

Wisconsin Wastewater Operators' Association
BOD Meeting – Radisson Hotel, La Crosse, WI
October 10, 2016

1. **CALL TO ORDER, ROLL CALL:** President, L. Lutz called the meeting to order at 10: 25 am on Monday, October 10, 2016. Roll call was taken. All present with the exceptions of K. August and Jeff Simpson.
2. **AGENDA CHANGES AND ADDITIONS AND CORRESPONDENCE:**
Additions to the agenda were the meeting with the La Crosse Center (Mike Farris) to review BOE's and take a walk through the La Crosse Center at 1:30 pm on Monday, October 10, 2016 and with Radisson staff on Tuesday morning, October 11 to review BEOs. K. Harter also asked to add Insurance Policy review to the agenda.
Motion to except the agenda as is made by J. Bratz, Second by K. Zimmer. Motion carried.
3. **APPROVAL OF MINUTES:** Motion to except minutes from the August 18-19, 2016 meeting made by J. Bratz, Second by K. Zimmer. Motion carried
4. **FINANCIALS:** Financials for August - September, 2016 were reviewed. Motion to except financials as is made by K. Zimmer, Second by S. Thiesen.
5. **La Crosse Center Staff Meeting (1:30 pm Monday):** Met with staff of the La Crosse center to review the BEOs. Covered last minute details on the locations and BEO requirements from the La Crosse Center with Mike Farris. We did a complete walk through to review final layout for all functions.

Radisson Hotel Staff Meeting (8:30 am Tuesday): Met with Tami Woods and her staff to review the function meals (Business Lunch, Awards Banquet and Farewell Breakfast). Also, reviewed the A/V requirements for the Farewell Breakfast meeting on Friday, October 14th.

6. COMMITTEE REPORTS

- a. **Nominations:** K. Zimmer reported that as of Friday, September 30, 2016 she had received nomination papers for Vice President/Jeff Simpson and Director positions/Don Lintner, Jim Johnson, Rick Mealy, and Jeremy Cramer. Assuming J. Simpson moves into the VP position, there will be two 2-year terms available and two 1-year terms for the BOD. Kris August will be resigning from the Board of Directors effective prior to the Annual Business meeting on Thursday which opens-up one full year remaining term. The call for nominations will be placed from the floor and if there are any nominations received they will be added by the voters via write in on the ballots. Voting will proceed by ballot and the two candidates receiving the highest number of votes will assume the two 2-year terms and the next two highest vote getters will fill the two 1-year terms. In the event of a tie between the 1 and the 2-year term vote placements, another vote will be held to decide the placement of the term for the candidates.
- b. **Promotional items:** J. Johnson reported that he had 52 polo shirts pre-ordered. He ordered 48 for stock in both various sizes for men and women. Sell price will be \$45/shirt as per the website. The Top Gun Hat was given to J. Smudde for the sporting clays shoot (J. Smudde

- was planning on shooting this year). J. Johnson also ordered 74 t-shirts (in a variety of sizes) in Kelly green and blue with the 50th logo for stock, will sell them for \$13/shirt. The stock of reflective T-shirts will cost \$15/shirt and all left over stock will be priced to get rid of as much as possible. The t-shirts for the Operators' Competition and Judges have been given to J. Bratz. These all have the 50th logo on them as well.
- c. **Membership:** K. Harter/No Report
 - d. **Scholarship:** J. Johnson reported that the scholarship recipients will all be attending the Awards Banquet. They include:
 - Crane Engineering Scholarship: **Brandi Saylor**
 - WWOA Scholarship: **Simon Stevenoski**
 - WWOA Scholarship: **Evan Garski**
 - North Central Labs Scholarship: **Serena Kuczmarksi**
 - e. **Executive Meeting:** L. Lutz/No Report
 - f. **Clarifier:** J. Butt/No Report
 - g. **Career Development:** J. Johnson/No report
 - h. **Awards:** S. Thieszen advised that all the awards had received nominations and all of them will be presented at the Annual Awards Banquet on Thursday evening, October 13th. Randy Herwig ordered the award plaques and Karen Harter, Executive Secretary, prepared the certificates and frames for all the awardees.
 - i. **Operator Training:** D. Linter/J. Smudde advised that WWOA worked with Seventhwave again to offer a training course entitled "Energy Efficiency in Small to Medium WWTF". The seminar was held at the Xcel Energy Center in Eau Claire, WI on September 21st. Class was well attendee with 9 out of the 26 attendees having a DNR certification. Both D. Lintner and K. Harter attended the seminar. WWOA will continue to work with Seventhwave for another seminar in 2017.
 - j. **Directory:** K. Harter reported that there will be a new directory in 2017. Work will start on it after the first of the new year.
 - k. **Publicity:** K. August No Report, however, Jim Johnson volunteered to do the press releases for the 2016 Award winners as he did them last year.
 - l. **Regional Coordinator:** J. Simpson submitted a report (he was not in attendance). Mr. Simpson supplied the agenda for the Annual Regional Officers meeting that will be held on Tuesday, October 11th at 4:00 pm. One piece of NEW Business that J. Simpson wanted to add to the Annual Regional Officers meeting is the raising of the Regional Charter Fee that the regions pay each year. Currently that fee is \$50/year, Mr. Simpson proposes to increase that to \$300/per year. The reasoning behind the increase would be to help cover the increase cost that the State WWOA office has incurred since implementing on-line registration, along with the added work on the website for the regions. After much discussion, the BOD decided that they would present an increase of \$250 for the Regional

