The Clarifier
WISCONSIN WASTEWATER OPERATORS’ ASSOCIATION, INC.

47th Annual Conference, Stevens Point, WI

48th Annual W.W.O.A. Conference
October 7-10, 2014
KI Convention Center, Green Bay
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The Clarifier is the publication of the Wisconsin Wastewater Operators’ Association and is intended to inform and educate the membership on issues related to the treatment and control of wastewater. The Clarifier is produced five (5) times each year: February, April, June, September, and December. All members are encouraged to contribute to the mission of the Clarifier.

The Wisconsin Wastewater Operators’ Association is a non-profit organization dedicated to educating, informing, and advancing the wastewater profession. WWOA has approximately 2,000 members divided throughout six regions: Southeast, Southern, Lake Michigan, North Central, Northwest, and West Central.
Presidents message: New year, new board, more seminars

Now that the holidays are over I hope everyone had a great time getting together with friends and family. Well the winter season has hit with some teeth this year and we are seeing actual school closings due to extreme temperatures. I hope everyone’s plant is functioning properly in the extreme cold.

The Board Meeting in December was the kick-off meeting for the New Year with the budget and new board member assignments the main topic. The budget got passed and committee reports were accepted.

I see the February and March training calendars are getting filled up so don’t forget to attend your regional meeting.

Also February 27th the Government Affairs seminar is being held at the Marriott Madison West in Middleton and March 18th the Biosolids Symposium in being held at the Holiday Inn Stevens Point. Great job everyone who participated in getting this training out for our members.

Well that’s all I have for you now,

Take Care
Kevin
WWOA President

Lyle Lutz, the 2014 Technical Chair, has been getting things together for the 2014 Conference in Green Bay, October 7-10. Don’t forget to make your hotel reservations. As of today he has 64 presentations submitted for around 38 time slots. Thanks to everyone who submitted a presentation. Lyle has a keynote speaker picked and also has the entertainment selected for after the awards banquet.

Speaking of the awards banquet, how many of you have actually put in the time to nominate one of your peers for an award? Think about the people you work with or know from another facility.

The nomination forms are on the WWOA website and very easy to fill out. Being the awards committee chair last year I got to see firsthand the emotion on the winner’s faces when their peers called their name to come up and accept their award. So please nominate someone today!! Contact Kelly Zimmer if you need assistance.
Wrightstown hosts Lake Michigan WWOA in December 2013

The Lake Michigan District meeting was held at Royal St. Patrick’s in Wrightstown on December 12, 2013.

Wrightstown’s Village Administrator, Steve Johnson welcomed everyone and gave a brief history of Wrightstown.

Bart Sexton of Sand Creek Consultants gave a presentation on hybrid tree plantations on outfalls for the wastewater treatment facility. The introduction of hybrid trees to meet increasing regulation on phosphorus, TMDL and pharmaceuticals on wastewater treatment plant effluents is now an option that has been used.

Mr. Sexton explained why hybrid trees are a good fit to meet wastewater treatment plant effluent requirements. He also addressed the limiting factors and costs associated with hybrid trees.

The WWOA Lake Michigan Business meeting was held after break. Mr. Richard Sachs, WDNR Wastewater Specialist, gave the WDNR update on operator certification continued on page 6

Lake Michigan District Award Winners

Teledyne Isco announces the Model 5800 refrigerated sampler. This sampler is new with features requested by water quality professionals.

A sampling of these features are:

1. Quickly identify program exceptions or alarm conditions with flashing display
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and the proposed schedule of having certification credits being done electronically in 2014. The Lake Michigan District was awarded WWOA District of the year for 2013. The Lake Michigan District Operator of the Year award went to Charlie Fochs, Village of Hilbert.

Mr. Jack Saltes, WDNR, gave a presentation on the CMOM requirements, worksheets, time schedule, and detailed data on how to complete the CMOM report. Mr. Saltes advised the group that this report should not be put off and should be started in the near future to meet the WDNR deadline.

