



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

Minutes of the Annual Meeting

Wisconsin Section - Central States Water Environment Association

May 20, 2003

Clocktower Resort & Convention Center, Rockford, Illinois

The Annual Meeting of the Wisconsin Section of Central States Water Environment Association was called to order by Chair John Olson at 7:49 a.m. on May 20, 2003 at the Clocktower Resort & Convention Center in Rockford, Illinois.

Board Members present:

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

Absent:

- Tom Kruzick, WWOA Liaison

In addition, 30 Wisconsin Section members were present.

Approval of February 26, 2003 Board Meeting Minutes: John Leonhard moved the meeting minutes for the February 26, 2003 Board Meeting be approved as submitted. Second by Ken Sedmak. Motion carried.

Treasurer's Report: Bill Marten presented the Treasurer's report, stating that there was a balance in the Section's accounts of \$20,334.73 as of May 16, 2003. Nancy Schultz moved that the Treasurer's report be accepted as presented. Second by Mike Pierner. Motion carried.

Audit Committee Report: Auditor Tom Mulcahy reported that he and Carol Strackbein had audited the Treasurer's books for 2002. He submitted a written report that stated all items were in order and that the financial statement was correct. Joan Hawley moved that the Audit Committee's report be accepted as presented. Second by Rusty Schroedel. Motion carried.

CSWEA Trustee Report: Trustee Carol Strackbein presented an oral report. Six CSWEA officers attended the WEF Regional Member Association Meeting in Detroit this past spring. WEF is developing three new awards. Russ Susag has received an updated WEF membership list for Central States and will be forwarding it to the State Section Membership Committees. Jeff Mazanec has been given the authority to look for a replacement for Scott Thompson, the

CSWEA webmaster, who would like to step down. The goal is to replace Scott by mid-July 2003. The CSWEA ad hoc committee looking into the associations reserves and finances is continuing to work to develop a policy and guidelines.

WWOA Liaison Report: Tom Kruzick had submitted a written report. Planning is continuing with regard to the 2003 WWOA conference to be held at the Kalihari Resort and Hotel in Wisconsin Dells.

Introduction of CSWEA and WEF Guests: The following guests were introduced to the Section Membership: Eric Lecuyer, CSEWA President, Dan Lynch, incoming CSWEA President, Russ Susag, CSWEA Secretary/Treasurer, and Larry Jaworski, WEF President-Elect. Each had brief remarks to the Section. Larry Jaworski commented that WEF is trying to improve communication between WEF and its member organizations. A key theme of this effort is for WEF to better serve the member organizations as a clearinghouse of information on issues that member associations are currently spending too much volunteer time on, such as management issues like insurance, reserves, etc. He also noted that WEF needs to be more nimble and responsive to its members, and needs to help facilitate information sharing between the organization and sections, and between sections. Dan Lynch noted that the Ad Hoc Reserves Committee was still working on reviewing and developing policy for the Association and Section finances, and that one thing coming out of this work was that it appeared the Association's financial reporting needs to be improved. He also indicated that membership continues to be an important issue, with improving "customer service" and improving communication with student chapters as key challenges. He indicated that WISILLMINN reporting of State Section news has improved now that liaisons with each Section have been established. A new feature in WISILLMINN will be a "member profile" for each issue. He concluded by noting that the Association still needed to do a better job in the area of awards and recognition, with the lack of new members to the Quarter Century club given as an example.

COMMITTEE REPORTS

Collection Systems: No report was received. Tom Krueger noted that the 2003 Collection System Seminar will be held on June 5, 2003 in Watertown.

Government Affairs: Chair Dave Taylor had submitted a written report. Jim Smith noted that the proposed rule for DNR's revised ammonia criteria would be going to the Natural Resources Board in late May or early June. He noted that as written lagoon systems would be receiving a 5-year variance to allow each system to be optimized for ammonia removal. After that initial variance seasonal (winter) variances would in the future require following normal variance procedures.

John Leonhard noted that the committee was working with the Municipal Environmental Group (MEG) to develop a cooperative agreement to facilitate information sharing.

Industrial Waste: Chair Randy Wirtz submitted a written and oral report. He noted that after much effort the committee was able to identify two nominees for the Industrial Environmental Achievement Award and that Wisconsin Plating Works won the award this year.

Membership: Chair Ken Sedmak submitted a written and oral report. He noted that Jerry Kipp and Joan Hawley were now serving on the committee, with active involvement from Tom Sigmund as well. Ken indicated the committee was working on two key initiatives – a membership survey and a mentoring program.

