

WISCONSIN WASTEWATER OPERATORS' ASSOCIATION, INC.
Board of Directors Meeting
Thursday April 24th, 2003 and Friday April 25th, 2003
Kalahari Resort, Wisconsin Dells, WI.

President Neis called the meeting to order at 1:08 PM Thursday April 24th, 2003. All Board members were present except Thalke, who was excused absent.

Also present was Gil Hantzsch, Chairperson of Local Arrangements.

The minutes of the March 10th, 2003 Board meeting were reviewed. Herwig noted some spelling corrections. Marshall made a motion to approve the minutes with the corrections. Kruzick seconded the motion. Motion carried.

McKee presented the Financial Statement for Board approval. McKee stated as of April 15, 2003 revenues totaling \$105,167.59 and expenditures totaling \$113,061.07 with excess expenditures over revenues totaling \$7,893.48. After a brief discussion, Herwig made a motion to approve the Financial Statement. Nennig seconded the motion. Motion carried.

McKee presented the vouchers 122 – 148 for Board approval. Herwig noted a typo. After a brief discussion, Herwig made a motion to approve the vouchers with the correction. Nennig seconded. Motion carried.

COMMITTEE REPORTS

NOMINATIONS-No report.

PROMOTIONS-No report.

MEMBERSHIP-No report.

SCHOLARSHIP-No report.

EXECUTIVE COMMITTEE-No report.

CLARIFIER-Herwig reported for Dan Busch. Advertisings continues to be very active. Having requests for advertising, advertising contract renewals, and payment coming through the central WWOA office has made things much more consistent.

Advertising through the **CLARIFIER** is very economical when compared to some of the bigger publications. Busch was worried the vendor advertising service available through the web site would reduce the print copy advertising, but this hasn't been the case.

Busch will be soliciting formal quotes to Sun Printing and other printing firms for the printing of the **CLARIFIER**.

Busch is also on the Web Site Committee and one of the goals of this group is to put the **CLARIFIER** out on the web site as archived issues.

CAREER DEVELOPMENT-Marshall reported the survey of the Wisconsin Wastewater Treatment Plants is well on its way. Dr. Aga Rasvi's five volunteer students are making about 200 calls to facilities around the state.

Pete Conine, Dr. Razvi and Marshall attended the Career Counselor's Conference in Madison.

David Sperling, the editor of the DNR Magazine, has contacted the Committee with the information required for writing the article on our profession. Tom Kruzick and Pete Conine will be writing the article and Marshall will be the photographer.

Ron Altmann of Waukesha is putting together a brochure about wastewater to make available to teachers. It will feature presentations and demonstrations to give to students.

Judy Tholen, Dr. Razvi, and Marshall will be doing a 1-hour talk show on WRCO radio about the field of wastewater.

AWARDS-Herwig has received one nomination for the Service Award.

Nennig informed the Board Wisconsin Focus on Energy would like the Board to consider the development of an annual award to be presented at our annual conference honoring the utility which most improved in the past year in reducing power consumption for their customers. Nennig asked for some direction from the Board. After a brief discussion, it was the consensus of the board not to allow the award to be given at our conference.

OPERATOR TRAINING-Kruzick informed the Board on June 12th, Sussex will host the Trouble Shooting Motors and Controls Seminar. This is a hands on training opportunity that will rotate through six different lift stations for a real world look at motors and controls.

The Operator Training Committee will again in conjunction with UW Madison Department of Soil Science, offer a one-day seminar. The first seminar will be held in Oshkosh and the second seminar will be held in Chippewa Falls. The dates for these classes are September 23rd and 24th. The registrations are already available on the WWOA web site, with a mass mailing scheduled for June.

The committee will also be working with Jack Annis, of the UW Stevens Point Hazardous Waste Education Center. He wants to hold some half day seminars across the state.

DIRECTORY-McKee stated he solicited quotes for the 2003-2004 Directory and has only received a quote from Sun Printing. After a discussion, Herwig made a motion to accept the quote from Sun Printing for \$6,434.00 to print the 2003 – 2004 Directory. Marshall seconded the motion. Motion carried.

PUBLICITY-Marshall commented the week of April 18th, Les Grant and herself will be visiting the Chamber of Commerce and local newspapers in Wisconsin Dells area to research publicity information for the area.

REGIONAL COORDINATOR-Marshall provided the Board with copies of the January Regional Newsletter.

Marshall has attended the Southern, Lake Michigan, and Southeastern Regional meetings. They were well attended and had outstanding presentations.

GOVERNMENT AFFAIRS-No report.

LIAISON-Kruzick stated the CSWEA WI Section met at 2:30 PM, February 26th at the Marriott in Middleton, WI. The CSWEA Annual Conference will be held at The Clock Tower Resort in Rockford IL. May 18th through the 22nd.

WEB SITE-Nennig commented we have two new members on the Web Site Committee, Ron Altmann and Christopher Helgestad.

Nennig stated this past March, Web Master Thompson posted our first attempt at the new WWOA Discussion Forum. The forum was created to co-exist and supplement the current mail list use.

The WWOA mail list currently has 194 subscribers, discussions have been frequent and with a lot of subscriber response.

Web Master Thompson has been busy working on a new version of the site. The first noticeable change is the general appearance of the home page with new navigational links.

TECHNICAL PROGRAM-Nennig provided the Board with the latest revision of the Technical Program for review and comment.

Nennig contacted Gary Hanson and Earth Tech, they will once again produce this year's abstract. Troy Larson from Strand Associates will again be doing the signage for the Conference.

The Keynote Speaker and banquet entertainment contracts have been received and signed. Paul Kent will be putting together a presentation for the Farewell Breakfast on Friday morning.

