MINUTES

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

Members Present: John Sundelius - President
Kevin Coffey – Vice President
Patrick Hennessey - Secretary
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
Jeremy Freund – Village of Kimberly

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

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

2. Public Appearances

No appearances were made.

3. Approval of the Minutes of the September 8, 2026 Regular Meeting

The minutes of the September 8, 2026 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner De Groot 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

A couple emails updates were sent out this month. The subject material they contained does not appear on the agenda.

5. General Discussion Items

A. Public Hearing for the Adoption of the 2027 Budget & Rate Charge Parameters

A motion was made by Commissioner Hennessey and seconded by Commissioner De Groot to enter into a Public Hearing. Motion carried. The Public Hearing was officially noticed and published in the Appleton Post Crescent/Gannett on 09/16/2026. Hearing no comments from the audience and receiving no written correspondence, a motion was made by Commissioner Coffey and seconded by Commissioner Hennessey to close the Public Hearing. Motion carried.

A motion was made by Commissioner Coffey and seconded by Commissioner De Groot to adopt the 2027 Budget as presented and published in the amount of $7,594,526 with the rate charge parameters as follows: Flow $0.902 /1000 gallons; BOD $0.145 /pound; Suspended Solids $0.231 /pound; Phosphorus $9.68 /pound; Ammonia $0.624 /pound; and Chlorides $0.011/pound. A roll call vote was taken: Commissioner Sundelius, yes; Commissioner Hennessey, yes; Commissioner Coffey, yes; and Commissioner De Groot, yes; Motion carried unanimously. The 2027 operating budget reflects a 1.01% increase from 2026.

B. Election of Officers - President, Vice President, & Secretary

A brief discussion among the commissioners took place to confirm whom was willing to accept the Commission appointments for the positions of President, Vice President, and Secretary. Commissioner Hennessey asked Vice President Sundelius if he would accept the position of President, Sundelius accepted. Commissioner Hennessey asked Commissioner Coffey if he would accept the position of Vice President, Coffey accepted and Commissioner Sundelius asked Commissioner Hennessey if he would remain in the position of Secretary, and Hennessey accepted. Commissioner De Groot then made a motion to approve the slate of candidates for these positions. The motion was seconded by Commissioner Hennessey. A roll call vote was taken: Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Hennessey, yes, and Commissioner De Groot, yes. Motion carried unanimously. Commissioner Sundelius will accept the position of President, Commissioner Coffey will accept the position of Vice President and Commissioner Hennessey will remain as Secretary.

C. Interceptor Rehab Project – Monthly Update

Interceptor rehabilitation work is nearing completion. Manhole preparation has been completed, and epoxy coating application is expected to begin Monday. Bypass pumps remain operational, and no major project issues were reported.

Change Order No. 2 documentation remains outstanding. Payment associated with the change order will be withheld until the required documentation is submitted.

Site restoration work, including slit seeding and re-strawing, has been completed. Turf establishment may be delayed approximately one month, and contractor compensation may be adjusted accordingly.

D. Adoption of Resolution #216 Appointment of Public Depositories

A motion was made by Commissioner Hennessey and seconded by Commissioner Coffey to adopt Resolution #216 naming the approved public depositories for the Heart of the Valley Metropolitan Sewerage District. A roll call vote was taken: Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Hennessey, yes; and Commissioner De Groot, yes; Motion carried unanimously.

E. Motion for Appointment of Official Newspaper

A motion was made by Commissioner Sundelius and seconded by Commissioner De Groot to appoint the Appleton Post Crescent/Gannett Newspaper as the official newspaper of the Heart of the Valley MSD. A roll call vote was taken: Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Hennessey, yes; and Commissioner De Groot, yes; Motion carried unanimously

F. 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 October 2026 invoice.

6. Plant Reports for October 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 October 2026. Revenue received from the WPS-Fox Energy Center for effluent purchased in September = $18,897.86; Revenue received to date for 2026 = $148,964.10 WPS-Fox Energy purchased 36% of the effluent produced in September.

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

Parameter	***Monthly Average***	***Permit Limit***
BOD-Biochemical Oxygen Demand	5.0 mg/L	30 mg/L
Suspended Solids	5.3 mg/L	30 mg/L
Suspended Solids	230 lbs.	801 lbs.
Phosphorus	.23 mg/L	1.0 mg/L
Ammonia	.30 mg/L	4.4 mg/L
Chlorides	742 mg/L	n/a

All permit values were met for September 2026.

As a result of a recent pretreatment inspection by DNR, changes are necessary to the HOVMSD Sewer Use Ordinance, including:

Removing the obsolete PCB testing requirement in Section 4.05. Removing unenforced spill-prevention language in Section 4.09 while retaining the already existing written discharger spill notification requirements.

Adding language for Non-Categorical Significant Industrial Users (NC-SIUs) allowing regulation of smaller low volume industrial dischargers.

The proposed changes will need to be published, member communities will be notified, and a public hearing will be scheduled before any adoption of SUO changes.

B. Operations & Maintenance Report

Plant operations and treatment were generally good throughout September, considering flows remained elevated for most of the month due to rain events. On September 4, the service area received approximately 3.25 to 5.0 inches of rain. As a result, a blending event occurred, with 2.56 million gallons of blended effluent being mixed with normal effluent flow.

The disc filters operated continuously the entire month. No chemicals were used during normal operation, except from September 1 through September 4, when all the chemical feed equipment was exercised to verify proper operation.

Badger State Waste resumed biosolids hauling on September 14 and completed hauling on September 28. A total of 1.90 million gallons of biosolids was hauled during this round, bringing the year-to-date total to 3.92 million gallons.

The report included discussion of major repairs over the source of the month. The rebuild of an Actiflo turbine pump, HVAC repairs, meter station communication issues and a section of roofing was replaced.

7. Financials

A. October 2026 Accounts Payable; Action for Approval

After a review of the bills payable, a motion was made by Commissioner Sundelius and seconded by Commissioner Coffey to approve payment of the bills in the amount of $636,293.17. A roll call vote was taken A roll call vote was taken: Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Hennessey, yes; and Commissioner De Groot, 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

Land application activities for 2026 have been completed.

HOVMSD hosted two communities who came on site to inspect the tertiary filter equipment and the automated chemical cleaning system.

The succession planning documentation remains in progress, with completion targeted for year-end.

9. Adjournment

With no further business before the Commission, a motion was made by Commissioner Coffey and seconded by Commissioner De Groot to adjourn the meeting. Motion carried unanimously. (Time: 5:40 PM)

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