An outstanding ribeye steak lunch buffet followed Mr. Saltes’ presentation.

Aaron Patefield of the Village of Coleman gave a very detailed presentation on the options on the new phosphorus rules. Aaron provided examples of his trials and trivia on addressing the requirements and some do’s and don’ts on the options that the WDNR will work with you on.

Bill Erickson of Applied Technologies gave an overview of the history of Wrightstown’s wastewater treatment plan and described the current plant operation. Everyone was invited to tour the wastewater treatment plant, which was in tip-top shape.

WWOA Lake Michigan District would like to express our sincere thanks to all the vendors and Robert E. Lee &
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Energenecs acquires Kamp Synergy

Energenecs and Kamp Synergy are excited to announce the acquisition and integration of Kamp Synergy’s talents into Energenecs’ control system integration business.

According to Jared Feider, president of Energenecs, “United by a common business culture of providing open architecture SCADA systems to our customers, with this acquisition, we gain exceptional technical depth and expertise that we trust will greatly benefit our control system installations at hundreds of water/wastewater utilities. Kamp Synergy technicians, programmers, and electricians will allow us to provide additional professional control system services.”

Kamp Synergy, headquartered in Milwaukee, Wis., has served the Wisconsin and Illinois SCADA municipal market for more than 40 years. Energenecs, established in 1979 and headquartered in Cedarburg, Wis, for 35 years, is a process and control system integrator for the Wisconsin, Illinois, and Michigan municipal water and wastewater markets.

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Vendor Display

continued from page 6

Associates for sponsoring the continental breakfast and Travis Coenen of Wrightstown for help setting up the meeting with such a short notice.

Submitted by:
Dale Marsh, Secretary/Treasurer

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North Central Steering Committee meeting minutes Dec. 2013

North Central Region Steering Committee Meeting
Mosinee, WI, December 11, 2013

Vanden Heuvel called the meeting to order at 12:15 pm.
2013-14 Officer Assignments  Andy Ott will serve as Vice-President in place of Matt Saloun who retired from the Steering Committee.
Terry Vanden Heuvel – Chairman
Andy Ott – Vice Chairman
Ken Bloom – Treasurer
Rich Boden – Secretary
Katie Gruber and Terry Vanden Heuvel are serving the final year of their terms.

Future Meetings: Rhinelander is hosting the winter meeting. Boden will contact Rhinelander to set the date and find out what assistance they will need for the meeting program. Hosts are needed for the other two regional meetings. Several locations were suggested and communities will be contacted after the meeting.

Future topics include nutrient removal, class A biosolids processes, and operator certification changes.
It was decided not to sponsor the microbiology training session in 2014 due to declining attendance over the past few years. The session may be reconsidered again in the future.

Other possible training sessions were discussed. Ideas include a full day session with Grant Weaver on enhancing biological nutrient removal and a safety theme meeting with equipment displays and demonstrations.

Operator Competition: The Steering Committee recognized and congratulated Vern Williams, Chris Helgestad, and Travis Dulek on their participation in the 2013 competition. Bloom will distribute gifts cards for the competitors as has been done in the past.

Vern is retiring from competition. Chris and Travis are willing to compete again. Jason Schill is also willing to compete. The committee would like to field a second team continued on page 10
continued from page 9

from the region. Members will try to recruit a few more operators to compete.

The committee discussed printing team t-shirts with advertising patches from vendors as a way to generate some revenue. It was decided to purchase hard hats and look into offering sponsors the opportunity to place decals on the hats.

Financial Report: The financial report was reviewed. The region continues to have a large fund balance.

Meetings: The committee discussed continuing to sponsor door prizes and purchasing promotional items for meeting. The practice will be continued in 2014.

Registration for meeting will continue to move toward electronic distribution. Those members without emails will receive a post card notification instead of a full registration by mail.

