



**The Wisconsin Section
Central States
Water Environment Association**

Minutes of the Annual Business Meeting

**Wisconsin Section - Central States Water Environment
Association**

November 13, 2012

UWM – Continuing Education Department

Chair Bill Oldenburg called the Wisconsin Section of Central States Water Environment Association Annual Business meeting to order at 2:03 p.m. on November 13, 2012 at the University of Wisconsin – Milwaukee, Continuing Education Department.

Board Members present:

- Bill Oldenburg, Chair
- Dave Arnott, Vice Chair
- Joshua Gable, Secretary/Treasurer
- Jane Carlson, Past Chair (by phone)
- Bill Marten, Trustee (by phone)

Other members present were: Julie McMullin, Hans Holmburg, Brandon Koltz, Jon Butt, Eric Lynne, Joan Hawley, Jay Kemp, Tom Mulcahy, Mike O'Neil, Mark Mittag, and Steve Graziano.

Introduction of those present: All attendees introduced themselves.

Approval of the August 26, 2012 Summer Board Meeting Minutes: Eric Lynne motioned to approve minutes approved as amended by Dave Arnott, correcting several typos. Second by Bill Oldenburg. Motion passed.

Treasurer's Report: Josh Gable presented the Treasurer's report, which showed a balance in the Section's accounts of \$43,343.33 as of November 10th, 2012. Of this amount, \$19,050.29 was in our checking account, \$18,827.50 was in our savings account, and \$5,465.54 was in our 14-month CD. A note was made by Josh Gable regarding the Classic Collections Systems Conference and that no payment had yet been received from the Collection Systems Committee. Jane Carlson pointed out an incorrect date on the report, a correction was made. Brandon Koltz moved that the Treasurer's report be accepted as amended. Second by Eric Lynne. Motion passed.

CSWEA Trustee Report: Trustee Bill Marten presented a review of his written report. The following items were discussed: The Association has a total equity of \$177,173.33. This includes the equity of each state section. The award nominations due date was discussed. An apparent typo on the website led to further discussion. The correct deadline is December 1st, 2012. The

new ad hoc Operations Seminar committee (formerly Digester Foaming Committee) is planning a workshop as part of the 2013 Midwest Water Industry Expo. Dan Lynch has resigned as Executive Director of CSWEA. The CSWEA Board of Trustees is in search of a replacement and maybe nearing a decision.

WWOA Liaison Report: WWOA Liaison Sharon Thieszen was not present and no verbal report was delivered. A detailed written report was included in the Committees Reports Packet which can also be found at www.cswea.org.

Committee Reports

Again, committee reports can be viewed on the Wisconsin Section website. Noteworthy discussion items pertaining to each committee are summarized below.

Collection Systems Committee: Committee Chair Randy Belanger was not present and no verbal report was given.

Government Affairs Committee: Committee Chair Brandon Koltz reported: The DNR is updating trading and adaptive management guidelines currently. The WEF GAC has recently budgeted for continuation of EPA funding as was done for the year prior. MS4 updates should be on their way out soon.

Joan Hawley added that SSO rule will be an upcoming agenda item.

Industrial Waste Committee: Mike O'Neil reported: Planning for pretreatment seminar underway. The committee is also currently working on generating nominees for awards. The committee is in the process of generating Pretreatment Surveys for municipalities. The committee is currently considering coordination with other sections to hold a joint seminar. Finally, Mike noted the current committee is in good health but could use additional members from the industrial side.

Operations Committee: Committee Chair Troy Larson was not present. Dave Arnott briefly mentioned that nominees are still needed for the Lab Excellence Award. Suggestions should be emailed to Dave or Troy.

Management Committee: Committee Chair Ken Sedmak was not present. Eric Lynne mentioned on Ken's behalf that the Management Seminar was profitable again this year.

Dave Arnott added that the Management Seminar will be led in 2013 by WWA and will be again led by the WI-Section of CSWEA in 2014.

Public Education and Awareness Committee: Committee Chair, Dale Doerr was not present. Dale has tendered his resignation and Sharon Thieszen will likely be taking over for him in 2013.

