

MINUTES

HEART OF THE VALLEY METROPOLITAN SEWERAGE DISTRICT REGULAR MEETING HELD ON JANUARY 10, 2024 AT THE HEART OF THE VALLEY MSD MEETING ROOM

Members Present: David Casper - President
Bruce Siebers - Vice President
Patrick Hennessey - Secretary
John Sundelius – Commissioner (via phone)
Kevin Coffey - Commissioner

Absent: None

Also Present: Brian Helminger - District Director HOVMSD
Dustin Jerabek - Foreman HOVMSD
Chad Giackino - Regulatory Compliance Manager HOVMSD
John Neumeier - City of Kaukauna
John McDonald - Village of Little Chute

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

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

2. Public Appearances

No appearances were made.

3. Approval of the Minutes of the December 12, 2023 Regular Meeting

The minutes of the December 12, 2023 Regular Meeting were presented to the Commission. A motion was made by Commissioner Coffey and seconded by Commissioner Siebers to approve the minutes as written. Motion carried unanimously. The minutes were reviewed and pre-approved by Secretary Hennessey.

4. Correspondence

The Commission received a copy of an article published in The Business News, dated 12/18/2023, regarding the interceptor rehabilitation construction project.

5. General Discussion Items

A. Interceptor Rehabilitation Project – Monthly Activity Report

Scott Schramm of Strategic Municipal Services provided a detailed activity/progress summary for December. There will be a pre-construction conference in late March. Clean Water Fund loan documents are being prepared and close to completion.

B. Effluent Filtration Project – Monthly Activity Report

The Commission received a project status report from Donohue detailing construction activities and progress photos from November 26 - December 31, 2023. Electrical and PLC work is ongoing in advance of expected start up. Some equipment checkouts and training has already been calendared for February. Performance demonstration and filter training will likely be in early March.

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 2023 invoice.

D. Site Remediation Update

The DNR confirmed receipt of the NR700 semi-annual progress report. A response letter to the site investigation report is the next anticipated step to closure.

E. Leonard & Finco – Monthly Activity Report

Leonard & Finco provided a written monthly update of projects completed in December as well as a list of ongoing and upcoming tasks for January and February which include drafting letters to residents on Vandenberg Lane, Sanitorium Road, along the Fox River & adjacent to Heesakker Park, update & complete HOV's facility brochure, draft social media posts and website updates, and complete a whiteboard video for the effluent disc filter project.

6. Plant Reports for December 2023

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 2023. Revenue received from the WPS-Fox Energy Center for effluent purchased in December = \$15,689.15; Revenue received to date for 2023 = \$174,808.25. WPS-Fox Energy purchased 54% of the effluent produced in December.

The average effluent concentrations for **December 2023** were as follows:

<i>Parameter</i>	<i>Monthly Average</i>	<i>Permit Limit</i>
BOD-Biochemical Oxygen Demand	10.9 mg/L	30 mg/L
Suspended Solids	17.8 mg/L	30 mg/L
Suspended Solids	411 lbs.	801 lbs.
Phosphorus	.57 mg/L	1.0 mg/L
Ammonia	.41 mg/L	18 mg/L
Chlorides	723 mg/L	n/a

All permit values were met for December 2023.

Staff and Commissioners discussed loading projections as suspended solids was noted to be off for 2023. Staff will be looking at past history, current sampling protocol, variations in loadings, and bring forward further discussions next month.

B. Operations & Maintenance Report

Dustin Jerabek provided a written O&M report and noted that plant operations and treatment were good for December. Biostyr blower #6 will be repaired by Aerzen at a cost of \$6,286.60. The biofilter rock media will need to be removed and screened or totally replaced because of plugging issues. The peakflow west wetwell transducer will need to be replaced; Todd from TVG Automation will be supplying a quote. Two new inlet heads have been ordered for the actiflo hydrocyclone at a cost of \$4,844. A replacement seal was purchased for the DAF thickened sludge pump #2 at a cost of \$3,014, as well as a completely new suction case for \$2,499.

7. Financials

A. January 2024 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 \$807,612.56. A roll call vote was taken: Commissioner Casper, yes; Commissioner Sundelius, yes; Commissioner Coffey, yes; Commissioner Siebers, yes; and Commissioner Hennessey, yes. Motion carried unanimously. The Commission signed the check voucher register which includes general, pre-paid, and petty cash checks.

8. General Old or New Business

- *Fox Wolf Watershed Conference:* The District has sponsored the conference at the gold level which includes three attendees. Brian Helminger, John Sundelius, and Bruce Siebers will be attending.
- *Commissioner Compensation:* This topic will be placed on the February 13th agenda for discussion and possible action.

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: 6:12 PM)

SIGNED & APPROVED BY: 
Patrick E. Hennessey, Secretary