

TECHNICAL STANDARDS COMMITTEE  
Minutes - Monthly Meeting  
WTRRF Conference Room - 700 Doty Street  
Tuesday 1:30 PM, May 18, 2018

**Call to Order** – The meeting was called to order at 1:30 p.m.

**Roll Call** – Present were Jordan Skiff, Paul DeVries, and Nick Leonard. Eric Otte and Cody Schoepke were absent and excused.

**Approval of March Minutes**– A motion was made by Paul De Vries and seconded by Jordan Skiff to approve the March 2018 meeting minutes. Discussion of the minutes took place, at which time Nick Leonard asked that the first sentence of list item five, under Metering & Sampling, be changed to read: “In the event the City elects to upgrade the meters, each sanitary district will pay for the upgrades to equipment in their district.” A motion to approve the March minutes, as amended was made by Paul De Vries and seconded by Jordan Skiff. The motion carried.

**Communication Session**

*Reports on:*

- **Correspondence Relating to the Regional Wastewater System**
  - ◇Nick Leonard will become the North Fond du Lac Village Administrator effective June 18, 2018. Nick will inform us as to his continued participation on this committee, as there may be restructuring of some administrative positions for the Village of North Fond du Lac.
- **Records Exchange – Update of Contact List**
  - ◇The mapping is on the back burner until the vacant GIS position in the Engineering Division is filled.
- **Sewer or System Improvements Anticipated, in Progress or Completed (Extensions or Rehabilitations)**
  - ◇Most of the main line work in Fond du Lac Avenue has been completed. Construction will move to the south to complete lateral work, sometime after the Fond du Lac County Fair ends. Parker Construction will begin street construction work approximately June 11, 2018. The City will be working with Strand Associates on lift stations, (Taycheedah and two others if funding permits) that will include rehab and lining. The focus of the pipe lining program will be on transite pipe that was televised and found to be in need of repair. C & M is working on I and I spot repairs in the collection system.
  - ◇After the most recent storm event, Nick and NFDL personnel canvassed the NFDL service area and inspected manholes, not located in the road, and found several open pick holes.
  - ◇Paul reported that Faith Lutheran Church has decided not to connect to the sanitary district sewer main in Mariearl Lane because it was cost prohibitive.
  - ◇Nick said once flows are down, probably sometime in August, the line in North Fond du Lac previously found to have sludge in it, will be televised.
- **FP or RSAP Amendments Anticipated, in Progress or Completed**
  - ◇None
- **Metering and Sampling**
  - ◇Paul will be reviewing the new flow meter data collected from the last rain event.
  - ◇Jordan thanked Nick for efforts made to divert flow to the North Fond du Lac tank.

◇Nick questioned whether the West Scott Street interceptor is surcharging back to North Fond du Lac in high flow events, and if so, he would have to consider how the tank is operated in the future.

◇Nick asked about the new laser meters and if they still record during a sur-charge condition. Paul said the meters with transducers are designed to remain operable in a sur-charge condition. Paul will forward data from those meters to Nick.

- **Clearwater Reduction Fund Status and Party Activity**  
◇None
- **Receive Sewer Project Closeout Records and Shared Sewer Cost Calculations**  
◇None
- **Distribute Updates to Regional Sewer Design and Constructions Standards and TGM Revisions**  
◇None
- **Review Prior Activity**  
◇None

### **Technical Session – Consent Agenda**

*Review as needed:*

- **Review and evaluate new products and technology for incorporation into the standard specifications.**
- **Monitor the assessment, accumulation and use of the Clearwater Reduction Funds**
- **Maintain procedures and protocol for compliance with the Agreement**
- **Review and recommend proposed changes, revisions, clarifications, and amendments to the Parties regarding the Agreement and the TGM**
- **Consider and decide requests for specification waivers**
- **Prepare appropriate specification amendments**
- **Review shared sewer cost calculations for compliance with TGM procedures Conduct review of proposed revisions to the 2000 RSAP to identify potential regional impacts**

### **Special Quarterly Agenda Item:**

- **Carried Over From April (No Meeting) – Introduce New Government Officials & Technical Review of Specs and New Products**

◇Jordan reported that the Fond du Lac City Council recently elected Ben Giles and Donna Richards as new members. Jordan has updated them on the TMDL and WTTRF projects.

◇North Fond du Lac elected one new Village Board member.

◇Nick suggested removing chimney seals from the specs since no one uses them anymore.

◇Strand Associates will be reevaluating the manhole rehab methods from the last six to eight years and make recommendations based on those findings.

### **Additional Items**

- **WTRRF Operations Update**  
◇Jordan had a conversation with WDNR Basin Engineer, Mark Stanek, who was complimentary to the City after the last rain event, regarding the blending at the plant and the by-passing in 14 locations in the collection system. Mark informed Jordan that blending is not a violation of our permit. Paul wondered if by-passing sooner would alleviate flow issues in the collection system.

◇Watershed issues will be explored by CH2M as part of the Facility Master Plan being created by Donohue and Associates.

◇Nick stated that Paul Tollard, Fond du Lac County Conservationist, will be speaking to the OSG Executive Committee on May 17, 2018. Paul will be addressing watershed initiatives in Fond du Lac County.

◇Jordan explained that the temporary position of a 7<sup>th</sup> Wastewater Operator is being recommended to become a permanent position, should the City Council approve it. The need to have this additional Operator is due to the addition of the annamox system, the future nutrient harvesting system, and other operational changes in the plant.

- **OSG Share of Annamox and High-Strength Waste Tank Funding**

◇Jordan recommended that the same percent allocation model be used as was used in the 2008 plant upgrade since it would not require any money to be spent to readjust the parameters and percentages. Nick would like to review the spreadsheet that was used in 2008 to see how using those calculations would look being applied to this project.

◇There was agreement that a preliminary discussion on the annamox project funding will take place with Nick, Eric, Paul, Jordan, and Cody. As a group, they will decide on a method for the cost allocation. Then another discussion will take place with John St. Peter present. After that meeting, if there is an agreed upon recommendation, it would then be presented to the OSG Executive Committee.

◇Nick said that an explanation will be necessary of what the driving need for these projects is.

◇The financing of the high strength waste tank, \$500,000 will need to be determined. Nick will discuss this with Eric.

◇Paul suggested looking at the CIP and determine which projects could be financed by the City and what the terms of the payback would be for the OSG.

◇Jordan feels the Facility Master Plan will give a better sense of what projects are coming, the costs involved and the benefits of those projects.

◇Nick suggested that everything could be on a 10 year payment plan, and the annual OSG payment would be a combination of all those projects. First payments would start one year after project completion.

◇Jordan will set up a meeting with City Comptroller personnel, Cody, Nick, Eric and John St. Peter, to discuss the financing.

### **Adjournment**

◇A motion to adjourn was made by Paul De Vries and seconded by Nick Leonard. The motion passed. The meeting adjourned at 2:29 p.m. The next meeting is scheduled for June 19, 2018.