



The Wisconsin Section
Central States

Water Environment Association

Minutes of the Winter Board Meeting

Wisconsin Section - Central States Water Environment Association

February 25, 2004

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 Tom Sigmund at 2:04 p.m. on February 25, 2004 at the Marriott Madison West Hotel in Middleton, Wisconsin.

Board Members present:

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

In addition, the following were present: Rusty Schroedel, Jane Carlson, Dan Busch, Dave Taylor.

Approval of November 13, 2003 Annual Business Meeting Minutes: Mike Pierner moved that the meeting minutes for the November 13, 2003 Annual Business Meeting be approved as written. Second by Tom Krueger. Motion carried.

Treasurer's Report: Bill Marten presented the Treasurer's report, reporting that there was a balance in the Section's accounts of \$24,988.18 as of February 19, 2004. 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. Rusty Schroedel moved that the Treasurer's report be accepted as presented. Second by Dan Busch. Motion carried.

CSWEA Trustee Report: Trustee Tom Krueger presented a written and verbal report. The written report summarizing the January 15-16, 2004 meeting of the Central States Executive Committee can be viewed on the Wisconsin Section website. Key points of the verbal report, included:

- Related to CSWEA governance and reorganization, CSWEA President Dan Lynch presented proposed revisions to the CSWEA 'Constitution & Bylaws' which were approved by the Executive Committee and will be presented for approval at the annual meeting in May 2004. Key points of interest included: changing the title of the Secretary-Treasurer to Executive Director; addition of an elected Treasurer position as a voting member of the Executive Committee; reducing the PWO Representative term of office from 3 to 2 years. Following approval of these changes each State Section will need to revise their Constitution & Bylaws and Statements of Policy to complement and mirror the CSWEA documents. It was noted that with the new changes the State Sections may no longer have a Constitution & Bylaws, but only a Statements of Policy. More information on this will be available after the annual meeting in May 2004.
- WEF has requested that a CSWEA member serve as a liaison on the WEF Membership Committee. In addition other WEF leadership positions are available and it is hoped that some of these positions can be filled by representatives from Central States.
- Eric Lecuyer was formally hired to fill the position of Secretary-Treasurer and WISILLMIN editor for a 3-year term beginning May 2004.
- The Public Education Committee has been working on developing Student Paper and Student Design competitions for the annual meeting, with goals of establishing the Student Paper competition in time for either the 2004 or 2005 annual meetings and the Student Design competition in time for the 2005 or 2006 annual meetings. The committee is also considering realignment of the Student Chapters with the Students & Young Professionals Committee, as subcommittees of the Public Education Committee.
- Eric Sedmak has been appointed as the CSWEA Website Manager. The cost of a full website redevelopment was estimated at \$10,380, and due to budgetary constraints the Executive Committee approved a limited redesign effort not to exceed \$4,000, with \$1,000 contributed from each of the State Sections.
- The Fiscal 2004 Budget was approved, and as part of this year's budget Central States will not provide the State Sections with grants or funds for Public Education and Student Chapters. The WEF membership dues rebate to the State Sections will continue this year, though.

WVOA Liaison Report: Tom Kruzick had submitted a written report which can be viewed on the Wisconsin Section website. Key points included:

- Signing of contracts for the 2004 and 2006 WVOA Annual Conferences with the expanded Kalihari Conference Center in Wisconsin Dells.
- The program is set for the 2004 Annual Conference.
- The Permanent Arrangements Committee was given permission to enter discussions with the Kalihari Conference Center regarding holding the Annual Conference there every other year, with LaCrosse and Green Bay alternating the other years.

Committee Reports

Collection Systems: A written report was not received. Tom Krueger reported that the 2004 Collection Systems Seminar was scheduled for Watertown on June 3, 2004.

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

- The 2004 Government Affairs Seminar was scheduled for Thursday, February 26, 2004. Tom Foltz chaired planning for this year's seminar.

- An updated committee roster was presented and can be found on the Wisconsin Section website.

Government Affairs Seminar: No report was received.

Industrial Waste: No report was received.

Membership: Ken Sedmak had submitted a written report that can be viewed on the Wisconsin Section website.

Operations Committee: Dave Arnott presented a written report that can be viewed on the Wisconsin Section website. A key point noted is that Dave has been working to update the WEFTEC Operations Challenge Participant Selection Policy and the proposed changes have been approved by WWOA. Dave also noted that Troy Larson from Strand Associates had joined the Operations Committee.

Management Seminar: John Olson presented a verbal report. The 2004 Management Seminar will be held on August 12, 2004 at the Comfort Inn in Madison. John is chairing the seminar this year and planning activities are ongoing.

Public Education: Max Anderson had submitted a written report that can be viewed on the Wisconsin Section website.

Safety: Don Lythjohan had submitted a written report that can be viewed on the Wisconsin Section website. The Safety Committee again recommends that all seminars sponsored by the Wisconsin Section should have some coverage of safety and security issues. It was suggested that Don or other members of the Safety Committee should contact the seminar planning committees directly on this.

