receiving Station** – All functions have been checked out and functioning as normal with its return to service. The punch list has been completed except for minor exterior painting which will be done when it warms up and dries out. The project is at substantial completion and continues to move toward full close out.

**Headworks Rehab/Screening Equipment Replacement Project-** The project design, specs along with bidding through to a recommendation for project award are within the scope of Donohue's Task order 15. The District would be prepared to bid the project in late fall for construction to start in Spring of 2027. More information will be shared after the District and Donahue meet for a kick off meeting on January 20<sup>th</sup>.

## **9. Adjournment**

With no further business before the Commission a motion was made by Commissioner Coffey and seconded by Commissioner Sundelius to adjourn the meeting. Motion carried unanimously. (Time: 6:23 PM)

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