

Wisconsin Wastewater Operators' Association
BOD Meeting – Marriott Madison West, Middleton, WI
August 3 - 4, 2017

1. **CALL TO ORDER, ROLL CALL:** President, S. Thieszen called the meeting to order at 10: 05 am on Thursday, August 3, 2017. Roll call was taken. All present.
2. **AGENDA CHANGES AND ADDITIONS AND CORRESPONDENCE:**
No changes were presented.
3. **APPROVAL OF MINUTES:** Motion to except minutes from the April 20 – 21, 2017 meeting made by L. Lutz, Second by D. Lintner. Motion carried
4. **FINANCIALS:** Financials for May through July 2017 were reviewed. Motion to except financials as is made by J. Bratz, Second by J. Smudde. Motion passed.
5. **Annual Conference:**
 - a. **Conference Duties – Setup & Needs During the Conference & Tear Down**
S. Thieszen reviewed the setup for the upcoming Annual Conference. A/V setup and help will come from Steve Meifert. L. Lutz will oversee setting up the historical boards this year. K. Harter has the registration help all lined up for the week. J. Simpson and K. Harter will bring supplies for the conference on Sunday, October 15th and everything will be stored in the Middleton room for the duration of the conference until needed. K. Harter will be the contact person for of the conference issues and will be in constant contact with the Marriott staff. S. Thieszen would like to have the Board of Directors freed up on Tuesday so they can participate in the special events. To accomplish this, all the signage and the historical boards will be setup on Monday afternoon/early evening.
 - b. **Conference Setup**
K. Harter advised that the BEOs will increase this year due to higher rates at the Marriott due to an increase in food and beverages. The Board reviewed the BEOs with Eric Borchert for final preparations, food requirements, etc. The Board will meet one more time with Eric Borchert and the entire Marriott staff in October.
 - c. **Signage**
Troy Larson and Randy Langer from Strand, meeting with the BOD to review the required signage for the Conference. Troy reviewed what had been done in the past and handed out the different sections of the signage need to the appropriate board members. Everyone did a walk through the facility to review the layout and room location to determine how many signs would be needed
6. **COMMITTEE REPORTS**
 - a. **Nominations:** L. Lutz reported that that he received one submission for Board of Directors Sue Leith from the Western Region. He also received confirmation that Jeremy Cramer his intent to run for re-election to the Board. Jeff Smudde advised that he would be submitting his papers to run for the position of Vice President. L. Lutz advised that at this point it still

- leaves one open Director position to fill. He had put calls out to a few people and was waiting on a decision on the availability to commit to running for the Board of Directors. Although many people Lutz talked to were interested in running for the Board, they were not in the position to do so now. There are three open Director positions on the ballot for two-year terms. It was discussed that if there were not enough people running or nominations from the floor, the current Board of Directors can fill the open position with a past Board member.
- b. **Promotional items:** J. Johnson reported that he didn't order any new items for the upcoming conference as he had a lot of inventory on hand. There are quite a few of the 50th Anniversary polos (which he will mark down), t-shirts, etc. He will be ordering camo hats as they are a big seller, plus he needs to order the Top Gun hat for the Sporting Clays. J. Johnson advised that he need to get the t-shirt order for the Operators' Competition soon. Lead time is four weeks. Rick Mealy will get a t-shirt order to him as soon as he had teams.
 - c. **Membership:** K. Harter reported that membership renewals were coming in. She also placed an ad in the Clarifier and on the website to get everyone to update their information.
 - d. **Scholarship:** R. Mealy advised that last year's NCL recipient met her ongoing requirements for the NCL scholarship and will receive the final \$2,500 installment on the \$5,000 scholarship reward. He also advised that he received three applications for the 2017 WWOA scholarship awards. All three met the scholarship requirements. There will be one recipient of the Crane Scholarship and two recipients for the WWOA scholarships. J. Bratz moved to accept the applicants, J. Simpson second the motion. All in favor, motion passed.
 - e. **Executive Meeting:** S. Thieszen/No Report
 - f. **Clarifier:** J. Butt advised Sharon Thieszen that he needed articles. She asked everyone to talk to the regions and to get the word out that they need to get their articles into the Clarifier.
 - g. **Career Development:** R. Mealy/No Report
 - h. **Awards:** J. Bratz advised that he received many deserving nominations for the awards this year. The Board discussed the nominations for the Bernauer, Koby Crabtree, Service, Newcomer, Membership Awards and voted on who will be receiving these awards this year. J. Bratz also advised that four of the six Regions have sent in their nominations for the Regional Operator of the Year awards. He was working on getting the last two nominations and would email the Board with the names once he received them. The last award discussed was the Region of the Year. After discussing the different things that the Regions had done this year, a winner was chosen. A motion to accept the award winners was made by J. Simpson, second by R. Mealy. Motion passed.
 - i. **Operator Training:** D. Linter/J. Smudde advised that Ken Bloom, NCR, along with J. Smudde and D. Lintner, worked with Toni Glymph to do a two- day Microbiological training in August. First day would cover Basic Microbiology and Process Control with the second day covering Advanced Microbiology and Process Control. This training would be held on August 7 and August 8 at North Central Labs in Birnamwood. North Central Labs would