The meeting was adjourned at 2:00 pm.
Submitted by Rich Boden, NCR Secretary
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Stoughton reduces polymer consumption by 10%

By: Brian Erickson, plant superintendent City of Stoughton, Troy Litherland, IPM Systems (formerly Enpro Technologies), and Bob Lecey, P.E., Energenecs

The Stoughton Utilities wanted to reduce maintenance issues and cost with their existing polymer system. They had previously tested several manufacturers of polymer feed systems with unsatisfactory results. The solids thickening system was reviewed by Brian Erickson, plant superintendent. The existing polymer system was a motorized mixing system installed in 1995 and required constant attention. The City operates the gravity belt thickener to thicken anaerobically digested sludge 1-2 days per week.

Prior to installing the new polymer system, polymer consumption was approximately 30 pounds of neat polymer per ton of dry solids with a thickened cake solids content of 5-6%. The plant’s gravity belt thickener runs at approximately 150 gpm at 1-1.5% solids concentration.

Stoughton Utilities utilizes polymer from 2,300 pound totes. The polymer utilized is Ashland Praestol K144L with approximately 46% active polymer content. Polymer feed rate was 2 gph with a dilution water flow rate of 400 gph resulting in a polymer solution concentration of 0.5% by volume.

After installing the new system, Stoughton Utilities personnel were able to reduce polymer consumption by 10% with improved and consistent thickener performance. The polymer system utilizes a progressing cavity feed pump which provides a homogenous flow of polymer to the belt thickener feed line.

The following is Stoughton Utilities’ solids processing summary: Anaerobically digested sludge with 1-1.5% solids content is pumped to a gravity belt thickener at a flow rate of 150 gpm for thickening. Sludge is thickened 1 day per week, 7 hours per day. Sludge from the gravity belt thickener is stored in a tank until farm fields are ready for application.

Polymer system installation and startup: Stoughton Utilities personnel installed the polymer system themselves employing the plant’s existing utilities. After installation, the operators were trained on operation and maintenance. The polymer system will be integrated into the gravity belt thickener controls as part of a plant upgrade project taking place later this year.

Major improvements with the new polymer system include:

- A non-impinging rotor that pulls polymer through the mixing zone as opposed to pushing it with an impeller. A VFD is supplied to vary the rotor speed to optimize polymer mixing energy.
- No recirculation: All polymer and water introduced into the mixing chamber passes through the high shear mixing zone without recirculation, eliminating the possibility of partially hydrated polymer molecules re-circulating through the high shear zone resulting in fracture of the polymer molecules.
- A check valve spring is located outside of the flow path. This eliminates polymer gumming or clogging around the spring.

Overall, the City of Stoughton has been able to reduce their operating costs and simplify the operation of an important component in their biosolids processing system. One less headache for the City staff.

Picture caption: Troy Litherland, IPM Systems, (formerly Enpro Technologies) and Brian Erickson, City of Stoughton operating polymer unit.

Thickened sludge
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Learn more at trojanuv.com/signa.
Okay, so? Is this really such a big deal? At most treatment plants, nitrification of ammonia occurs, either partially or totally, resulting in the formation of nitrates (NO3) and nitrites (NO2). The recycling of nitrates to the anaerobic selector will interfere with the biological phosphorus removal process just as free oxygen would.

Anoxic zones are provided to denitrify (NO2 + NO3 -> N2) recycle streams. Denitrification is a biological process where bacteria convert nitrate (NO3-) and nitrite (NO2-) to nitrogen gas (N2) under anoxic conditions and a carbon (food) source. Where recycle streams, for example return activated sludge (RAS), contain nitrates, anoxic zones can ensure that nitrates are not returned to the anaerobic selector. Denitrification will also restore alkalinity to your wastewater.

