

WISCONSIN WASTEWATER OPERATORS' ASSOCIATION, INC.  
Board of Directors Meeting  
Tuesday, August 23, 2005  
Regency Suites Hotel Green Bay, WI.

President Nennig called the meeting to order at 10:05 AM Tuesday August 23, 2005. Roll call was taken. All Board members were present except Conine who was excused absent.

Also present was Troy Larson from Strand Associates and Assistant Secretary Carol McKee.

The minutes of the April 28 & 29, 2005 Board meeting were reviewed. President Nennig asked for any comments regarding the minutes as presented. Herwig noted several words that needed to be added within the text of the minutes. Herwig requested attaching the Board-approved reimbursement proposals to the master, final copy of the April 2005 Board minutes and to be placed in the minute records. Herwig made a motion to approve the minutes as presented with the corrections. Bartel seconded the motion. Motion carried.

McKee presented the Financial Statement for Board approval. McKee reported that as of August 15, 2005 the WWOA had \$160,477.26 in revenues and \$142,563.97 in expenditures with excess revenues over expenditures totaling \$17,913.29. McKee commented that the Financial Statement that will be presented to the WWOA membership at the October Annual Business Meeting this year would be an audited Financial Statement. After September 1, 2005 McKee will be contacting the accountant to conduct a full audit. McKee reminded the Board that the WWOA's Financial Statement is reviewed annually by an accountant; and that a full audit of the Financial Statement occurs every other year.

Herwig questioned why the Permanent Arrangements Committee was over on their 2004/05 budget amount? Board discussion ensued. McKee reminded the Board that the Committee now has 5 members and it is the Committee Chairperson's decision whether or not to visit these conference sites. Herwig recommended to the Board that all Committees needs to come before the Board if they believe they are going to go over their respective budgets. Herwig feels the Board needs some justification from these Committees when this occurs.

Kruzick would like McKee to bring to the October Board meeting a breakdown of the expenses that incurred for the Permanent Arrangements Committee in 2004/05.

Herwig made a motion to approve the Financial Statement as presented. Kruzick seconded the motion. Motion carried.

McKee presented vouchers 208 – 227 for Board approval. After a brief discussion and some clarifications, Kruzick made a motion to approve the vouchers as presented. Carlson seconded the motion. Motion carried.

## COMMITTEE REPORTS

AWARDS - Herwig brought the new medallions that were made for the award plaques for the Board to view.

Kruzick informed the Board that all the regions have submitted names for their respective Operator of the Year Award nominations. Kruzick commented he had yet to receive any nominations for the Service, Bernauer and Crabtree Awards. A discussion ensued. Herwig commented that he felt the absolute latest date for award information to get to Total Awards in Madison, WI was September 9, 2005. President Nennig asked Kruzick if the Committee would accept award nomination submittals until that date. Kruzick replied that he had no problem extending the deadline for submittals until September 9, 2005.

In light of the lack of nominations for the Service, Bernauer and Crabtree Awards, a discussion ensued regarding Board member nomination submittals. President Nennig asked that the meeting minutes reflect it was the consensus of the current Board that nominations should come from the membership and not the Board.

Kruzick provided the Board with the list of nominees for the Regional Operator of the Year Awards. Thalke made a motion to approve the nominees for the Regional Operator of the Year Awards as presented. Bond seconded the motion. Motion carried.

TECHNICAL PROGRAM - Marshall reported the final drafts for the Annual Conference agendas were completed and sent to the printers. There have been some minor changes with speakers and moderators.

Marshall provided the Board with a list of speaker AV needs for the Conference. Virtually all presenters will be using PowerPoint presentation.

Gary Hanson and Earth Tech have again offered to help with the Conference Abstracts.

Kenneth Ligman of Becher-Hoppe Associates will be helping with the Conference Evaluations.

CONFERENCE SIGNAGE - Troy Larson of Strand Associates discussed with the Board the needed signage for the Conference.

LOCAL ARRANGEMENTS - Bartel commented the training center at Green Bay MSD has been reserved all day on October 4, 2005 for the Pre-Conference's Electrical Workshop.

The Green Bay and De Pere wastewater treatment plants will be available for tours. The Green Bay tour will be divided into two sections. One tour will be the general plant tour. The other tour will be demonstrations of process monitoring and maintenance equipment. The De Pere plant tours will be the general plant tour and will include showcasing the new blower system upgrade.

SPOUSE PROGRAM - President Nennig reported for Jean Van Sistine. On Wednesday morning October 5, 2005 Officer Dennis Gladwell from the De Pere Police Department will give a talk on "Identity Theft" at the KI Center.

