

UNDERSTANDING OF RESPONSIBILITIES COLLECTION SYSTEM SEMINAR

May 2005

General Understanding: The Collection System Seminar (Seminar) will be presented to provide municipal officials, collection system operators, consulting engineers, equipment manufacturers, and other interested parties with a forum for disseminating information on issues, processes, products, or equipment related to wastewater and stormwater collection systems. The Seminar is intended to be an annual event. The Seminar is intended to be a public educational service at a reasonable cost, resulting in minimal excess funds.

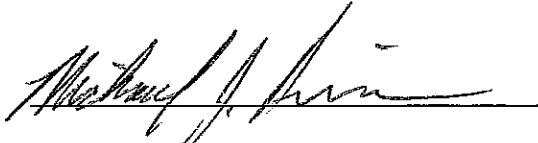
Sponsoring Organizations: The Wisconsin Section of Central States Water Environment Association (Wisconsin Section) and the Wisconsin Wastewater Operators' Association, Inc. (WWOA) will co-sponsor the annual Seminar, will assume equal financial responsibility for the Seminar, and will be officially recognized as Sponsoring Organizations of the Seminar.

Responsibilities: The following operating responsibilities and methods of operation are agreed upon by the sponsors:

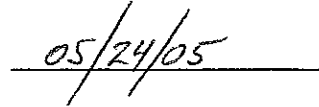
1. The Seminar Planning Committee will consist of individuals from both the Wisconsin Section and the WWOA. One individual on the Committee from each Sponsoring Organization will be designated to be a liaison between the Committee and the Sponsoring Organization.
2. Committee members will be encouraged to serve at least two years, with new volunteers from each organization joining the Committee as soon as practical after the conclusion of the Seminar.
3. The Chairperson of the Seminar Planning Committee will be selected annually by the Committee members.
4. The Chairperson of the Seminar Planning Committee will designate a member of the Committee to act as Financial Coordinator of the Seminar. The Financial Coordinator will keep all the financial records of the Seminar, accept registrations, pay all bills, and make a final accounting of the Seminar to the Wisconsin Section Secretary/Treasurer and the WWOA Executive Secretary.
5. Any "seed" money needed will be provided by the Wisconsin Section.
6. Representatives of both sponsoring organizations will audit the records of the Financial Coordinator.

7. Any excess funds generated by the Seminar will be split equally between the Wisconsin Section and WWOA. Any losses incurred by the Seminar will also be absorbed equally by the Wisconsin Section and WWOA.

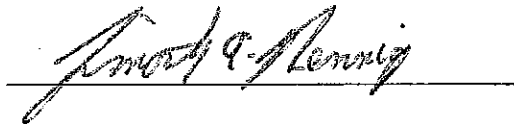
Signed and Dated:



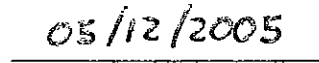
**Michael J. Pierner, Chairperson
CSWEA - Wisconsin Section**



Date



**Timothy A. Nennig, President
WWOA**



Date