Denitrifying bacteria work best under the following environmental conditions: adequate organic matter (BOD); dissolved oxygen less than 0.2 mg/L; pH between 7.0 and 8.5 and a temperature between 50-85 ºF (10-30 ºC). Therefore, key operational parameters for maintaining good performance of an anoxic selector are:

1. A carbon source (BOD)
2. Good mixing
3. Short detention time (1-2 hrs)
4. ORP reading of -50 to -200 mV
5. Proper pH and temperature

By sampling for nitrates entering and leaving the anoxic selector, you’ll know if the anoxic selector is operating well and doing the job for which it is intended. An anoxic zone will also remove some BOD as well. Nitrates are measured by using either an ion-specific probe or a colorimetric test. Portable test kits are available to measure nitrates for process control purposes. It is important to know if nitrates are entering the anaerobic zone from the anoxic zone. This is important because you know if the bio-P process is to be successful, no nitrates can be present in the anaerobic zone.

In the next installment of In Control, we will take a closer look at the operation and process control of an anaerobic selector in biological phosphorus removal.
We need your help to update the WWOA member directory

Starting Wednesday, January 1, 2014 and running through Monday, September 29, 2014, update your membership information and you will be eligible to win a $50 Visa Gift Card*

We are looking for current email addresses, mailing addresses, DNR Operator Certification Number, Categories listing, etc.

It is important to have updated information in our new email system now in place. Email notices will be going out in a newsletter via Constant Contact.

Having updated mailing address is important so you will receive your copy of the Clarifier and we will not get it back as undeliverable.

Members’ DNR Operator Certification Numbers will be critical as the DNR starts to use a new electronic tracking system for CECs.

Please feel free to contact Karen at the WWOA office if you have any questions. Karen can be reached via email at secretary@wwoa.org or via phone at 608-355-3081.

*NOTE one entry per member.

Drawing for the Visa Gift Card will be held at the 48th Annual Conference in Green Bay.

You do not need to be present to win.

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Xylem has an opening for a field service technician

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The company does business in more than 150 countries through a number of market-leading product brands, and its people bring broad applications expertise with a strong focus on finding local solutions to the world’s most challenging water and wastewater problems. Xylem’s 12,000 employees are unified in a common purpose: creating innovative solutions to meet our world’s water needs.

This is an exciting opportunity to join Xylem and with people who share in the passion and commitment for facing the world’s most critical water challenges head-on… and to solving them.

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You must have a valid driver’s license with good driving record. Must be able to obtain DOT certification. Travel may include some overnight stay. Individual must be able to work independently as well as work as part of a team by assisting other members of the branch office.

Ideal candidate has HS diploma or equivalent plus additional education, specialized training or experience. Individual must have a mechanical aptitude and also be able to read wiring schematics and have a basic understanding of electrical controls and monitoring devices. The ability to program PLCs, VFDs and other electronic components used in the motor controls industries a plus. Requires a functional understanding of pumping systems and the ability to communicate well with customers, Contractors, and Engineers.

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Do you have something to say? Have you solved a unique problem at your plant? Won recognition for a job well done? Hired someone new? Wish to share your opinion on an issue? How about telling us about it in the Clarifier?

Or give me a call and we will figure something out.  
Jon Butt, Clarifier Editor  
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6737 W Washington St., Suite 3440  
Milwaukee, WI  53214  
Jon.butt@symbiontonline.com  
Office: 414-291-8840

The front cover of every issue includes the following statement:

“The Clarifier is the publication of the Wisconsin Wastewater Operator’s Association and is intended to inform and educate the membership on issues related to the treatment and control of wastewater. All members are encouraged to contribute to the mission of the Clarifier.”

