

**Appendix 5A – List of Goals and Objectives**

Goal – Objectives – Action Plan	Indicator	Means of Verification	Person(s) Responsible	Target Date or Frequency	Progress
<b>1. Sustain Regulatory Compliance (Air Emissions)</b>					
<b>1.1 DIGESTER GAS - Ensure control over our digester gas</b>					
Provide condensate removal system(s) that will increase functionality and protect the digester gas lines to flare and the drying systems.	Project bid and construction complete.	New condensate traps in service.	Don Szymansky	November 2009	Low bidder was: Hussung Mechanical @ \$259,849.00. <b>Joe, Larry R. and Robert to attend pre-construction mtg.</b>
Maximize digester gas storage.	Verify setpoints for PRVs	Pi Charts	Jim Bridges	February 2009	Precision Scientific to take one PRV and one flame arrester for testing (to verify if second PRV is a backup on each digester). <b>Jim is working with them to get data, then can set PRVs. Mac to check.</b>
<b>1.2 DUST CONTROL - Ensure proper control of atmospheric dust</b>					
Address potential safety/liability concerns through use of dust monitors to protect workers	Dust Monitor log	Check the log sheet	Sharon	Weekly	Monitors are in use. Logsheet information has been added to the weekly Dry side odor survey for monitoring of all 4 floors (PM 2.5 readings). <b>Joe to get with David Roth about training.</b>
Need on-going regular vacuuming.	Cleaner floors/equipment in all 4 floors of pellet area	Supervisor sign off of logsheets	Robert?	On-going	Vacuuming log sheet was distributed to Supervisors. <b>Once 2 weeks are completed, sheet is to be turned in to Robert. Plan to review in LG mtg monthly. (Sharon to separate Maintenance sheet from others.)</b>
<b>2. Produce Louisville Green that is Marketable Quality (&gt; EQ STDS)</b>					
<b>2.1 DENSITY – Minimize LG that is Off-Spec for Density</b>					
<b>Density Specification is at or above 94%.</b> The Pellet Tracking Sheet is a histogram of all QC testing. Jim Emily has developed a Transports Sheet that demonstrates how much material meets specs and how much doesn't meet specs. Previously only the amount of material produced was measured accurately.	Pellet Tracking Sheet Transports Sheet	Pellet Tracking Sheet Transports Sheet	David Coe Joe Falleri	Daily On-Going	<ul style="list-style-type: none"> <li>▪ Review Tracking Sheet for DENSITY problems.</li> <li>▪ Review Transports Sheet as a Performance Measure. <b>Reviewed. % in-spec was ~70% in Dec., ~89% in Jan.</b></li> <li>▪ Jim Emily to stop elevators at same time as 12A screw conveyor. Worked as planned one time. <b>Programming done. Jim E. to work with Randy and Ben to check and resolve any issues. David to followup on this.</b></li> <li>▪ Operators used to check/compare densities regularly, but has not been done recently. <b>Note sent out yesterday (2/11).</b></li> </ul>
Renting a Near Infra-Red Density In-Line Monitor for our system	NIR Installed on Train 4	Test Results	Robert Bates	January 2009	<ul style="list-style-type: none"> <li>▪ Sample chute was installed &amp; calibrated. Data looked good. <b>David added a column to the LG Tracking Sheet so Operators record density when they collect samples. Train 4 hasn't been used since then.</b></li> <li>▪ No data storage on unit; need to figure out how to send data. <b>Jim E. will need range and how often to capture data.</b></li> </ul>
<b>2.2 Metals – Verify that pellets meet 503 regulatory requirements</b>					
Collect samples daily for analysis.	LIMS warning and alarm levels set		Lab, David Coe	On-going	Trend graphs are regularly updated. <b>Mtg scheduled for 2/13 w/ Dennis/supervisors/Robert/Alex to discuss Trucks to MF.</b>
<b>2.3 CAPTURE – Minimize LG that is Off-Spec for Capture</b>					
<b>Capture Specification is at or above 65%.</b> Jim E. developed a Transports Sheet that shows how much material meets specs. Previously only the amt of matl produced was measured accurately.	Pellet Tracking Sheet Transports Sheet	Pellet Tracking Sheet	David Coe Joe Falleri	Daily On-Going	<ul style="list-style-type: none"> <li>▪ Review Tracking Sheet for CAPTURE problems.</li> <li>▪ Review Transports Sheet as a Performance Measure.</li> </ul>