On Wednesday afternoon, program participants will board a motor coach bus at 1:00 P.M. for a trip to the Von Stiel Winery in Algoma, WI.

On Thursday morning October 6, 2005 Kathleen Zeitler will give a talk on "Attention Deficit Disorder in Adults."

On Thursday afternoon, program participants will board the bus at 11:00 A.M. to go to Frank's Dinner Theatre. Lunch is included and will be served at noon followed by the show starting at 1:00 P.M.

GOLF OUTING - Bartel stated the Woods golf course is all set to host the Annual Conference golf outing on Tuesday October 4, 2005. Bartel reported that the manufacturer and consultant hole sponsorship and door prizes have been slow coming in.

EXHIBIT COMMITTEE - President Nennig reported for Carol Strackbein. The Exhibit Committee will be meeting to assign the booth spaces on September 1, 2005. At the present time, the Committee has sold approximately 95 booths out of the 110 booths available.

OPERATOR COMPETITION - Thalke stated that no regional teams have yet to commit for the Competition. The Lake Michigan Region has informed Thalke that they will have a team. A discussion ensued in regards to extending the deadline for teams until September 9, 2005 and what the minimum number of teams we would need in order to have the Competition.

It was the consensus of the Board to extend the deadline for teams until September 9, 2005 and that a minimum of three teams participate in order to hold the Competition. The Board agreed to present one award if three teams participate and to present two awards for four teams.

Thalke provided the Board with a schedule of events for the Operator Competition.

MANUFACTURERS AND CONSULTANTS - No report.

WEBSITE - Bartel informed the Board that the Web Committee chose to contract with a new web hosting service; moving the web site away from WebservPro to its new home with Hostexcellence.com in early July.

Traffic analysis software shows that the employment page of the web site seems to draw the most attention. Three features of the web site that really focus on communication are the bulletin board forum, the mailing list, and the chat rooms. A recent addition to the site is a photo archive page that allows visitors to browse through images "photo album" style. The photos come from a variety of WWOA events over the years. Bartel

commented that members are encouraged to send in any photos they would like to see added. The photo archive page can be accessed from any site.

NOMINATIONS - Herwig stated he has one person committed to the office of President-Elect, that person being Kay Marshall, one person committed to the office of Vice-President; that being Jim Thalke, and one person who is interested in running for Directorship.

Herwig commented to the current Directors the great benefits they bring to the Board with their continued experience on the Board.

Herwig suggested another thing we need to do prior to taking nominations from the floor at the Business Meeting is to let the members know one of their main functions on the Board is commitment.

SCHOLARSHIP - President Nennig reported for Conine. This year the Scholarship Committee received a total of two applications for available WWOA scholarships. Both of the applications were for the \$1000.00 scholarship. The Committee stated that scholarship applicant Sara Driver has met all WWOA scholarship award criteria and would be acceptable to receive the \$1000.00 scholarship.

Herwig made a motion to award Sara Driver the \$1000.00 scholarship for 2005. Kruzick seconded the motion. Motion carried.

Conine provided the Board with copies of the Preamble for the WWOA Scholarship Award Program with some minor changes. After a brief discussion, it was the consensus of the Board to table any action until the October Board meeting.

Herwig made a motion to approve the Committee Reports as presented. Bond seconded the motion. Motion carried.

## OLD BUSINESS

DIRECTORY - McKee provided individual Board members with copies of the new 2005-2006 WWOA Directory.

POLICY BOOK - McKee presented the Board with revisions and additions for the WWOA Policy Book. McKee instructed the Board to insert the changes into the appropriate sections and be diligent about keeping their Policy Books up-to-date with any changes as they occur.

WWOA MAILING LIST POLICY - Kruzick presented the Board with copies of the WWOA Mail List Policy for the Board to review. A brief discussion ensued. President Nennig directed McKee to put the Mail List Policy on the agenda for the October Board meeting for further discussion.

## NEW BUSINESS

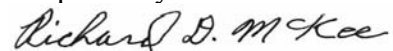
President Nennig briefly discussed the creation of the WWEA Committee many years ago, membership on the Committee and their primary function of coordinating and planning water and wastewater training in the state of Wisconsin. President Nennig informed the Board that the WWEA Committee is still actively involved in that mission. Gary Hanson of Earth Tech is currently serving as the WWOA representative with the WWEA.

Herwig commented about training money that is available through the DNR for lab certification training. They are attempting to make CDs available for lab certification training using that training money.

There being no further business of the Board, Herwig made a motion to adjourn the meeting. Kruzick seconded the motion. Motion carried.

The Board meeting adjourned at 3:05 PM on Tuesday August 23, 2005.

Respectfully submitted



Richard D. McKee  
Executive Secretary