



The Wisconsin Section
Central States
Water Environment Association

Minutes of the Summer Board Meeting

Wisconsin Section - Central States Water Environment Association

August 14, 2003

Holiday Inn East – Madison, WI

The summer board meeting of the Wisconsin Section of Central States Water Environment Association was called to order by Chair Tom Sigmund at 4:04 p.m. on August 14, 2003 at the Holiday Inn East Hotel in Madison, Wisconsin.

Board Members present:

- Tom Sigmund, Chair
- Mike Pierner, Vice Chair
- John Olson, Past Chair
- Tom Krueger, CSWEA Trustee
- Bill Marten, Secretary/Treasurer

In addition, the following were present: Dave Taylor, Dan Busch, and Ken Sedmak.

Approval of May 20, 2003 Annual Meeting Minutes: Dan Busch moved that the meeting minutes for the May 20, 2003 Annual Meeting be approved as written. Second by Mike Pierner. Motion carried.

Treasurer's Report: Bill Marten presented the Treasurer's report, reporting that there was a balance in the Section's accounts of \$21,658.36 as of August 9, 2003. He noted that accounting for the 2003 Government Affairs Seminar had been finalized, resulting in a net profit of \$2,273.32 which was split equally between the Wisconsin Section and WWOA, and presented the final financial statement for this seminar. Tom Krueger moved that the Treasurer's report be accepted as presented. Second by John Olson. Motion carried.

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

- WEF President-Elect Larry Jaworski will encourage WEF staff to provide member associations with guidance on such issues as reserve policies, insurance, bonding and deficit budgeting.
- Jeff Brochtrup, John Olson and Carol Strackbein will be working to increase and encourage Wisconsin student participation in the Stockholm Junior Water Prize competition.

- An Ad Hoc Central States Membership Committee was established. Committee members will include the Membership Committee chair for each state section along with a representative from CSWEA.
- CSWEA President Lynch has established a Vendors Ad Hoc Committee to evaluate and improve the Annual Meeting exhibitors show.
- CSWEA President Lynch has established an Ad Hoc committee to explore the feasibility of co-sponsoring a regional trade show with the Wisconsin Water Association.
- The next meeting of the CSWEA Board will be at the WEFTEC 2003 meeting in Los Angeles in October.

WVOA Liaison Report: Tom Kruzick had submitted a written report indicating no news to report since the Annual Meeting in May. The 2003 WVOA Annual Conference will be held at the Kalihari Resort in Wisconsin Dells in October.

Committee Reports

Committee reports can be viewed on the Wisconsin Section website. The following discussion covers key points of verbal reports given during the meeting.

Collection Systems: No report was received.

Government Affairs: Chair Dave Taylor presented an extensive written report along with a brief verbal report. Key points of the verbal report included:

- The committee is continuing to explore opportunities for partnering on Government Affairs/Regulatory issues with the Municipal Environment Group (MEG).
- There are indications that EPA will not regulate PCBs, dioxins and dibenzofurans under Round 2 of the Part 503 rule. Dave added that Wisconsin DNR, which has been evaluating regulation of PCBs in biosolids, may hold off on such regulation until EPA takes action.
- EPA and DNR activities related to making CMOM part of SSO rules have slowed down considerably. Ned Paschke and Nancy Schultz are tracking this.

Government Affairs Seminar: No report was received.

Industrial Waste: No report was received.

Membership: Ken Sedmak presented a written and verbal report. Key points of the verbal report included:

Ken Sedmak noted that there are now 546 Wisconsin Section members. He also noted that the Membership Committee is working on an initiative to send letters out to new members, welcoming them into the Section and encouraging them to become active, and to members who have fallen delinquent with respect to their membership dues.

Ken indicated that Jeff Mazonec was working on developing the capabilities of the listserv and other electronic information management capabilities that are available through the Central States website, but that plans are going slow as Central States works on replacing Scott Thompson with a new webmaster. Ken indicated that the listserv is functional, and that both he and John Olson had successfully subscribed to it.

Dave Taylor noted that the listserv may be a tool to distribute committee reports in a manner that can reach more members. Tom Sigmund indicated he will check on the status of the listserv and also will collect and compile suggested uses of the listserv and other information management/distribution recommendations from committee chairs.

Ken Sedmak also indicated that the Membership Committee was developing plans to perform a telephone survey of members to find out information on how the Section can best meet the needs of the membership.

Operations Committee & Management Seminar: Dave Arnott submitted a written report. Key points were that WEFTEC Operations Challenge participants had been selected and work was proceeding on a nomination for the Hatfield Award.

Management Seminar: Tom Krueger presented a verbal report. The Management Seminar was held on August 14, 2003 and was well attended. John Olson has agreed to be the next chair for this seminar, and Jeff Brochtrup is considering joining the seminar planning committee.

Public Education: Max Anderson had submitted a written report. Max presented information to approximately 50 teachers at a teachers workshop held at UW-Platteville on June 19. Max has been contacted by a WWOA representative concerning working together on Public Education activities.

Safety: No report was received.

Watershed Management: Jane Carlson had submitted a written report. Mike Doran is preparing a draft letter to WDNR offering assistance/comments related to the process used for water body designated use classification. The draft letter should be available for action by the Board at the November Annual Business Meeting.