Safety Committee: Committee Chair Jerry Hirt, was not present. Jerry has also tendered his resignation as committee chair. Bill Oldenburg will be taking over the position and has already recruited a committee member for help. Bill plans to start incorporating a safety component into all upcoming seminars. Additionally, Dan Lynch has provided Bill with a contact who is a 'safety expert' and who may be able to help the committee in their event planning. Joan Hawley added that the WEF Safety Committee has also started back up and is looking for projects.

Watershed Management Committee: Committee Chair, Julie McMullin gave the following verbal report: Julie will be resigning as a chair and committee member Mark Mittag will be replacing her. The 2012 webinar was less successful than the 2011 event, and the committee will

be working to determine why that might be. The 2012 webinar still managed to host 37 people online and 7 people in person.

Dave Arnott added that formal transition of chairs should take place at the annual meeting in May and verified that no formal action by the board is required.

Students and Young Professionals Committee: Committee Chair Eric Lynne mentioned the following items: UW-Madison Student Chapter will be hosting the Annual Night with Industry dinner, held on December 7, 2012 in Madison, WI at Gino's on State St. An e-blast will be sent out in next few days and those interested should RSVP via the doodle site linked to the E-blast. Regarding the Annual S&YP Brewer's Outing, the event saw its best attendance yet.

Spring Biosolids Symposium Committee: Committee Chair Jay Kemp mentioned the following points: The initial planning meeting for the Symposium was held in October. The committee is still hoping to find a speaker from the US EPA. Accommodations are set for the Symposium to be held in Stevens Point for 2013. WDNR will be presenting for the Lunch Talk on the topic of Drug Enforcement Activities.

WWEA Committee: Committee Chair Tom Mulcahy had posed the question as to whether or not anyone was sending updates to the DNR about events for the organization. It seems that no one had been doing so and it was determined that this responsibility is that of the Secretary. Tom also noted that the link on the website leading to the training page is not working. This issue should be directed to the executive director of CSWEA.

Membership Committee: Committee Chair Jay Kemp mentioned the following items: The membership committee has identified a concept for contacting employers, to promote the involvement of their employees in the organization. Another strategy the committee is trying to push is to give Leadership Academy attendees an associate membership, and potentially for attendees of the Management Seminar as well.

Committee Breakout Session (15 minutes)

Nomination Committee Report/Election of Officers

The Nomination Committee consists of the following members: Jane Carlson, Keith Haas, and Jim Beier.

Jane Carlson then announced the nominations of Brandon Koltz for Trustee, a two year position and Julie McMullin for Vice Chair, a one year position

Bill Oldenburg called for any other nominations for Trustee three times and no other nominations were presented.

Bill Marten moved that Brandon Koltz be unanimously elected to the position of Trustee. Second by Dave Arnott. The motion passed.

Bill Oldenburg called for any other nominations for Vice-Chair three times and no other nominations were presented.

Bill Oldenburg moved that Julie McMullin be unanimously elected to the position of Vice-Chair. Second by Brandon Koltz. The motion passed.

Old Business

Wisconsin Section 2013 Budget Review /Approval: Josh Gable presented a draft budget based on feedback from Committee Chairs. The following changes were made to the draft budget based on discussion:

Budgeted profits for “Classic” Collection Systems Seminar were adjusted back to its traditional amount of \$500.

Budgeted profits for “Northwoods” Collection Systems Seminar were adjusted for \$50 in 2012 to \$375 for 2013 based on the recommendations from Collection Systems Committee.

Budgeted profits for the Watershed Management Committee Seminar/Webinar were adjusted from \$350 in 2012 to \$0 for 2013 as the webinar this year was free of charge for participants.

Budgeted expenses for the Government Affairs Committee were adjusted from \$100 in 2012 to \$600 for 2013 to accommodate the potential cost of supplemental lighting at the Annual Government Affairs Seminar.

Budgeted expenses for the Public Education and Awareness Committee were adjusted from \$1300 in 2012 to \$800 for 2013 because the budgeted amount in past years has not been used entirely.

Budgeted expenses for Bank Fees were adjusted from \$15 in 2012 to \$25 in 2013 as that was actual amount charged in 2012.

