



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

Minutes of the Winter Board Meeting

Wisconsin Section - Central States Water Environment Association

February 26, 2003

Marriott Madison West Hotel, Middleton, WI

The winter board meeting of the Wisconsin Section of Central States Water Environment Association was called to order by Chair John Olson at 2:35 p.m. on February 26, 2003 at the Marriott Madison West Hotel in Middleton, Wisconsin.

Board Members present:

- John Olson, Chair
- Tom Sigmund, Vice Chair
- Dan Busch, Past Chair
- Carol Strackbein, CSWEA Trustee
- Tom Kruzick, WWOA Liaison
- Bill Marten, Secretary/Treasurer

In addition, the following were present: Bill Desing, Ken Sedmak, Michael Pierner, Steve Godfrey, Jane Carlson, Don Lythjohan, Dave Taylor, Ralph Erickson, Dave Arnott and Rick Reichardt.

Approval of November 13, 2002 Annual Business Meeting Minutes: Tom Sigmund moved that the meeting minutes for the November 13, 2002 Annual Business Meeting be approved as written. Second by Ken Sedmak. Motion carried.

Treasurer's Report: Bill Marten presented the Treasurer's report, reporting that there was a balance in the Section's accounts of \$20,005.57 as of February 26, 2003. He noted that this balance would temporarily decrease with payment to the Marriott for tomorrow's Government Affairs Seminar expenses, with eventual reimbursement from CALS. Dan Busch moved that the Treasurer's report be accepted as presented. Second by Carol Strackbein. Motion carried.

CSWEA Trustee Report: Trustee Carol Strackbein presented a written and verbal report. The written report can be viewed on the Wisconsin Section website. Key points of the verbal report were:

- CSWEA had reserves of \$65,423.06 at the end of December, 2002. The annual budget for 2003-2004 was adopted. Carol noted that CSWEA had lost money in 2002 and was projected to lose money in 2003 as well. All three State Sections are in good financial standing.

- CSWEA has received nominations for all awards, however there was no nomination from Wisconsin for the Hatfield Award, and there was no submittal information from Wisconsin for the Collection System award.
- Illinois is working with Illinois Institute of Technology in an attempt to form a student chapter. Some Marquette students had indicated interest at WEFTEC 2002 but after following up it was learned that there wasn't enough student interest to carry this forward.
- Eric Lecuyer submitted a report relative to the CSWEA Students & Young Professional Committee. Carol suggested that the Wisconsin Section form an ad hoc committee to meet the directives stated in Eric's report.
- The Ad Hoc Committee on CSWEA Reserves chaired by Dan Lynch will seek the advice of a tax attorney or CPA to determine the fiduciary relationship between CSWEA and the State Sections as well as other issues such as tax exempt status, etc.
- Planning for the 2003 CS Annual Meeting, scheduled for May 18-21, 2003 in Rockford, Illinois, is well underway. The CSWEA website has exhibitor information, and registration packets will be sent out in the near future. The 2004 meeting will be in Madison and the 2005 meeting will be in Rochester, MN.
- The Wisconsin Section should apply for a contribution from CSWEA for Public Education activity support and for Student Chapter formation support. The amounts available are \$1,000 and \$600, respectively.
- The Wisconsin Section should consider more active support for students to participate in the Stockholm Junior Water Prize. The Minnesota Section has been active in this regard.

Bill Marten indicated he would work with John Olson to request the Public Education and Student Chapter funds from CSWEA. In addition, they will work together to request the \$3.00 per member CSWEA dues share for the Wisconsin Section for 2002.

WOWA Liaison Report: Tom Kruzick had submitted a written report which was lost through email, and is attached to these minutes. He gave a brief verbal report, with a key point being that the 2002 WOWA Conference will be held at the Kalihari Resort in Wisconsin Dells, and that planning for the conference was well underway.

Committee Reports

Collection Systems: Keith Alexander had submitted a written report which included the proposed agenda for the 2003 Collection System Seminar scheduled for June 5, 2003 in Watertown.

Government Affairs: Chair Dave Taylor presented a written and verbal report. Key points included:

- Dave will be meeting with Paul Kent of the Municipal Environmental Group (MEG) to discuss opportunities for partnering on Government Affairs/Regulatory issues.
- Dave asked whether there was a better way to communicate government affairs issues with the membership, such as through email. Dave's feeling is that the committee is developing a lot of good information for the membership, but suspects that it isn't being utilized as well as it might. Although posted on the website it may be that most folks don't check the website.

Dan Busch indicated that a list server, similar to that being used by WOWA, in which individuals subscribe to the service and receive emails on all issues submitted, would be one way to approach this. The question arose over whether such a list server should be for the

entire Central States membership or mainly for the Wisconsin Section, with general agreement that it would probably be most useful as a tool for the Wisconsin Section.

John Olson asked Ken Sedmak, as Membership Committee Chair, to investigate how such an email list server could be implemented and the cost that would be involved, and to report back to the Section at the Annual Meeting in May.