Operations Committee & Management Seminar: Operations Committee Chair Dave Arnott submitted a written and oral report. The committee is arranging for Wisconsin participants in

the 2003 WEFTEC Operations Challenge, with 3 spots budgeted. For the Management Seminar, Tom Krueger also submitted a written and oral report. The 2003 Management Seminar is scheduled for August 14, 2003 at the Holiday Inn East in Madison. Tom noted the change in venue to allow greater attendance (up to 200, versus a maximum of 70 at the previously used Comfort Inn) and that the seminar planning committee was working to get the word out better to overcome disappointing attendance numbers in 2002. He added that the CSWEA Wisconsin Section would be leading the 2004 seminar and was in need of a seminar planning chair.

Public Education: Chair Max Anderson submitted a written and oral report. Max held workshops at two science teacher conventions so far in 2003, with approximately 35 teachers attending. John Olson questioned whether teachers might be interested in becoming WEF members, and whether we should be displaying our new display booth at these conventions.

Safety: No report was received. John Olson suggested that members send suggestions to Chair Don Lythjohan regarding activities the committee should be involved in.

Watershed Management: Chair Jane Carlson submitted a written and oral report. The Yellow River watershed group that Hans Holmberg was appointed to as our Section representative was on hold. There are other watershed activities occurring in the state that the committee is tracking progress and the need for involvement. If members become aware of any such activities they should inform Hans Holmberg, who is coordinating these activities. The committee is working closely with the Government Affairs Committee to coordinate the activities of the two committees, minimize overlap and maximize coordination.

Student Activities: No report was received. Dan Busch indicated he will be taking over as chair of this committee.

Public Awareness: Chair Steve Godfrey submitted a written and oral report. John Olson is leading the effort to develop a "Speakers Bureau", with an initial focus on defining what this bureau's intended function and activities would be.

Representatives Reports

Spring Biosolids Symposium: Jay Kemp presented an oral report. The 2003 seminar was attended by approximately 270. The 2004 seminar will be chaired by WWOA, and the 2005 seminar will be chaired by CSWEA Wisconsin Section.

Water Wastewater Education Association: Rusty Schroedel presented an oral report. The calendar needs more input on meetings to avoid conflicts between groups – Peg O'Donnell of WDNR maintains the calendar. People should contact Peg directly or contact Rusty with information on meetings and other events so they can be posted on the calendar. Rusty noted that he was the only Section representative currently serving as a WWEA coordinator, and that the Section should have another coordinator as well.

Old Business

CSWEA Reserves Policy: A good deal of discussion occurred on what our Section's policy should be with regard to reserves. Suggestions included ensuring enough reserves to cover all operating expenses for set time periods such as 3 months or 1 year, to cover the two greatest operating expenses each year, or to cover the single greatest operating expense each year. It was suggested that the Section seek professional advice on this issue. A key issue is whether the Section needs to devise its own reserves policy or should adopt whatever policy CSWEA adopts. Other issues discussed included how the Section's bank accounts were initially set up,

what the Section's tax exempt status was, and the Section's role in financial reporting to CSWEA. Further discussion and action was tabled to the next Board Meeting.

In the interests of staying on schedule discussion of other Old Business items was tabled.

New Business

List of Section Officers and Committee Chairs: The listing of Section Officers and Committee Chairs will be updated for 2003-2004 and will be posted on the web site. Committee Chairs should communicate any changes in chairs or committee rosters to Bill Marten.

Service Award: Dan Busch presented the 2003 Wisconsin Section Service Award to Tom Krueger.

Past Chair Award: Dan Busch presented the 2002-2003 Wisconsin Section Past Chair Award to John Olson.

Passing of the Gavel: John Olson thanked Tom Sigmund for his contribution to the Section as Vice Chair and passed the gavel to Tom as the 2003-2004 Wisconsin Section Chair. Mike Pierner is the new Section Vice Chair and Tom Krueger is the new Wisconsin Section Trustee to Central States.

2003 – 2004 Chair's Remarks: Tom Sigmund noted that he is looking forward to his year as chair. Tom plans to focus this year on membership, member service, and awards. He hopes to improve new member recruitment, service to and involvement of members, and ensure successful nomination of recipients for all awards. He will also be asking each Board Member to get actively involved in at least one Section committee. Tom concluded by noting the next Board Meeting would be held in Madison the day before the Management Seminar, which would be the second week of August.

Jim Smith moved that the meeting be adjourned. Second by Randy Wirth. Motion carried. Meeting adjourned at 8:57 a.m.

Respectfully Submitted:

William L. Marten
Secretary/Treasurer
Wisconsin Section - CSWEA