- furnish the facility and WWOA and NCR would split the cost of the lunch. To date there are 47 total registrations; 21 registrations for Session A and 26 registrations for Session B.
- j. **Directory:** K. Harter advised that the new 2017/2018 directory will be going to the printers. Discussion was held as to how many hard copies should be printed. K. Harter wanted to cut down on the number (100 copies had been ordered for the past years copies), as there seemed to be a lot left over that needed to be recycled. The cost of printing is high. It was decided to print 50 copies and the rest would be available on flash drives. Cost for the 2017/2018 directory will be \$10.00 and will be available for sale at the Conference.
 - k. **Publicity:** J. Cramer advised that K. Harter will go over everything he needs to do for publicity for the upcoming WWOA Conference.
 - l. **Regional Coordinator:** J. Simpson/No Report
 - m. **Government Affairs:** J. Smudde/S. Thieszen reported that the Government Affairs Seminar for 2018 will be on Thursday, February 22, 2018. They will be meeting to discuss the 2018 Government Affairs seminar soon.
 - n. **Biosolids Symposium:** L. Lutz/D. Lintner L. Lutz and D. Linter advised that the 2018 Spring BioSolids Symposium will be held on Tuesday, March 20, 2018. They will also be looking at the dates and location for the 2019 Spring BioSolids Symposium.
 - o. **Central States Liaison:** J. Cramer reported that CSWEA – WI Section held its May Board meeting on May 24, 2017 at the Intercontinental Riverfront Hotel in St. Paul, MN during the CSWEA Annual Meeting. Cramer reported that there was lot activity with the Young Professionals group and was growing. All the sections reported on their various areas. J. Cramer also reported on CSWEA’s upcoming events through October 2017.
 - p. **Web-Site:** J. Bratz reported that registration of the vendors at the Annual Conference continues with few complications. Conference registration has opened for attendees, the special events and pre-conference workshops. He reported that there haven’t been many issues with this conference registrations.
 - q. **Technical Program:** J. Simpson reported that all details for the conference are under control and finalized. He met with K. Harter several times to go over the technical presentations and conference details. Simpson also advised that he has received all but one of the technical presenter’s bios and abstract. The Keynote Speaker and Comedian for the Thursday night’s entertainment have been signed. After the comedian there will be card playing along with give-a-ways. Simpson will meet K. Harter in Baraboo on Sunday of the conference to pick up the conference equipment and deliver it to the Marriott. S. Thieszen added that the Tips and Tricks session would be going out to the membership asking for their input and participation in this year’s session. Thieszen will work with K. Harter to get something up on the website along with putting it in the E-Newsletters to the membership. Thieszen will submit something to the September Conference Clarifier as well.
 - r. **Exhibitor Committee and M&C:** T. Mulcahy/C. Strackbein T. Mulcahy reported that we have 122 paid exhibitors. Effort is being made to contact the 2016 exhibitors to get them to

sign up for the 2017 Conference. Regarding the 2018 Conference at the Grand Geneva in Lake Geneva, the M & C Committee is asking for a price increase to the exhibitor fee. They are proposing to raise the early bird registration cost to \$470 (Sponsor fee of \$140 and an exhibitor fee of \$330). The late exhibitor fee would be \$670 (Sponsor fee of \$140 and an exhibitor fee of \$530). The Sponsorship Fee for those companies not exhibiting but still attending would also increase to the \$140 per firm. Mulcahy asked that the Board of Directors approve this cost so the 2018 Exhibitor Display Applications could be printed in time for the 2017 Conference. Motion to accept the increase was made by J. Bratz, seconded by J. Smudde. Motion carried.

