

**MINUTES OF THE MEETING OF THE
OSG EXECUTIVE COMMITTEE
HELD ON MAY 18, 2017**

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 Robert Giese, Chuck Hornung, Norbert Kolell and Howard Miller. Also present were John St. Peter, Nick Leonard and Eric Otte. Open meeting notice was confirmed.

**APPROVAL OF
MINUTES**

Motion and second with unanimous approval of the March 16, 2017 minutes.

TSC UPDATE

Messrs. Leonard and Otte provided the following TSC update:

- Increased Use of Chemicals. The TSC was advised that the City of Fond du Lac lost its supply of vegetable beets, which means a reduction of an important source of carbon. Consequently, the Regional Treatment Plant anticipates an increased use of chemicals.
- Ammonia Removal Update. The TSC was informed that the City continues its design of the side stream ammonia removal process. At the appropriate time Mr. Leonard will submit the OSG's questions regarding (a) why the project is needed; (b) is the project primarily for energy savings, and if yes, what is the expected payback; and (c) the extent of documentation pursuant to Section 7.3.3 of the Master Sewer Agreement. After obtaining this information the OSG will revisit the extent of the obligations created by Section 7.1.1.
- 2017-2021 CIP. For some time Mr. Leonard has been asking the City for a more detailed explanation of the 2017-2021 CIP, particularly with regard to the phosphorus and ammonia removal expenditures. Autumn Fisher advised the OSG representatives that the City is willing to make a presentation to the OSG membership regarding the significant CIP budget. The parties contemplate a meeting on July 20. Mr. Leonard will confirm the date. If the meeting will occur on July 20, the OSG will reschedule its annual meeting from September 21 to July 20. Mr. St. Peter's office was asked to provide the appropriate notice once the July 20 date has been selected.

- Quarterly Meter Recalibration. The City is performing quarterly recalibrations of OSG meters. It has experienced difficulties with only a limited number of OSG meters. The TSC will continue to exchange information on this topic.
- Sewer System Maps. The City representatives to the TSC acknowledged having received most of the sewer system maps from OSG membership. (This information was previously performed by Ron Cunzenheim.) Mr. Otte will contact Paul DeVries for the purpose of identifying the remaining OSG members that need to submit the mapping information.
- 2016 Annual Summary of Facility. The City distributed the 2016 annual summary. A copy is attached for reference. The City has renamed the facility “Fond du Lac Regional Wastewater Treatment and Resource Recovery Facility.”

2016 TRUE-UP

Mr. St. Peter confirmed that Baker Tilly’s analysis of the City’s 2016 true-up has been distributed to the OSG membership. None of the members have contacted either Mr. St. Peter’s office or Messrs. Leonard or Otte for additional information. Mr. Leonard again stated the need to amend the current system, which uses a 3-year average concentration. As noted by Baker Tilly, for 2016 this resulted in the concentration from the prior two dry years being incorporated and applied to the volume of the wet year, which could potentially result in higher loadings for the members. Mr. Leonard recommends that all OSG members build their budgets using a 5-year average so as to better reflect fluctuations.

NEXT MEETING

The next meeting of the Executive Committee is scheduled for July 20, 2017. Assuming that this will also serve as the date for the annual meeting of the OSG membership, the Executive Committee meeting will begin at 5:00 p.m. at the Wastewater Treatment Facility followed at 5:30 p.m. with the annual meeting of the membership.

ADJOURNMENT

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

Respectfully submitted,

John A. St. Peter, Recording Secretary