Student Activities: Dan Busch presented a written and verbal report. Key points of the verbal report included:

Dan is in contact with the student chapters from UW-Stevens Point and UW-Platteville, and will be coordinating the State Section reimbursement of 5 annual student membership fees with each.

Milwaukee Area Technical College has expressed interest in starting a student chapter, and Dan will be working with them to move in that direction.

The Young Professionals initiative is hoping to develop activities of interest for the next CSWEA Annual Meeting in Madison.

Public Awareness: Steve Godfrey had submitted a written report, and Tom Sigmund presented a verbal report. Key points of the verbal report included:

The committee has submitted several press releases on member awards to the recipients local newspapers. The committee also wants to continue the practice of presenting such rewards at the recipients place of employment, to allow them to get recognition from their employers. Tom Krueger indicated that Wisconsin Water Association also does this.

The committee is developing an informational brochure with the hope of having a review draft available in September.

The committee continues to evaluate whether the Section should develop a speakers bureau. Steve Godfrey will be the principal contact on this.

Representatives Reports

Spring Biosolids Symposium: No report was received.

Water Wastewater Education Association: No report was received. All members were encouraged to contact Peg O'Donnell at the DNR to notify her of any events for listing on the training calendar.

Old Business

CSWEA Reserves Policy: Tom Krueger reported that the Executive Committee of Central States had approved a reserves policy setting a goal that CSWEA maintain reserves equal to the 3-year running average of its 2 largest event expenditures, and that State Sections were encouraged to adopt reserve policies on their own.

Seminar Planning Committee Policies: There has been some concern that the planning committees for the various seminars sponsored or co-sponsored by the Wisconsin Section appear to have differing policies related to allowable expenditures, planning committee member registration fees, etc. It was agreed that Bill Marten would request documentation of each committee's policies from the Wisconsin Section representatives on each committee, and would also review the cooperation agreements for each seminar, in time for discussion at the November Annual Business Meeting.

New Business

Awards Nomination and Submittal Schedule: As Past Section Chair John Olson will be coordinating awards nominations and submittals for the next CSWEA Annual Meeting. Committees responsible for award nominations which John will be coordinating include:

- Operations Committee (Operations Award, Lab Analyst Award and Hatfield Award).
- Collection System Committee (Collection System Award and Golden Manhole Award).
- Safety Committee (George W. Burke Facility Safety Award).
- Industrial Waste Committee (Industrial Waste Treatment Award).
- Service Award Committee (Wisconsin Section CSWEA Service Award – committee chaired by immediate Past Chair and further comprised of Section Secretary/Treasurer and the three immediate past Service Award recipients if available, else designees selected by the immediate Past Chair).

WEFTEC Operations Challenge Team Selection: There has been concern expressed over how team selection is done for the Central States representatives at the WEFTEC Operations Challenge. The selection process does not always appear to follow the guidelines as stated in the CSWEA Statements of Policy. The Board agreed that Dave Arnott, who chairs the Operations Committee, should review the CSWEA Statements of Policy and suggest any revisions to help better define the policy in time for the November Annual Business Meeting. Any suggested revisions agreed upon at the Annual Business Meeting will then be carried forward to the CSWEA Executive Board by the CSWEA Trustee, Tom Krueger.

November Annual Business Meeting: It was agreed that the November Annual Business Meeting would be held on Wednesday, November 13, 2003 beginning at 2:30 p.m. Bill Marten will contact the Country Inn in Pewaukee (Waukesha) to see if a meeting room is available.

Student Activities/Young Professionals Committees: Dan Busch recommended that the Young Professionals ad hoc committee and responsibilities be merged with the Student Activities Committee. It was agreed that Dan should draft some suggested changes to the Wisconsin Section Statements of Policy related to the charge of the Student Activities Committee in time for action at the November Annual Business Meeting.

Update on Status of the Strategic Plan: Mike Pierner will be reporting on the status of the Wisconsin Section strategic plan at the November Annual Business Meeting, including any new initiatives that may be needed. Tom Sigmund will send Mike copies of the past two year's update reports, prepared by John Olson and himself.

Wisconsin Section Reserves Policy: Some discussion of an appropriate reserves policy for the Wisconsin Section occurred, and it was agreed that Bill Marten would document the Wisconsin Section's two largest event expenditures over the past 3 years, and get that information to John Olson. John will draft a proposed reserve policy with a goal of making it consistent with the CSWEA policy for action at the November Annual Business Meeting.

Committee Lists and Summaries: Tom Sigmund is compiling one-page summary descriptions of the activities and key contacts for each Section committee. This information will be sent to new members and will be used by the Public Affairs Committee in helping to inform the membership and public about Wisconsin Section activities.

Next Meeting

The next Board Meeting will be the November Annual Business Meeting to be held at 2:30 p.m. on Wednesday, November 13, 2003.

Adjournment

There being no further new business Dave Taylor moved that the meeting be adjourned. Second by Ken Sedmak. Motion carried. Meeting adjourned at 6:00 p.m.

Respectfully Submitted:

William L. Marten
Secretary/Treasurer
Wisconsin Section - CSWEA