Submitting an article can be as easy as mailing a letter or sending an email. Perhaps you are not a typist or do not have access to a computer? No problem, just write your thoughts down on a piece of paper and we will do the rest.
A new era tracking continuing education credits
by Lisa Bushby, Operator Certification Coordinator,
Wisconsin DNR

The DNR Operator Certification Program, along with help from members of our Lean Six Sigma Team, has been busy over the past year implementing improvements to the training approval and continuing education credit tracking system. As the saying goes, “Just because something has been done one way forever, doesn’t mean it is the best way.” It is the DNRS’s priority to improve program efficiency and to provide excellent customer service.

Lean Six Sigma is a step-by-step method of looking at a current process, using data and statistics, and finding a way to make that process more efficient. The Lean Six Sigma Team, consisting of 7 DNR staff members as well as representatives from 2 operator organizations, collected information about the current process for training approval and tracking continuing education credits.

They also surveyed operators and trainers to get feedback on their satisfaction with the current process. Of the operators surveyed, 73% were in favor of eliminating paper credit slips.

The team looked at other operator certification programs across the U.S. and other organizations within our state to see how they handle credit tracking. Based on the information collected, the team found an overwhelming need to improve our outdated process and make the program run more efficiently. It was determined that electronic credit tracking would be the best approach.

Several phases of this project have been implemented over the last year such as the new Operator Certification Lookup webpage and updated training calendar. DNR has received very positive feedback regarding these new tools and have heard from operators, trainers, and the general public that they have been useful.

On January 1st, 2014, the final phase of the project was implemented: electronic tracking of credits. From this date forward, DNR will no longer be issuing paper continuing education credit slips. In place of credit slips, the training providers will submit attendance rosters directly to the DNR.

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How will this work? When an operator registers for and attends a training session, the operator will need to provide their operator certification number to the training provider.

As a courtesy to operators, a certification card is available to print off of the Operator Certification Lookup Website so that operators may carry that with them to training events. When an operator attends training, in place of picking up a credit slip at the end of the day, the operator will be asked to check-out.

The training provider will record the operator’s attendance and submit to the DNR an attendance roster. DNR will upload that roster into their database and will perform several quality assurance checks for accuracy. Then operators will be able to view their training history on the Operator Certification Lookup Webpage and know exactly how many more credits they need to renew their certification.

Courtesy renewal reminder letters will continue to be sent out, however, throughout an operator's certification period, they can view their hours accumulated on their Training History Report. DNR's goal with this new process is to improve its customer service to both trainers and operators, increase program efficiency, and eliminate paper waste.

Every active operator was sent an email or letter at the end of December with details on this new process.

For more information, please visit the operator certification website at http://dnr.wi.gov/regulations/opcert.

The DNR welcomes any comments, questions, and feedback. The Operator Certification Program may be reached at DNROpCert@Wisconsin.gov.

Clarifier deadlines for 2014

April 2014 deadline is March 14
June 2014 deadline is May 16
September 2014 deadline is August 15
December 2014 deadline is November 14

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Register for 32nd spring biosolids symposium, March 18
sponsored by WWOA, CSWEA, and Wisconsin Dept. of Natural Resources – Contributing Organization

General Information
For more information contact:
Rich Boden at 715-345-5259
Pre-registration deadline - March 7, 2014

Enrollment is limited to 300! Onsite registration may be limited. Pre-registration is strongly encouraged! Pre-registration fee covers program materials, breaks, and lunch. Lodging is not included.

Cancellations/Refunds: Contact CALS Conference Services at 608-263-1672, no later than March 10, 2014. No refunds will be given after this date.

Location: Holiday Inn Hotel, Convention Center & Water Park, 1001 Amber Avenue, Stevens Point, WI 54481 715-344-0200.

Lodging: A block of rooms will be held at the Holiday Inn until Feb. 19, 2014.

Make your reservations directly at 715-344-0200, or http://www.holidayinn.com/stevenspointwi. Use Group Block Code: WWW.

Parking: Ample free parking is available at the Holiday Inn Hotel Convention Ctr.

Credits: 6 CECs for wastewater; 5 CECs for general septage; 1 CEC septage compliance.