- s. **Operators Competition:** R. Mealy advised that judges are in place. The lab event is almost complete. NCL has offered to supply whatever is needed for the Lab event. Mealy is also stated that he has a list of equipment for the Collections and Materials events and he is finalizing the commitments for all donations/loans. As for teams, Mealy advised that he heard Lake Michigan district had two teams, a team from NWTC, and was working with Kathy Bates at MATC for a possible team. Competition was ready, just waiting on getting 3 teams for the competition.

- t. **Local Arrangements:** J. Johnson reported that this year's plant tour at the Cross Plains facility is a go. There will be a bus taking people to the tour. There is very limited parking at the Cross Plains facility so everyone wanting to tour the facility will have to sign up for the bus.

- u. **Golf Outing:** R. Herwig/No report

- v. **Sporting Clays:** J. Smudde reported that he along with Jim Thalke are coordination the 2017 sporting clays shoot for October 17, 2017. Bucky Walters and Jim Thalke visited the course and shot a practice round in early May. Arrangements were made to host this year's event there after the shot. They are working on getting gun donations for prizes. Registration fee will be \$50 per shooter. Registration is limited to the first 80 shooters.

- w. **Bicycle Outing:** T. Crouse/No Report

- x. **Permanent Arrangements:** K. Freber reported that he, K. Harter and T. Mulcahy reviewed the 2021 conference contract for La Crosse. He advised that they all agreed that contracts from the Radisson and the La Crosse Center as presented were ready for Board approval. There was a decrease in some of the housing on some of the nights to better reflect the future event. It was also decided that carpeting would be added to the entire exhibitor floor. Motion to approve was made by J. Bratz, seconded by R. Mealy. Motion to except the contract for the 2021 Conference in La Crosse was approved.

- y. **Resolutions and Bylaws:** D. Falkner No Report

- z. **Historical:** T. Crouse/L. Lutz L. Lutz reported that the historical boards will be put up on Monday of the conference. They will consist of the regional events, nominations for the Board of Directors and highlights from 2016 along with other items from past events. T. Crouse asked the Board if there was a way to have each of the Regions to prepare their own

module for the Historical Boards. Crouse will take care of last year's awards and recipients for the display.

aa. **Others - No Report**

A motion was made by J. Simpson and second by L. Lutz to accept the Committee Reports as presented. Motion Carried.

7. **OLD BUSINESS:**

- a. **WWOA Proposed Name Change Discussion**
 - i. **Membership Feedback**

S. Thieszen advised that she had heard from members regarding her articles in the Clarifier regarding her proposal to change the name of the WWOA. There were members that were not happy with the proposal and that the BOD had added a new tag line to the website (Wisconsin Resource Recovery Specialists). After some discussion the BOD decided that the tag will be removed from the website and the original Wisconsin Wastewater Operators' Association will be put back onto the website. Other Board members advised that they had heard from members as well. Some were very upset and others just confused as to what was being proposed. The Board discussed doing a survey of the membership, what need to happen to change the name, how to advise the membership and when a vote could be taken. After a lot of discussion concerning why a name change was in order, the cost of doing this and exactly what the benefits of a new name would be, the Board decided to table the survey to sometime in the future once it was determined exactly why the name should be changed and what the new name should be. The Board also decided that no notices of a vote to change the name would take place at the 2017 Annual Business Meeting on October 19th. The majority of the Board of Directors stated that they were not in favor of a name change now.

8. **NEW BUSINESS:**

- a. **Minnesota Wastewater Operators' Association Annual Conference**
 - i. **Update/Summary of Conference – J. Bratz & K. Harter**

J. Bratz and K. Harter attended this year's MWOA Annual Conference in Grand Rapids, MN the end of July. They reported that the conference was small in comparison to the WWOA Conference. Bratz stated that it reminded him of a WWOA Regional meeting in size. Harter advised that it was interesting to see how regulations in MN really differed from those in Wisconsin. She stated it is always to good to see how others do conferences and their content. And, meeting new people is always a good thing. The MWOA's President, Kay Curtin and their Secretary/Treasurer, Jim Miller, will be attending the WWOA Conference in October.

Adjournment Motion to adjourn made by J. Smudde, second by J. Johnson. Meeting adjourned.

October Board of Directors Meeting will be held on, Monday, October 16, 2017 at the Marriot Madison West, Middleton, WI.