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<b>2.4 TRUCK LOADING -</b>					
Oil is to be applied to a specification of (1.0 to 2.0) gallon per ton	Pellet Tracking Sheet	Pellet Tracking Sheet	David Coe Larry Ramsey	Daily On-Going	▪ Review Tracking Sheet for Oil Application. <b>One day there was no oil on a truckload. Laborer should have told management to contact Clarke.</b>
<b>2.5 NUTRIENTS - Verify Nutrient Quality meets our 5-3-0 Guarantee</b>					
Send sample monthly for AOAC Testing (Criteria is WIN/Total N ≥ 60%)	Samples sent monthly	A&L lab test results	David Coe	Monthly	Meeting Guarantee consistently.
<b>3. Reduce Cost of Producing Louisville Green</b>					
<b>3.1 DEWATERING MGMNT SYSTEM – Investigate New System</b>					
Determine if it uses polymer more efficiently and if it makes a more consistent cake	Pilot Testing arranged and executed	Review Technical Report	Robert Bates	On-going	Started October 7. Test suspended until pump replaced. Update? Replacement underway. Conference call was held. Past data does not seem to indicate system is working, but better comparison would be a side-by-side comparison. This to be done February - ~May. Need polymer flow meter for each centrifuge. Jim Bridges to get quotes. <b>Mac to check on quotes. Ops is doing comparison even w/o poly flow meter.</b>
<b>3.2 REDUCE Unplanned Shutdowns</b>					
Investigate recycle bin and slop out issues that are encountered regularly and implement corrective action to reduce this as much as possible.	LG Meeting Notes	LG Meeting Notes	Joe Falleri	Weekly updates	Unplanned Shutdowns update? <b>Train 4 got slopped out but no communication with Joe.</b>
<b>3.3 Reduce Solids to Landfill / Waste Management Dependency to &lt; 8%</b>					
1. Implement Wet Cake Hopper into SOP for Dewatering	Goals and Objectives	Goals and Objectives	Joe Falleri	January 2009	▪ <b>Pump has been re-installed. Not sure if wired. Joe to check.</b> ▪ Marion wants Sludge/Grit contract out for bid soon. <b>Need the following:</b> ○ Robert to ask what lugger size do Supes want? 15 cy ○ Robert to ask Rene can City pick up trash? ○ David to tell Robert what EMS requires in contract.
<b>4. Increase Effectiveness of the Preventative Maintenance Program</b>					
<b>4.1 Improve PM completions</b>					
Track and Increase % PM Complete	Goals and Objectives	Planner's Spreadsheets	Rob R. & Mike G.	On-Going	Data being collected and tracked.
<b>4.2 Evaluate type of Maintenance work being done</b>					
Track # of Corrective Work Orders VS. # of Preventive Work Order's	Goals and Objectives	Planner's Spreadsheets	Rob R. & Mike G.	On-Going	Data being collected and tracked.
<b>4.3 Evaluate use of SAP</b>					
Rob R. & Mike G. to attend SAP training to learn more.	Training Attendance	Feedback from Planners	Rob R. & Mike G.	On-Going	<b>Mike had basic training but additional training needed. Rob and Mike to submit request.</b>

**Other:**

<b>Other:</b>	RFP was sent to Rene'. Bag revisions sent to Montaze. Hope to go out for bid soon.
<b>Bag design</b>	
<b>Webpage</b>	Bruce is updating EMS webpage. No revisions to LG webpages yet.
<b>EMS Internal Audit</b>	draft report has been distributed to Core Team. David to develop Action Plan.
<b>Greens Grade</b>	Clarke to tell us if farmers want Greens Grade temporarily or permanent.

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<b>5. PRETREATMENT – To be added by Lisa Gaus and Damon Talley</b>					
5.1					
5.2					
<b>6. Increase Public Acceptance of Louisville Green</b>					
<b>6.1 Attend at least Three (3) Public Meetings in 2008 to enhance our Public Image.</b>	# meetings attended	public participation records	Sharon Worley, Clarke Fenimore, Robert Bates, David Coe	End of 2008	May 7, 8, and 9 Louisville Water Company had a Water Festival that was attended by Robert Bates. RCAC Meetings are regularly attended by Alex Novak. MSD had an elaborate booth at the State Fair. The PreT group managed a booth at the very popular Jeffersontown Gaslight Festival. Robert Bates addressed a group of Master Gardeners at the Bon Air Library here in Louisville.
<b>6.2 Find two additional Universities to do research with Louisville Green.</b>	# meetings with sales agent	Review meeting notes, public participation records	Sharon Worley, Clarke Fenimore, Robert Bates, David Coe	End of 2008	University of Georgia completed a study with LG. University of Kentucky is conducting research at this time. The challenge is to find two more Universities with interest in doing research with LG.
<b>6.3 Develop Brochures and Flyers, the LG Webpage, and the LG Bag for Farmers and/or Home Owners.</b>	# meetings with sales agent	review meeting notes	David Coe, Sharon Worley, Clarke Fenimore	End of 2008	David Coe is assuming responsibility for better organizing our communication plan. He will be working with Clarke, Sharon, and other MSD employees who may be involved with it including the Main Office and Pretreatment groups.
<b>6.4 Obtain fertilizer license in the state of North Carolina</b>	# meetings with sales agent	review meeting notes	David Coe	February 2009	A permit for distributing L'ville Green in North Carolina is being pursued. Lab analysis must be performed by a lab certified in the state of North Carolina. Also, the state of North Carolina requires that certain customer information be provided on the bag or brochure. Package sent for Land Application Permit and Package sent for License.  Testing requirements based on the amount we manufacture was going to make distribution in NC unrealistic; however, the state of NC has decided to allow us to test based upon the amount of material we distribute there, making distribution in NC much more attractive to us.