Government Affairs Seminar: Tom Foltz had submitted a written report that was included in the Government Affairs Committee report. The 2003 Government Affairs Seminar is being held Thursday February 27, 2003 at the Marriott Madison West. The 2004 Government Affairs Seminar will also be held at the Marriott Madison West and is currently planned for Thursday, February 26, 2004.

Industrial Waste: Randy Wirtz had submitted a written report. With regard to the Industrial Achievement Award, Wisconsin Plating Works of Racine was selected for nomination to CSWEA. Ralph Erickson mentioned that the Milwaukee Metropolitan Sewerage District was considering requiring amalgam separators at dental offices to help control mercury in its influent wastewater.

Membership: Ken Sedmak presented a written and verbal report. Jerry Kipp is researching the number of delinquent memberships in the Wisconsin Section, and the reasons for those delinquencies. Ken has been working with the Microsoft Access based membership list provided by WEF. He is finding that it works well when dealing with the entire CSWEA membership, but is having difficulty trying to use for Wisconsin Section members only. Tom Sigmund mentioned he had an administrative assistant well versed in Access that could work with Ken in this effort.

Ken added that there are currently 583 people in the Wisconsin Section. Ken also mentioned that he has WEF membership brochures and will display some at the Government Affairs Seminar, and will order more for anyone that requests them.

Safety: Don Lythjohan submitted a written and verbal report. The Safety Committee is once again active, and they are taking the position that all seminars sponsored by the Wisconsin Section should have some coverage of safety and security issues.

Operations Committee & Management Seminar: Dave Arnott presented a written and verbal report. The committee has nominees for the Laboratory Analyst Excellence and Operations awards. The committee was not able to submit a nominee for the Hatfield award this year, but plans on tackling this earlier in 2003 to allow sufficient time for a proper nomination to be submitted for the 2004 Annual Meeting. The committee will be working with Dean Falkner to select the participants for the WEFTEC 2003 Operators' Challenge.

Management Seminar: Tom Krueger had submitted a written report. The seminar planning committee has been busy planning the 2003 Management Seminar, which will be held on Thursday, August 14, 2003. Section members on the committee include John Olson, Paul Nehm, Pete Conine, and Tom Krueger.

Public Education: Max Anderson had submitted a written report. Max will be presenting workshops at two science teachers conferences, the Wisconsin Elementary Science Teachers conference on February 15 and the Wisconsin Secondary Science Teachers conference on March 10.

Watershed Management: Jane Carlson presented a written and verbal report.

The committee has recommended that Hans Holmberg and Rusty Schroedel be appointed as Wisconsin Section representatives on the Yellow River and Sheboygan River watershed groups, respectively. John Olson made a motion, seconded by Tom Sigmund, to appoint these individuals as Wisconsin Section representatives to these watershed groups. The motion carried.

Jane presented a request by Rick Reichardt for funding to help pay for ammonia testing in support of DNR's continued ammonia criteria development efforts. The request was for \$504, to pay for 24 ammonia tests. The information from this testing will be important in supporting the work DNR is doing. Dan Busch made a motion, seconded by Ken Sedmak, to approve expenditure of \$504 to pay for these tests. The motion carried. Rick Reichardt will submit a formal letter requesting these funds to Bill Marten, with payment to be made to the Wisconsin Laboratory of Hygiene.

Student Activities: No report was submitted. Dan Busch indicated that Aga Razvi had been on sabbatical, and had just returned to UW-Stevens Point. He will be talking with Aga before the Annual Meeting in May with a focus on determining how this committee will coordinate its activities with the CSWEA Students and Young Professionals ad hoc committee.

Public Awareness: Steve Godfrey presented a verbal report. The new Wisconsin Section display is available for use at conferences and seminars. Tom Mulcahy will serve as the display coordinator/keeper. The Public Awareness Committee is considering developing a Speakers Bureau – which will consist of Section members available to speak to groups on a variety of subjects related to the Section and wastewater treatment. The committee is continuing to develop plans for issuing press releases from time to time – Carl Michaels is heading up that effort.

Representatives Reports

Spring Biosolids Symposium: Jay Kemp had submitted a written report that Bill Marten summarized. The 2002 Biosolids Symposium was well attended, with 289 attendees, but only made a net profit of only \$45.34 due to higher than anticipated expenses. The Symposium planning committee has decided to raise the registration fee from \$40.00 to \$45.00 in response to this poor financial performance.

Some discussion followed regarding reasons for some of the high expenses for this seminar. It was questioned whether planning committee members were required to pay for their own registration as is the custom with all other seminars and conferences sponsored by the Section. It was decided that an agenda item for the next Board meeting would be to review the policy for registration charges for committee members and speakers for all seminars and conferences.

Water Wastewater Education Association: Rusty Schroedel submitted a written report that reinforced the need to coordinate all Section and Association events with the training calendar. Peg O'Donnell at the DNR is the main contact for maintaining the training calendar.

Old Business

CSWEA Reserves Policy: Dan Lynch is continuing to chair the ad hoc committee reviewing issues related to what reserves the Association and State Sections should be maintaining, and the financial and legal relationships between the Association and the State Sections. Bill Marten will send Dan copies of the Wisconsin Section annual treasurer's reports for the last two years.

