

**MINUTES OF THE MEETING OF THE
OSG EXECUTIVE COMMITTEE
HELD ON MARCH 19, 2015**

ROLL CALL

The meeting was called to order by Chairperson Chuck Hornung at 1:00 p.m. at the offices of Edgerton, St. Peter, Petak & Rosenfeldt. Present were Executive Committee members Guelig, Hornung, Kolell, Lefeber, Miller and Schmitz. Also present were Ron Cunzenheim, Nick Leonard, John St. Peter and Bill Gius. Open meeting notice was confirmed.

**APPROVAL OF
MINUTES**

Motion and second with unanimous approval of the January 15, 2015 Executive Committee meeting minutes.

TSC UPDATE

Messrs. Leonard and Cunzenheim reported on the following:

- SSA Update. Mr. St. Peter circulated a copy of a letter sent to Joseph Huffman at East Central Wisconsin Regional Planning Commission describing the status of the pending border negotiations between various OSG member Towns and the City of Fond du Lac.
- Hydrogen Sulfite. Mr. Cunzenheim confirmed that he provided information to the City on the extent to which OSG entities were adding chemicals to reduce hydrogen sulfite.
- Manhole Specifications. Messrs. Cunzenheim and Leonard reported that the City is revising the standard specifications to permit a new plastic ring product as an alternative to the use of “chimney” seals. The new specification will be circulated when available.
- Rolling Meadows Interceptor. Mr. Cunzenheim reported that the City of Fond du Lac may have under estimated its capacity in the Rolling Meadows interceptor. The City will present revised capacity calculations to Mr. Cunzenheim and the Town of Fond du Lac Sanitary District #3.
- City Sewer Rates. John Mayer, the City’s rate consultant, was in attendance at the most recent TSC meeting. He reported that Milk Specialties (the former Galloway West facility) has significantly reduced its flow. This may have a \$50,000 negative impact to the OSG membership on an annual basis. However, a significant portion of this money is offset by income received by the City (and accruing to the benefit of the OSG) by virtue of the City’s use of the high strength waste

trucked to the sewer plant. Messrs. Cunzenheim and Leonard confirmed their agreement with this information and the potential impact on the OSG.

- Phosphorus Update. The TSC continues to monitor available steps to reduce the extent of phosphorus. Unfortunately, the addition of new chemicals will not achieve the required .04 standard. Other alternatives will be explored.
- Frequency of Sampling. The new treatment plant manager has instructed staff to follow the provisions of the Master Sewer Agreement requiring sampling on a 7-day consecutive basis. Messrs. Cunzenheim and Leonard noted that this will generate higher flows but lower strengths. They agree with this change.
- LeClare Farms. Mr. Cunzenheim reported that the City is retesting the discharge and calculating a true-up. The extent to which LeClare Farms will owe additional money to the City and OSG downstream users should be determined before the end of 2015.

**TELEVISIONING
SEWER LINES**

Attached to these minutes is a summary of the 2015 sanitary sewer televising program. Messrs. Cunzenheim and Leonard noted that Green Bay Pipe & TV submitted the lowest proposal of \$88,483.60. The following OSG members will participate in this joint purchasing program: Village of North Fond du Lac, Taycheedah Sanitary District #1, Taycheedah Sanitary District #3, Calumet Sanitary District, Friendship Sanitary District #2, and Fond du Lac Sanitary District #3. Green Bay Pipe and TV will bill each entity directly. Mr. Cunzenheim will assist in implementing the program.

SEWER LATERALS

Mr. St. Peter acknowledged the distribution of a sample ordinance regarding the repair and replacement of defective sanitary sewer laterals. The OSG members are encouraged to consider the use of this or a similar ordinance to monitor the condition of sanitary sewer laterals when property is transferred from one property owner to another.

**AMENDING
MASTER SEWER
AGREEMENT**

The TSC, in conjunction with the City's rate consultant, John Mayer, is recommending that the City and the OSG membership amend Section 10.2 of the Master Sewer Agreement, which sets forth a protocol using a budget to determine the sewer rates. Mr.

Mayer and the TSC recommend that the true-up rates should become the rates in effect for billing purposes until the next subsequent true-up occurs. This change will reduce the extreme rate fluctuations from one year to the next. After further discussion, motion and second with unanimous approval of the following:

RESOLVED, that legal counsel John St. Peter is authorized and directed to prepare a draft amendment to Section 10.2 to provide that the true-up rates should become the rates in effect for billing purposes until the next subsequent true-up occurs.

FURTHER RESOLVED, that the OSG Executive Committee recommend adoption of the amendment by the OSG membership.

**RON CUNZENHEIM
RETIREMENT**

Ron Cunzenheim announced to the Executive Committee that he intends to retire from providing services to the OSG late Summer or early Fall 2015. He thanked the OSG Executive Committee for the opportunity to serve the OSG. The Executive Committee reciprocated its appreciation to Mr. Cunzenheim for his many years of service. There followed discussion of the necessity for an engineering representative, particularly at TSC meetings. After further discussion, motion and second with unanimous approval of the following resolution:

RESOLVED, that Executive Committee members Hornung, Kolell and Leonard are authorized to retain the services of Eric Otte of J.E. Arthur & Associates, subject to the OSG's legal counsel's approval of the engagement agreement.

NEXT MEETING

The next meeting of the Executive Committee will be held on May 21, 2015 at 1:00 p.m. at the offices of Edgerton, St. Peter, Petak & Rosenfeldt.

ADJOURNMENT

No other business coming before the Executive Committee, the meeting was adjourned.

Respectfully submitted,

John A. St. Peter, Recording Secretary