

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON September 8, 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
Tim DeGroot - Commissioner

Absent: None

Also Present: Brian Helminger - District Director HOVMSD
Tammy Tucker - Office Manager HOVMSD
Chad Giackino - Regulatory Compliance Manager
HOVMSD
Dustin Jerabek - Director of Operations & Maintenance
HOVMSD
Jodie Greve – Accounts Payable/Asset Coordinator
HOVMSD
Bailey Miller – PCT HOVMSD
Dave Casper – Resident / Village of Combined Locks
Scott Schramm - Strategic Municipal Services
Anna Huber – Village of Kimberly

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

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

2. Public Appearances

No public appearances were made.

3. Approval of the Minutes of the August 11, 2026 Regular Meeting

The minutes of the August 11, 2026 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Sundelius to approve the minutes. Motion carried unanimously. The minutes were reviewed by District Director Helminger and Commission Secretary Hennessey prior to the meeting.

4. Correspondence

An email was sent out to Commission regarding the draft succession planning for the Commissioners to review and provide any comments.

5. General Discussion Items

A. Budget workshop review for 2027 and proposed Rates and Parameters

The Commission and staff reviewed the budget figures including detailed expense accounts, debt service, rate & Income data, and replacement information. The overall budget increase of 1.01% is due to the Debt Service Repayment, payroll and benefits. The Payroll and Benefit increase includes funding for the addition of an additional PCT position.

The 2027 budget will be publicly noticed and the budget and rate parameters will be officially adopted at the October 13, 2026 Regular Commission Meeting/Public Hearing.

B. Interceptor Rehab Project - Monthly Activity Report by Scott Schramm of SMS

Scott Schramm of Strategic Municipal Services provided a written monthly update for meeting dated 9/7/2026.

Punch list items are being scheduled and completed by the contractors. The remaining phase 5 railroad work has been pushed back due to equipment issues with the epoxy application equipment.

Change Order No. 2 was reviewed. The change order amount and work items were processed by SMS and reviewed with the Commission. The final CO2 version came in at \$575,000. The CO adjustment resulted in a change to the total contract value which is now approximately \$19.2 million. The timing of substantial completion was extended to November 15, 2026, including the punch list and all Phase 5 railroad work. The final completion date was also moved and is December 31, 2026.

Commissioner Siebers made a motion to authorize Brian (District Director) to act as the agent to execute change order 2 for the Interceptor Rehab Project and it was seconded by Commissioner Hennessey.

A roll call vote was taken: Commissioner Siebers, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Hennessey, yes; and Commissioner DeGroot, yes. Motion carried unanimously.

C. Erickson Audit Proposal for 2026 – 2028 – Discussion and Action

The Commission reviewed Erickson's audit proposal and a motion was made by Commissioner Coffey and seconded by Commissioner Sundelius to accept the three-year proposal with a \$750 increase yearly.

A roll call vote was taken: Commissioner Siebers, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Hennessey, yes; and Commissioner DeGroot, yes. Motion carried unanimously.

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 August 2026 invoice.

6. Plant Reports for August 2026

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 2026. Revenue received from the WPS-Fox Energy Center for effluent purchased in August = \$20,455.34; Revenue received to date for 2026 = \$129,976.25; WPS-Fox Energy purchased 54% of the effluent produced in August.

The average effluent concentrations for **August 2026** were as follows:

<i>Parameter</i>	<i>Monthly Average</i>	<i>Permit Limit</i>
BOD-Biochemical Oxygen Demand	4.8 mg/L	30 mg/L
Suspended Solids	5.0 mg/L	30 mg/L
Suspended Solids	209 lbs.	801 lbs.
Phosphorus	.23 mg/L	1.0 mg/L
Ammonia	.30 mg/L	4.4 mg/L
Chlorides	743 mg/L	n/a

All permit values were met for August 2026.

B. Operations & Maintenance Report

Plant operations and treatment were decent during August. Disc filters operated continuously without chemicals, except August 31 when equipment was exercised. A rapid mixer drive, damaged during the July power blips, required fuse replacement before the full system could operate.

Badger State Waste hauled biosolids from July 29–August 7, removing approximately 2.02 million gallons. Hauling is paused until fields are available after corn harvest. A fuel surcharge applies due to diesel prices exceeding \$4 per gallon.

Actiflo Water Champ Motor: Motor repairs were completed by Control Worx and returned as a spare at a cost of \$9,983.

Final Effluent Sampler: Replaced cracked pump assembly at a cost of \$997.

Solids Basement Drains: Peterson Plumbing replaced approximately 25 feet of cast iron pipe and fittings due to ongoing leaks at a cost of \$2,590.

Solids MCC Room HVAC: Compressor was replaced under warranty; labor and materials totaled \$2,293.

Tunnel Drains: Speedy Clean cleared drains in Tunnels A and B and jetted the main line. The work improved drainage throughout the tunnels and cost \$2,520.

7. Financials

A. September 2026 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Siebers and seconded by Commissioner Hennessey to approve payment of the bills in the amount of \$663,536.25. A roll call vote was taken: Commissioner Siebers, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Hennessey, yes; and Commissioner DeGroot, 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

Headworks Project Update: Brian Helminger provided an update on the Headworks Project. Final numbers have been received from Donohue, and remaining information and measurements have been completed. The project is anticipated to go out for bid the week of October 5 or October 12. A mandatory pre-bid meeting is scheduled for October 27, with bid opening scheduled for November 18.

Summer 2026 Intern: Roy Kressman completed his internship on August 29 and returned to UWSP after gaining experience in lab and utility operations and beginning DNR certification exams.

Organization and Succession Planning: Staff have begun developing a succession plan and retirement timeline to help prepare for future staffing needs.

9/4/26 Blending Event: Heavy rainfall caused a rapid increase in flows, requiring blending during the early morning hours before flows quickly subsided.

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: 5:55 PM)

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