Why Should You Attend?
The Symposium provides information on current issues related to biosolids and septage management, enabling municipal officials, plant operators, contractors, and consultants to respond proactively to new challenges.

The Symposium has a tradition of providing a forum for discussion and information exchange by assembling speakers who are recognized experts in their respective fields.

Registration form on page 23

Symposium Agenda
7:15 am Registration Opens
8:00 am Welcome – Jay Kemp
8:05 am Life, Nutrients and Soil: Understanding Phosphorus – Laura Good
8:35 am Specific Crop Needs for Phosphorus – Paul Sturgis
9:10 am Managing Phosphorus at CAFOs – Andrew Craig
9:30 am Farm Digesters and Phosphorus Management – Becky Larson
9:50 am Biosolids and P Impacts – Fred Hegeman
10:05 am Break
10:25 am Morning Panel Discussion
10:45 am Adaptive Management Pilot Project – Kathy Lake and Jeff Endres
11:45 pm Lunch
12:30 pm Struvite Harvesting – Alan Grooms
1:00 pm Site Approvals – Steve Warner
1:20 pm Septage Economics – Tom Fitzwilliams
2:00 pm Break
2:15 pm National Perspectives – Greg Kester
3:00 pm WI DNR Update – Fred Hegeman
3:30 pm Adjourn/Closing Remarks – Rich Boden

Program Committee
Rich Boden – Plover WW Utility; Fred Hegeman – WI DNR/Madison; Alan Kaddatz – PATS Services, Inc.; Jay Kemp – Cornerstone Environmental Group; Lyle Lutz – Plover WW Utility; Bill Marten – Donohue & Associates; Mike Northhouse – Madison MSD; Paul Schlecht – Milwaukee MSD; Brian Kreski – City of Appleton

Symposium Participants
Dr. Laura Good – UW Madison
Paul Sturgis - Croptech Agronomics LLC
Andrew Craig – WI DNR
Dr. Rebecca Larson – UW Madison
Fred Hegeman – WI DNR
Kathy Lake – Madison MSD
Jeff Endres – Yahara Pride
Steve Warner – WI DNR
Alan Grooms – Madison MSD
Tom Fitzwilliams – MSA
Greg Kester – Cal. Assn. of Sewerage Agencies
Registration Form
Spring Biosolids Symposium
Tuesday, March 18, 2014

Pre-registration deadline is March 7, 2014
Complete a separate registration form for each participant OR register online at:
www.cals.wisc.edu/ccs/CurrentPrograms

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Title
Affiliation
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_____ $65 Pre-registration
_____ $85 On-site Registration
(After March 7, 2014)
_____ $15 Student Registration

Total Amount Enclosed $__________

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Check enclosed (pre-payment required).

Or charge on the following account:
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Card Number ____________________________________________

Name on Card __________________________________________

Signature ____________________________________________

Mail to: CALS Conference Services, 640 Babcock Drive, Madison, WI 53706. Fax: 608-262-5088. For registration questions, please call 608-263-1672.
WWOA Board of Directors meeting minutes Oct. 21, 2013

Monday, October 21, 2013
Holiday Inn and Convention Center, Stevens Point, WI

1. CALL TO ORDER, ROLL CALL – President, W. Peterson called the meeting to order at 10:13 am on October 21, 2013 at the Holiday Inn and Convention Center in Stevens Point, Wisconsin. Roll call was taken. All board members present.

2. ADD NEW BUSINESS
   a. Audit
   b. Webfitters/Email Addresses

3. APPROVAL OF MINUTES of August 20, 2013. 5.b list of directors needed to fix Jeff Smuddy name to Smudde. Also fix Bernie Hengels name. After review, K. Freber made a motion to approve minutes as presented. Jeff Bratz seconded the motion. Motion carried.

4. FINANCIAL REPORT – Financials were tabled until later in the day, need to reprint them. Discussion was centered on phone bills, how does $0.0 show up in bills, and general discussion as to where certain charges for president travel should be put into QBs.