Watershed Management: Jane Carlson presented a written and verbal report. The written report can be viewed on the Wisconsin Section website. Key points of the verbal report included:

- Hans Holmberg of the committee had been appointed to serve as the Wisconsin Section representative on the Yellow River watershed group, but that group is inactive and in limbo. In the meantime Hans has been following activities on the St. Croix River watershed and the committee has requested that Hans be appointed as the Wisconsin Section representative on that watershed group. Rusty Schroedel made a motion to appoint Hans Holmberg as the Wisconsin Section representative to the St. Croix River watershed group. Second by Mike Pierner. Motion carried. John Olson noted that he was familiar with that area and recommended that Hans be very careful in his representation of the Wisconsin Section, especially with regard to the politics going on.
- Tom Sigmund will work with Jane Carlson and Dave Taylor to draft a letter to WDNR indicating the Wisconsin Section's willingness to serve on watershed and advisory committees. Dave Taylor noted that recent information indicates WDNR is currently in the process of assessing the number and type of advisory committees it has, and may make significant changes in the future.

Dave Taylor noted that WDNR had made a couple significant personnel changes. Al Shea has been named Air Quality Bureau Chief and Russ Rasmussen has been named to replace him as the Watershed Management Bureau Chief.

Rusty Schroedel noted that the date of the Coastal Bluff Erosion Forum had been changed to March 20, 2004. Information can be found on the Sheboygan River Partnership website.

Tom Sigmund suggested that the Watershed Committee try to recruit someone from southeast Wisconsin, either from Milwaukee Metropolitan Sewerage District or from the Southeast Wisconsin Regional Planning Commission (SEWRPC) to serve on the committee.

Student Activities: Dan Busch presented a written and verbal report. A key issue discussed was that Dan had developed proposed changes to the Wisconsin Section Statements of Policy to change the committee name and charge to include Young Professionals as well. It was noted that since Central States is in the process of revising their Constitution & Bylaws and Statements of Policy it makes sense to wait until those changes are in place before changing the Wisconsin Section Statements of Policy.

Public Awareness: Steve Godfrey had submitted a written report that can be viewed on the Wisconsin Section website. John Olson reported that work is ongoing related to formation of a Wisconsin Section speakers bureau and development of a questionnaire that can be used to try and draw more members into becoming active on committees.

Representatives Reports

Spring Biosolids Symposium: No report was received.

Water Wastewater Education Association: Rusty Schroedel presented a verbal report. He stressed that folks on seminar planning committees should check the WWEA Training Calendar before choosing dates for events. He noted that there has been an increasing number of conflicts between different seminars, meetings and other training events that should be avoidable if everyone uses the calendar. The Training Calendar can be accessed through the WDNR website, and Peg O'Donnell of WDNR should be contacted to post events on the calendar.

Rusty also noted that WWEA representatives were serving on an advisory committee for Moraine Park Technical College.

Old Business

Statements of Policy Changes: Proposed changes to the Wisconsin Section Statements of Policy regarding WEFTEC Operations Challenge Participant Selection, the Student Activities Committee and the Section Reserves Policy were discussed. Key points included:

- With regard to the proposed revision of the WEFTEC Operations Challenge Participant Selection it was agreed that the second sentence of the first paragraph, beginning "Engineers, Consultants, ..." should be taken out. It was also agreed that participants must be members of Central States by July 1 of the year they plan on participating. Tom Sigmund will inform Dave Arnott of these changes.
- With regard to the proposed revisions to the Student Activities Committee and Section Reserves Policy it was decided that these changes would be tabled until after the Central States Constitution & Bylaws and Statements of Policy have been revised.

Update on Awards Nominations: John Olson indicated that we had award submittals made for all but the Collection System and Industrial Achievement awards. John added that the Collection System Committee had a nominee selected but did not submit a nomination package, and that the Industrial Waste Committee had not submitted a nominee.

Rusty Schroedel added that we as a section need to put more effort into submitting nominees for WEF awards, noting that there were approximately 10 awards available each year at the WEF level.

John Olson will be chairing a committee to select a recipient of the Wisconsin Section Service Award for 2004, which will be presented at the next Board Meeting in May.

Update on Committee Summaries: Tom Sigmund reported that this work was about 75% complete, and he hoped to have the summaries completed in time for the annual meeting in May. He indicated that Joan Hawley would be coordinating this.

New Business

2004 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 (note this final worksheet has been modified to add an additional budget item of up to \$500 to help support the Wisconsin Stockholm Junior Water Prize competition winner in traveling to WEFTEC 2004 for that competition).

One of the budget items receiving discussion was the Wisconsin Section contribution of \$1,000 to the Central States website redesign effort. Rusty Schroedel asked if this was a one-time expense, to which Tom Sigmund responded that it was intended to be a one-time contribution incurred in 2004 only. Further discussion centered on whether the website software will be able to track the number of hits to the website. Tom Krueger indicated he would check with Central States on this issue.

The net result of the budget discussion was anticipated income of \$5,250 and budgeted expenses of \$10,274, resulting in a projected deficit budget of (\$5,024). 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.

Dave Taylor made a motion, seconded by Tom Krueger, to approve the 2004 budget as presented in Table 1 attached. Motion carried.

Financial Audit Committee: Tom Sigmund noted that he had asked Jeff Brochtrup and Jon Schellpfeffer of Madison MSD to serve as the audit committee to review the Treasurer's reports and records for 2003. The audit committee will report on their findings 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 18, 2004.

Adjournment

There being no further new business Rusty Schroedel moved that the meeting be adjourned. Second by Dan Busch. Motion carried. Meeting adjourned at 4:45 p.m.

Respectfully Submitted:

William L. Marten
Secretary/Treasurer
Wisconsin Section - CSWEA

Attachment: Table 1 – 2003 Wisconsin Section Budget