Representative Appointments to Outside Committees: Tom Sigmund reported that this was still a work in progress and not much progress had been made in the past quarter.

Award Nominations: Dan Busch stated that there was nothing new to report, apart from award information discussed earlier in the meeting.

DNR O&M Initiative: John Olsen indicated that he was still tracking this on behalf of the Section but that there was nothing new to report.

New Business

2003 Budget: Bill Marten handed out a budget worksheet which had some initial values entered, based on specific requests made by various Section committees. The group worked through the remaining budget items, deciding upon values to use for anticipated income and expenses. A copy of the final worksheet follows at the end of this document.

The net result was anticipated income of \$6,060 and budgeted expenses of \$10,250. It was noted that the Section is in very strong financial shape right now, and thus could afford a year or two of expenses exceeding income provided the expenses were for worthwhile items and activities.

Carol Strackbein made a motion, seconded by Tom Sigmund, to approve the 2003 budget as presented in Table 1 below.

Financial Audit Committee and Section Service Award: Tom Sigmund noted that John Olson needs to appoint an audit committee to review the Treasurer's reports and records for 2002. The audit committee will report on their findings at the next Board Meeting.

Tom also noted that Awards Committee, chaired by Dan Busch, needs to come up with a recipient for the Wisconsin Section Service Award, which will be presented at the next Board Meeting.

Next Meeting

The next Board Meeting will be held during the CSWEA Annual Meeting, specifically on the morning of Tuesday, May 20, 2003.

Adjournment

There being no further new business Carol Strackbein moved that the meeting be adjourned. Second by Tom Sigmund. Motion carried. Meeting adjourned at 5:09 p.m.

Respectfully Submitted:

William L. Marten
Secretary/Treasurer
Wisconsin Section - CSWEA

Attachment: Table 1 – 2003 Wisconsin Section Budget

Table 1: 2003 Budget - Wisconsin Section CSWEA

<u>Income</u>	<u>2003 Budget</u>	<u>2002 Actual</u>
Net Proceeds from Management Seminar	\$0	\$193
Net Proceeds from Government Affairs Seminar	\$800	\$1,357
Net Proceeds from Spring Biosolids Symposium	\$0	\$0
Net Proceeds from Collection System Seminar	\$500	\$724
WI Section Share of CSWEA Dues	\$2,800	\$2,870
Interest	\$60	\$76
Proceeds from Sale of SourceBooks	\$300	\$300
Grant from CSWEA (Public Education & Student Chapters)	\$1,600	\$2,600
Total Income	\$6,060	\$8,120
<u>Expenses</u>		
Collection System Committee	\$50	\$0
Government Affairs Committee	\$50	\$0
Industrial Waste Committee	\$50	\$0
Membership Committee	\$200	\$0
Operations Committee	\$50	\$0
Public Education Committee	\$900	\$0
Safety Committee	\$50	\$0
Strategic Planning Committee	\$50	\$0
Watershed Legislation Committee	\$400	\$0
Operations Challenge Support	\$1,500	\$341
Public Awareness Committee	\$2,700	\$200
Biosolids Committee		\$225
Bank Fees	\$50	\$18
Annual Meeting Service Plaques (Past Chair, Service...)	\$200	\$238
WI Section Meeting @ CSWEA Annual Meeting	\$400	\$0
WI Section Annual Business Meeting	\$500	\$427
WEF Student Section Support	\$600	\$393
DNR Ammonia Standards Testing Support	\$500	\$0
Membership Email-Based List Server	\$2,000	\$0
Total Expenses	\$10,250	\$1,842
Net Results	(\$4,190)	\$6,278

WWOA Liaison Report to
CSWEA, Wisconsin Section
Marriott Madison West
February 26th, 2003

The WWOA Board met on December 12 and 13th 2002 at the Kalahari Resort and Hotel in Wisconsin Dells, Wisconsin.

Highlights of the meeting include:

- Approval of the minutes from the October 7 and 8th meeting.
- Approval of vouchers for the Financial Report
- Presentation of Committee Reports by all standing committees.
- Official welcoming of two new members of the Board of Directors, Jim Thalke of the Sussex WWTP, and John Bond of the Roberts WWTP. Both were elected to office during the October 2002 Convention in La Crosse.

The call for Technical Papers for the 2003 Conference is out and Tim Nennig Program Committee Chair indicated response has been good. The Technical Committee will meet February 6th 2003 at the Kalahari.

President Dale Neis appointed an ad-hoc committee to investigate and follow through on ideas to help promote the Wastewater Operator profession. Discussed was the reality that locating and hiring qualified operators was getting harder to do. There is a lack of “fresh faces” choosing the wastewater industry as a career. Kay Marshall, WWOA Publicity Chair, will lead the committee who consists of Pete Connine, Randy Herwig, and Tom Kruzick. Early indications are the Wisconsin Department of Natural Resources magazine has offered to feature an article in its publication about plant operators, and the need for qualified replacements of baby boomer operating staff. The committee will be working with David Sperling the editor.

Respectively Submitted

Tom Kruzick
WWOA Liaison