

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT SPECIAL COMMUNITY MEETING HELD ON **October 28, 2025** AT THE VILLAGE OF COMBINED LOCKS 0?

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

Absent: None

Also Present: Brian Helminger - District Director HOVMSD
Dustin Jerabek - Director of Operations & Maintenance HOVMSD
Tammy Tucker - Office Manager HOVMSD
Chad Giackino – Regulatory Compliance Manger HOVMSD
Jodie Greve – Accounts Payable/Asset Coordinator
Scott Schramm - Strategic Municipal Services
John Neumeier - City of Kaukauna
Mike Gerbitz - Donohue & Associates
John Stoeger – Stoeger & Associates
Brian Roebke – Times Villager
RJ Talbot – Combined Locks
Matt Woicek – Village of Little Chute
John Neumeier –Combined Locks
Racquel Shampo Giese –Combined Locks
Keith Weyenberg –Combined Locks
Dustin Diedrick –Combined Locks
Tim Degroot – Combined Locks
Anna Huber –Village of Kimberly
Danielle Block – Village of Kimberly
George Schmidt –Darboy Sanitary
Bruce Corning – Darboy Sanitary
Randy Verhagen –Darboy Sanitary
Marty Decoster – Kaukauna
Bradlee Schinke – Combined Locks

1. 12:00 Noon. Call to Order – Roll Call

President Siebers called the meeting to order at 12:00 Noon.

2. Introduction – District Director Brian Helminger

District Director Helminger welcomed the group to the first District member community meeting for 2025.

The meeting presenters were introduced; Mike Gerbitz of Donohue, Scott Schramm of Strategic Municipal Services, and John Stoeger of Stoeger & Associates. He then reminded the audience that the meeting was noticed and is an official HOVMSD meeting and that minutes would be taken and posted to the District's website. Attendees were reminded that meeting documents including supporting materials, minutes, and current project updates are available for review anytime on the District website located at www.hvmsd.org.

3. HOVMSD Updates – District Director Brian Helminger

District Director Helminger went over year-to-date sewer connection information and sewage loadings for the year. There have been 164 new connections to member community sewer systems making it likely that by year end the historical average of 179 new connections will be surpassed.

Influent flows are down slightly from 2024 as is the ammonia and BOD loads inbound to the treatment facility. The average BOD load is nearly 76% of plant rated capacity and ammonia is just over 71% of capacity. These figures are lower than preceding years and the District no longer received points on the annual CMAR for being loaded at greater than 90% of plant rated capacity.

Helminger informed the group about its 2026 budget and the User Charge review performed by Trilogy Consulting LLC. Trilogy recommended adjustments to align with current utility practices and designed a new equipment replacement fund roster that includes all the new equipment added in the effluent filter project. The 2026 budget has been approved and the annual sewer rate parameter information for next year has been sent to the District's member communities.

4. FOG Program Update – John Stoeger of Stoeger & Associates

John Stoeger gave an update on the FOG Program and shared reasons why we should be concerned with FOG in the sewer systems. The FOG program is going well and he encouraged the communities to notify him when a new business comes into their community, an existing business closes, or changes ownership.

5. Interceptor Rehab Project Update – Scott Schramm of Strategic Municipal Services

Schramm of Strategic Municipal Services updated the communities on the progress of the interceptor rehabilitation project. The end of the project is in sight and substantial completion should occur in the month of November. Contractors are finishing the structures in Phases 4 and 5 this part of the project is focused on the internal rehab of the structures in Kimberly and Combined Locks. We are at 90% project completion in pay requests the 4th quarter will include potentially closing contract, the final pay requests and contract required construction documentation. In past years, one of the key points we talked about was looking at the community systems and what might be completed in concert with the District's interceptor project. This was accomplished with the City of Kaukauna, whose MS #6 wetwell was getting

chewed up with corrosion, by scheduling coatings work while the District was bypassing the meter station. The project was still expensive, but Kaukauna realized an estimated savings of up to \$100,000 by not having to pay for bypass pumping since the District already had bypass pumping within its Interceptor project scope.

Scott informed the group that once the project is complete, he will bring forward another photo progress update on the project and its completion at the next community meeting.

6. 2024 Clearwater Review – Mike Gerbitz

Mike Gerbitz of Donohue began by explaining the difference between stormwater & wastewater, and origin and sources of inflow versus infiltration. He explained how clearwater entering the plant costs money in both pumping and treating water that doesn't need treatment. The clear water intrusion also reduces the wastewater carrying capacity of the collection system, and reduced detention time and treatment capacity at the WWTF. Mike then showed slides with individual community data for average dry weather flow and average peak wet weather flows as well as data from 2024 storm events. The District began modeling and monitoring clearwater flows in 2006 and have upgraded over the years to the "new" best available predictive modeling. Mike stressed the importance of continued vigilance in monitoring and reducing the clearwater to the treatment plant to maximize the useful life of the current District treatment facility. Donohue and the District are available for one on one meetings to review individual system performance as requested.

7. General Old or New Business

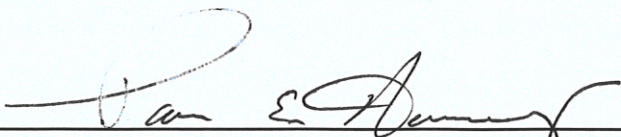
District Director Helminger introduced Tammy Tucker who is now the new Office Manager and Jodie Greve who is the new Accounts Payable/Asset Coordinator. Brian also mentioned that the District is evolving in front of everyone's eyes, as there were 3 retirements in 2025. Helminger pointed out that of the 11 District employees, 9 out of the 11 have not yet been in their positions for 2 years.

Brian also recognized Commissioner Dave Casper, President of the HOVMSD Commission for serving on the board for 32 years, Dave will be officially retiring at year end. Bruce Siebers will be moving from Vice President to the President on 1/1/2026. The next community meeting will be scheduled in the spring of 2026.

8. 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: 1:09 PM)

SIGNED & APPROVED BY:


Patrick E. Hennessey, Secretary