

**Wastewater Solutions Forum  
Working Group  
BSW&S Conference Room  
May 29, 2007**

**Minutes**

**In attendance:** Ron Edwards; Kristin Gardner; Scott Hammond; Jon Holtzman; Shawn Regnerus; Bill Schwab; and James Taylor.

1. The meeting was **called to order** at 1:10 p.m. Minutes for April 17, 2007 were approved as submitted.
2. A motion was made by Shawn Regnerus, seconded by Scott Hammond, to **approve a revised request for a proposal for engineering services**. During discussion Ron Edwards noted the request had been broadened to include an investigation of treatment options for individuals and developments located outside of areas determined economically feasible to be served by a central system. Also added to the deliverables for the request was participation in two community meetings. Ron will begin advertising for interested firms this week and expects all bids to be returned by June 22.

A copy of the revised request for proposal is attached to the minutes.

3. The group discussed the existing description of goals and processes for the Community Oversight Group and agreed that experience to date made the description inaccurate. The role of the Community Oversight Group is evolving to become primarily one of evaluation, validation, advice and support as opposed to management.

Jon Holtzman was tasked with **redrafting the description to more accurately capture the roles of the various parts of the Forum**. He will circulate a draft via e-mail for discussion at the next meeting.

4. **A list of 133 potential members of a “virtual” Community Oversight Group was proposed** (including fourteen members of the Working Committee). Those proposed for the list were people who the group felt 1) ought to be made aware of what the Forum is doing; 2) are involved in community issues; and 3) are likely to be interested and might have input.

Forum members will add several names to the group (members will supply names and e-mail addresses of those they feel should be added to Jon Holtzman ASAP). The list is neither inclusive nor exclusive. Anyone requesting to become a member will be welcome.

Prior to the next meeting an initial contact via e-mail will be made to those on the list soliciting their participation. An option to opt out will be clearly stated up front. E-mail addresses will be protected. Contact with those who elect to participate will be limited to twice a month. Members will be specially invited to all public meetings.

A copy of the initially proposed list is attached to the minutes.

5. The **next meeting was scheduled for June 26**, 1 p.m. at the BSW&S Conference Room.
6. The **meeting was adjourned** at 2:45 p.m.

Jon Holtzman  
Chair