Budgeted expenses for WEF Student Chapter Support were increased from \$600 in 2012 to \$1600 for 2013 based on the recommendation of SY&P Committee Chair Eric Lynne. This change will allow annual chapter support to increase from \$150 per chapter to \$400 per chapter.

The final budget has anticipated income of \$3,500.00 and expenses totaling \$12,540.00 for a net loss of \$9,040.00. Jon Butt moved that the budget with the changes discussed be approved. Second by Dave Arnott. Motion passed.

Liaison Contacts: Bill Oldenburg reported that S&YP committee is doing well. Jane Carlson reported that the membership committee has 5 active members and is doing good overall. Dave Arnott reported that the Industrial Waste Committee is doing well under the new leadership of Mike O’Neil. Dave also reported on the Collection Systems Committee: the committee is currently working on selecting awards nominees, the “Classic” Seminar will be held in June 2013, and the “Northwoods” Seminar will be in July 2013.

PE PDH Update: Bill Oldenburg began the discussion noting that the State is being difficult to work with on the issue. Originally, the State said that they would approve providers for education credits based on the submittal of a letter from the provider. The WI-Section submitted such a letter in August 2012. Now the State has decided not to approve any organizations as provider and will leave the determination of merit of educational courses and seminars up to the organization and the individual will be responsible for taking courses that are of value. Bill posed the following question to the section: Should a committee be formed to ensure that the courses and seminars offered meet compliance and are of adequate value? Bill suggested that such a committee should likely have 2-4 members.

A discussion ensued regarding what needs to be done by the Section and what individuals will be responsible for. The following points were made.

- In Indiana, seminar planners submit the agenda to the state and the state allots PDHs.

- The State of Wisconsin has made clear that they will not pre-approve anything.
- It will be the individual's responsibility to ensure that adequate technical content is present.
- Maintaining as much documentation as possible is essential for the time being.
- It should be possible to get credit for writing technical articles.
- It seems that practices for engineers will be different than how the current system works for operators. DNR is willing to preapprove events for operator credits.
- One PDH may not be equal to one CEU.

Regarding the how to divide the responsibilities for ensuring the technical content of WI-Section sponsored seminars, the following ideas were generated:

- Giving the task to an existing committee
- Leaving the responsibility to the committee planning the seminar
- Creating a new ad hoc committee

Bill Oldenburg again asked to form an ad hoc committee in the interim with the purpose of better understanding the issue and to create a strategy for the Section to ensure it provides content to its seminar attendees that will consistently satisfy the State's criteria. A motion to approve the formation of said committee was placed by Eric Lynne. The motion was seconded by Mike O'Neil. The motion was approved. Bill Oldenburg has volunteered to get the committee going.

New Business

Strategic Plan Update: Bill Oldenburg opened the discussion about the strategic plan and asked for input from the committee chairs regarding the progress made for each. Progress is being made for the S&YP committee, things are moving along for the Membership committee. No feedback could be obtained from the Public Ed. and Awareness Committee. It was determined that Josh Gable (Secretary and Treasurer) and Dave Arnott (Vice-Chair) should work together to address some specific items related to committees, and committee activities.

Operations Challenge Travel Funding: Discussion started by Josh Gable, regarding the reimbursement of travel expenses for the Operators Challenge. Travel expenses were higher than experienced in previous years. In addition Wisconsin had five participants where there are typically are only three. A discuss was had pertaining to how reimbursement should be allocated. There are two separate budget items pertaining to this event: Operations Challenge Sponsorship for \$1000 and Operations Challenge Support Participant Reimbursement for \$3000. This year CSWEA reimbursed participants directly and the total reimbursement amount for WI participants exceeded the budgeted amount. Thus it was determined that the Section, as was requested by the CSWEA executive director, would reimburse CSWEA with the total budgeted amount of \$4000.

Adjournment

There being no further new business, Brandon Koltz moved that the meeting be adjourned. Second by Jay Kemp. Motion passed. Meeting adjourned at 4:25 pm.

Respectfully Submitted:

Joshua J. Gable
Secretary/Treasurer
Wisconsin Section - CSWEA