Wade advised that all of his questions were something that we should all be looking at when the BOD gets together for the 2014 Budget. Since this is the first year that everything has been put into QuickBooks, we may need to add or delete catagories. After discussion J. Bratz made a motion to approve as presented; R. Thater second the motion. Motion carried.

5. COMMITTEE REPORTS
   a. Publicity – J. Simpson reported that he attended the regional meeting for LM/SE. Sent out two announcements on the WWOA Conference, necessary paperwork in for the awards and Tom Crouse is going to take the photos on Thursday night.
   b. Regional Coordinator – S. Thieszen advised that the Regional meeting is at 4:30pm on Tuesday. Added Website to the agenda so regionals can update their websites if they want.
   c. Government Affairs – K. Freber advised they had a meeting while Kevin was on vacation. He is waiting on getting information from Bernie Robertson and will send the BOD all of the information he receives.
   d. Bio-Solids - Lyle is trying to figure out the date of the March Bio-Solids. Waiting on the first meeting. Still looking at having CALS do all of the reservations.
   e. Central States – S. Thiezen working with WWOA and Central States for Career development. Annual business meeting is on Wednesday, November 20th along with the Water Shed Management webinar.
   f. Operators Competition – J. Bratz advised that we now have 5 teams, along with a team from Stevens Point (that we let in for no charge). All of the paperwork has been submitted. Everything is all set and ready to go.
   g. Exhibit Committee – No Report Wade has floor plan and reported that we are full. Had exhibitors scrambling to get spaces because they waited too long.
   h. Local Arrangements/Guest – J. Cramer came in earlier in the morning to pick up some last minute monies for the Guest Program going on this week. Kevin Freber asked who handled the local arrangements in Green Bay the last time. Kevin thought it was Bruce Bartel and his wife but no one could say for certain. Kevin will start with Bruce.
   i. Golf – Wade reported that he had more golfers than last year. Randy had all of his signage completed. He had enough hole sponsors for this year. He wasn’t certain if he enough funds yet. Will know by Wednesday. Wade also stated that Randy wasn’t aware of the fact that when someone paid via PayPal, we don’t get the full amount. PayPal takes out their fee first and then we get what is left. In the past Richard would have given the full amount to the committee and then WWOA would take the charge out.
   j. Sporting Clays – Did really well this year. Had more sponsorships this year and a lot of shooters as well.

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k. Permanente Arrangements – D. Neis is still working on getting us report. They did go to the Grand Geneva Resort for a review for 2018. Great site, everyone can stay on the grounds.

Only issue is the exhibits and how it would be set up. The committee thought it was a great facility but it will all depend on what Tom Mulcahy says in regards to the Exhibitors. Planning on reviewing the Grand Geneva again with Tom Mulcahy and Dale Neis sometime after the conference.

We are still waiting on the WEFTEC dates. In regards to WWOA going to the Grand Geneva Resort we need to schedule our conference the last week of October as the rest of the month is already booked. This does save WWOA money as it will put us into the Winter Rates. In a holding pattern until we go back down with Tom Mulcahy.

l. Resolutions/Bylaws – No Report. Will be presenting the new Life Members bylaws on Thursday. There will be two votes. First vote on the change in the Clarifier. If that passes, then we vote on the actual Amendment. Discussion revolved around how the new Life Member bylaws change will take place on Thursday.

m. Historical – No Report except that the committee met to review what needed to be on the boards this year for the historical display. We did the best we could with what Tom Crouse could get ahold of. We also discussed moving all of the historical stuff to the storage unit in Baraboo from Green Bay so it was all in one place. Also want to look at a different way to display the information so it wasn’t so cumbersome and a lot easier to work with.

n. Technical Program – K. Zimmer reported that the BEO is done, Abstracts are completed, CECs will be offered on pink slips again. Moderator packets are completed. Becker Hoppe will be doing the tabulation of Technical Session critiques again. Dale Neis is bringing the banners. Will be playing cards, have poker chips and money. Will be having

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cash, WWOA beer and WWOA root beer at the Entertainment Night. Gil Hantszch is the closing speaker. Kelly was praised for her great job on the Technical Program.

o. Website – J.Bratz reported that everything has been going good. There have been a couple of hick-ups but so far so good. Have a list for changes for next year for Webfitters to work on.