EXHIBIT COMMITTEE-President Neis reported for Carol Strackbein. Strackbein provided the Board with a copy of a letter that will be sent out to all potential exhibitors in June.

Strackbein feels that it would not be a good idea to have exhibits in the hallways. This would give unusual exposure to several exhibitors and will cause hard feelings in the group. It has always been our policy to try to keep everyone in one room wherever possible. We still have 81 8'by 10' booths available. A discussion pursued. It was the consensus of the Board to research the booth layout to obtain more booth spaces. Herwig will contact Strackbein regarding the booth spaces.

McKee stated he received a proposal from Valley Expo regarding booth set up for exhibits for 2003, 2004 and 2006 Conferences.

Nennig made a motion to accept the proposal from Valley Expo and to sign the contract for the 2003, 2004 and 2006 Conferences. Kruzick seconded the motion. Motion carried.

OPERATORS COMPETITION-Nennig reported for Thalke. The safety event will not be changed this year. The plan is to follow the WEF guidelines for the WWOA Operators Competition.

Thalke will be contacting the regional officers in the near future to remind them of the August 15 deadline for team registration.

President Neis suggested possibly offering more than a t-shirt to the participants of the competition. After a brief discussion, Tholen made a motion to offer a \$15.00 gift certificate for participants to purchase promotional items. Marshall seconded the motion. Motion carried.

LOCAL ARRANGEMENTS- Hantzsch informed the Board he has received a verbal quote for busing for the WWTP tours. The cost of the transportation is \$200.00 per bus. We will be using two buses. Hantzsch will obtain a written proposal from Thunderbird Transit in Baraboo for McKee to sign.

SPOUSE PROGRAM-Hantzsch provided the Board with a tentative spouse program schedule. A discussion pursued. It was the consensus of the Board to offer a two tier program. The General Program will include the hospitality room, gift packet, walk around lunch, Farewell Breakfast at a Pre-registration fee of \$45.00 per person. The Full Program will include the hospitality room, gift packet, walk around lunch, Farewell Breakfast, ride on the original Wisconsin Ducks on Wednesday and a Thursday a guided tour of Devils Lake State Park, a tour of the historic Al Ringling Theatre, a catered lunch at the Opera House in Baraboo and time to shop in downtown Baraboo. The Pre-registration fee for the Full Program will be \$70.00 per person.

Herwig made a motion general admission for Pre-registration fees for the Spouse Program be set at \$45.00 per person for the General Program and \$70.00 per person for the Full Program. The On-site fees will be \$50.00 per person for the General Program and \$75.00 per person for the Full Program, subject to availability. Kruzick seconded the motion. Motion carried.

GOLF OUTING-McKee informed the Board he received the contract from Christmas Mountain Village. The cost will be \$35.00 per person. This fee includes cart, bag tags, bag of tees for each person, hole events and any scoring needed and a bowl of chili.

PERMANENT ARRANGEMENTS-McKee reported for John Leonhard. The Committee met with the Director of Sales and Marketing for Regency Suites KI Convention Center in Green Bay on March 28th. We reviewed the contract for the 2005 conference.

On March 29th the Committee went to the Holiday Inn in Stevens Point to talk to the new sales manager and catering manager. We informed them of what we expect from the hotel and areas they will need to watch. The Committee pointed out areas that have been a source of concern in the past.

McKee stated he needs approval from the Board to sign the contract with La Crosse for the 2007 Conference. Kruzick made a motion for McKee to sign the contract with La Crosse for the 2007 Conference. Marshall seconded the motion. Motion carried.

PERMANENT PROGRAM-No report.

RESOLUTIONS AND BYLAWS-No report.

HISTORICAL-No report.

MANUFACTURERS AND CONSULTANTS-No report.

Tholen made a motion to accept the Committee Reports as presented. Bond seconded the motion. Motion carried.

OLD BUSINESS

OTHERS-Conine stated he is working on the new policy regarding sponsorship of WWOA seminars. He will write it and send it to the Board to be discussed at the next Board meeting.

NEW BUSINESS

REVIEW AND APPROVAL OF THE 2003- 2004 BUDGET-McKee provided the Board with copies of the proposed Annual Budget. After a discussion and some changes were made, Kruzick made a motion to approve the budget as amended. Marshall seconded the motion. Motion carried.

McKee also provided the Board with copies of the 2003 Conference Budget. A discussion pursued. It was the consensus of the Board the registration fees will stay the same as last year.

Pre-registration		Onsite	
Members	\$45.00	Members	\$75.00
Non-Members	\$90.00	Non-Members	\$120.00
Retirees/Students	\$25.00	Retirees/Students	\$30.00

After a discussion, some changes were made. Herwig made a motion to approve the 2003 Conference budget as amended. Bond seconded the motion. Motion carried.

OTHERS-Conine informed the Board he attended the planning session at UW Stevens Point for the Year of Water 2003. There are lots of activities going on around the state. The next meeting is scheduled for May 15th at Turner Hall in Milwaukee.

McKee provided the Board with a letter from Jack Albrechtson, Executive Director of Wisconsin Water Association with information regarding an Operator's Day and Joint Expo. He would be interested in having some exploratory discussions concerning the possibility of developing an Operator's Day and Joint Expo event in Wisconsin. The intent would be a joint venture between the WWOA and WWA.

After a discussion, it was the consensus of the Board that the WWOA has no interest right now.

The next Board meeting will be held on Wednesday, August 20th, 2003 at the Kalahari Resort in Wisconsin Dells at 10:00 AM.

There being no further business, Tholen made a motion to adjourn. Conine seconded the motion. Motion carried.

The Board meeting adjourned at 10:45 AM on Friday April 25th, 2003

Respectfully submitted

Richard D. McKee
Executive Secretary