

**MINUTES OF THE ANNUAL MEETING OF THE
OUTLYING SEWER GROUP
HELD ON SEPTEMBER 15, 2016**

ROLL CALL

The meeting was called to order at 6:00 p.m. by Chairperson Chuck Hornung at the North Fond du Lac Community Center, North Fond du Lac, Wisconsin. The attendance sheet is attached for reference. Chairperson Hornung confirmed open meeting notice and declared a quorum.

**APPROVAL OF
MINUTES**

Motion and second to approve the September 17, 2015 annual meeting minutes as previously submitted to the membership. Motion carried.

**RENEGOTIATION
OF MASTER SEWER
AGREEMENT**

This discussion began with legal counsel John St. Peter noting that the term of the existing Agreement with the City is for as long as the members of the OSG are dependent upon the City for the transportation and treatment of their wastewater. He added that Section 3.2 states that any party may reopen the Agreement in 2019 for the purpose of negotiating changes to its terms, with the exception of the duration of the Agreement. Consequently, reopening the Agreement is not mandatory. There followed discussion about the topics that might be addressed if either the OSG or the City formally requested that the Agreement be reopened. These discussion topics include plant capacity allocations, the calculation of "exceedances" used to determine clear water reduction charges, adjustments to the annual true-up methodology, and, the simplification of the existing Agreement. Although no vote was taken, the consensus among the OSG members in attendance was that there is a lack of a pressing need to reopen the Agreement. Having said this, the OSG membership requested that the Executive Committee and the OSG representatives on the TSC inquire from the City whether the City wishes to reopen the Agreement and, if it does, the discussion topics.

TSC UPDATE

Mr. Leonard provided the following TSC update:

- Phosphorus TMDL. The City expects to know the phosphorus TMDL numbers by 2017. This will provide important information concerning the City's obligations for compliance with the new phosphorus regulations.

- Ammonia Project. The City is required to meet new regulations regarding ammonia removal. This will likely be an active discussion topic for the TSC in 2017.
- Emergency Contact. The City has previously requested that each OSG member identify a phone number and an email for emergency contacts. Some but not all OSG members have provided the City with an emergency phone number and email. The OSG members in attendance requested that Mr. St. Peter's office contact each OSG member to obtain this information.
- Plume Debris. The City has informed the OSG TSC representatives that City inspectors have noticed excessive debris in OSG member plumes. This needs to be addressed.
- Notice for Flow Meter Replacements. The City asked the TSC to remind all OSG members that the City must be notified if and when flow meters are replaced at various OSG lift stations.
- Underground Locate Services. The TSC representatives reminded the OSG membership that each OSG entity must have contracted for locates services for the purpose of locating all buried utilities, whether sewer or power.

GENERAL ISSUES

Mary Toriello from the Town of Empire Sanitary District #1 suggested that the OSG Executive Committee pursue retaining a joint plumber who could provide necessary services to multiple OSG members. The topic will be placed on the OSG Executive Committee meeting agenda.

NEXT ANNUAL MEETING

The next annual meeting of the OSG membership will be held on September 21, 2017 at the Village of North Fond du Lac Community Center, unless otherwise noticed.

ADJOURNMENT

No other business coming before the OSG, the meeting was adjourned.

Respectfully submitted,

John A. St. Peter, Recording Secretary