Everyone stated that they have heard nothing but good comments on the changes to the registration and the conference site. Only question was to register online with a check. Can only pay by credit card online but need to have a way to print the form out so they can pay by check. Will add this to the list for Webfitters.

p. General Meeting – Wade handed out the slides for his presentation at the General Meeting for the Financials. He wanted to review what he had done before Thursday to see if it made sense and he needed to make changes.

6. OLD BUSINESS

7. NEW BUSINESS

a. 2012 Audit – Looked at different firms to work on the audit and find a firm that was close to the Executive Secretary so she could work closely with them. Due to the fact that most of the accounting in 2012 was done in Excel Spreadsheets and part of the accounting was done in QuickBooks, the auditor suggested that we forego the 2012 Audit.

They suggested that we set up QuickBooks up and work an entire year in QuickBooks and then do a full audit of 2013. The new accounting/audit firm is Wenger and Associates out of Madison and Baraboo. We have enough of the Federal Forms to complete to do a cursory audit for 2012. All of the final Federal Forms are now being completed and they will be ready the first week of November. The final form is due on November 15th.

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Motion was made except the recommendation of the new auditing firm to forgo the audit of 2012 and have a full audit for 2013 in 2014. Motion made by J. Bratz, seconded by S. Thieszen. Motion passed.

b. Webfitters – K. Harter reported that Webfitters has decided to change upgrade and change their servers. Because of this, they will no longer be sending out the email notices for the regional meetings. So we will have to change how we send out our notices.

The best solution is to go with Constant Contact for this service. Webfitters has offered to take the mailing list and upload them into CC now. Or we wait and do it in January. Karen’s issue is that there is nothing in the budget nor is there a line item for Constant Contact. So, issue is how do we proceed?

Sharon recommended we do this now because we still have regional meetings in December. And we have been pushing the regional officers to get email addresses for their members. To ensure that everything moves smoothly, we need to set up Constant Contact now and not wait until January. One item that needs to be fixed in the database is to have the email on the reports.

K. Freber moves to take the money out of the audit to set up Constant Contact and have Webfitters upload the content to Constant Contact. L. Lutz second the motion. Motion carried.

8. ADJOURNMENT
There being no further business, K. Freber made a motion to adjourn. J. Bratz seconded the motion. Motion carried. Meeting adjourned at 3:30 p.m. on Monday, October 21, 2013.

9. DECEMBER MEETING
Per K. Freber, please look at December 12 & 13, 2013 in Green Bay. Karen will advise as to availability of dates with the Hyatt in Green Bay.
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1PM sharp   Shotgun Start
Wild Wings Sportsman’s Club, N865 Hwy W, Campbellsport

Cost: $40 members, manufacturers, engineers, suppliers, etc. Includes: 13 station/50 target shoot, (bring your own shells or purchase at Wild Wings. Lunch, brats and burgers, soda will be served at Noon. Cash bar AFTER shoot!

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City _____________________________ State _____ Zip ______________

Name: ___________________________________________ Address: __________________________________________
City _____________________________ State _____ Zip ______________

QTY _____ x $40 = $__________                 TOTAL CHECK AMT:  $_______________

Payment must be received no later than April 1, 2014. Committee will assign stations but if you must shoot with others please advise. Please RSVP early as we are limited to 80 participants. No refunds after April 1, 2014 unless course is closed by decision of Club.

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