- Charter Fee for 2017 and review said cost each year before any new increase would be implemented. This will be reviewed at the Regional Officers meeting on Tuesday. J. Bratz called for a motion to approve the proposed increase, seconded by D. Lintner. Motion carried.
- m. **Government Affairs:** J. Smudde reported that Government Affairs Seminar will be held on Thursday, February 23, 2017 at the Marriott Madison West Convention Center in Middleton, WI. The GSA planning committee meeting will be held on Monday, October 0th at the offices of Stand Associates in Madison to begin planning efforts. The WDNR will take the lead in the 2017 planning efforts. The 2017 GAS planning committee would like to consider Karen Harter to handle registrations instead of CALS. Kevin Freber will be attending the meeting and has asked K. Harter to supply him with her requirements for taking on this endeavor.
 - n. **Biosolids Symposium:** L. Lutz/D. Lintner L. Lutz and D. Linter advised that the Spring Biosolids planning committee met on August 26, 2016 at the Madison Nine Springs WWTP. SBS will be held on Tuesday, March 21, 2017 at the Holiday Inn Convention Center in Stevens Point, W. New this year will be the seating layout as SBS has expanded the meeting space so they are no longer limited to 300 attendees. Also, new this year will be the elimination of paper handouts (due to cost). Good progress was made on the schedule and speaker arrangements. K. Harter was asked if she would work with the SBS again in 2017 and she accepted. The committee voted to increase K. Harter's salary from \$2800 to \$3000 for 2017.
 - o. **Central States Liaison:** J. Smudde – No Report
 - p. **Web-Site:** J. Bratz reported that on-line registration went smoothly with only a few bumps along the way. The activity in the job openings on the website have picked up. J. Bratz also thanked Steve Meifert and Karen Harter for keeping up with the changes and additions to the website.
 - q. **Technical Program:** J. Bratz reported that half of the presentations were sent in to WWOA. The rest will be bringing their presentations with them. This will require the moderators to check that this is done. One presenter backed out, but we were able to fill that slot.
 - r. **Exhibitor Committee and M&C:** T. Mulcahy/C. Strackbein K. Harter advised that we had met the goal of 141 booths.
 - s. **Operators Competition:** J. Bratz/K. Harter advise that we have five teams for the Competition this year. One each from Lake Michigan Region, Southeast Region, and North Central Region, and one each from North Western Technical College and U.W Stevens Point. Sponsors have been very generous again this year and have supplied all the items needed. Judges are prepped and ready to go and John Bond will be in charge of the Competition.
 - t. **Local Arrangements:** M. Johnson/J. Greeno – La Crosse. K. Harter reported that everything is a go for the local arrangements.
 - u. **Golf Outing:** R. Herwig/No Report

- v. **Sporting Clays:** J. Simpson Reported that they have set the Fall Sporting Clays at the Sparta Road & Gun Club for Tuesday, October 11, 2016. There are 40 shooters signed up so far. Sporting Clays will be giving away 2 Benelli shotguns for door prizes and a 22 gun for the Novelty shoot. There are many other prizes as well. J. Simpson advised that they will be cooking their own hand cut steaks on an outdoor grill with baked potatoes, beans and Texas Toast. Special thanks went out to Tom Stebbins of Bright Technologies and Bucky Walters of Brakebush Bros for their HUGE support and help in making this a great event this year.
- w. **Permanent Arrangements:** K. Freber/No Report
- x. **Resolutions and Bylaws:** J. Leonhard No Report
- y. **Historical:** T. Crouse No Report
- z. **50th planning (Ad-hoc):** K. Harter and K. Zimmer reported that everything was a go for the 50th Anniversary Committee stuff. Wade Peterson was bringing all of the items along with everything needed for the conference to La Crosse on Monday, October 10th.

A motion was made by J. Bratz and second by K. Zimmer to accept the Committee Reports as presented. Motion Carried.

7. **OLD BUSINESS:** there was no old business

8. NEW BUSINESS:

- a. **Cyber Insurance:** K. Harter advised that WWOA's insurance company was recommending that WWOA look at and secure a cyber insurance policy. Reason for this insurance is to do with what happens if WWOA is hacked and our information is corrupted. This is particularly important since all the WWOA database is web based and tied to the WWOA website. After discussed it was agreed that this would be a prudent move. A motion was made by S. Thieszen and second by J. Smudde to purchase the cyber insurance for an added layer of protection for the WWOA.

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

April Board of Directors Meeting will be held on, Thursday, April 20th and Friday, April 21st, 2017 at the Madison Marriott West, Middleton, WI.