

**IOWA WATER ENVIRONMENT ASSOCIATION**  
**EXECUTIVE COMMITTEE MEETING**  
*September 11, 2015*

The minutes of the Iowa Water Environment Association Executive Committee Meeting, held at the Ames WPC Plant on September 11, 2015.

**ITEM I: CALL TO ORDER**

The meeting was called to order by President Laurie Twitchell, at 10:06 AM, with the following other Executive Committee members present: Jonathan Brown, Jim McElvogue, Darin Jacobs, Kam Reeves, Tim Snyder, Rick Graves, Jay Brady, Alison Manz, John Ringelestein, Eric Evans, and Paul Horsfall. Also present were: Ted Payseur, Mark McGuire, Marci Whitaker, Bob Ranson, and Patrick Brown.

**ITEM II: APPROVAL OF AGENDA**

John Ringelestein suggested the addition of two agenda items, Membership Dues and Correspondence from David Young. It was moved by John Ringelestein, and seconded by Jonathan Brown, to approve the agenda as amended. Motion carried.

**ITEM III: APPROVAL OF MINUTES**

It was moved by John Ringelestein, and seconded by Darin Jacobs, to approve the minutes of June 4, 2015. Motion carried.

**ITEM IV: OFFICERS' REPORTS**

**A. Treasurer's Report**

The Treasurer distributed a report with balances as of December 31, 2014 and September 11, 2015. Most of the accounts are up by interest only. The Newsletter account is up somewhat due to advertising receipts. The Operations account is up somewhat due to the Operators Conference. Assets are up \$11,273.14 with some money still due to IA-AWWA to settle up Short Course revenues. This is to be discussed later in the meeting. It was moved by John Ringelestein, and seconded by Darin Jacobs, to accept the report as presented. Motion carried. A brief discussion was held about membership dues but the general consensus was that no changes be made at this time.

**B. Secretary's Report**

The Secretary reported that initial estimates of the net profit from the inaugural Operators Conference looked to be very satisfying. Registration exceeded expectations and costs at the venue were very reasonable. This should allow us to keep registration fees stable or possibly even lower them a bit for future conferences. Numerous requests were received from vendors wishing to exhibit at this conference. Eric Evans, Education Committee Chair, reported that we have already identified an individual to assist with organizing an exhibit show at next year's conference. The Secretary informed the Board that we should consider half of the proceeds from the Operators Conference as Collection Systems Conference income. The Operators Conference was about half treatment attendees and half collection systems attendees. The Collection Systems Committee has spent years building up specialized training in this area and targeting a specific audience. The success of the Operators Conference is due in large part to the past efforts of the Collection Systems Committee and they deserve to receive due credit for their support of this valuable training.

**C. Delegates' Report**

Tim Snyder related several items that WEF is working on right now or has recently completed. A moderate dues increase is in the works and this will be a series of smaller increases over several years. WEF has updated many of their internal policies and MA's are urged to adopt similar rules where applicable. WEF has also established a new position entitled Past Speaker of the House. The purpose is to provide continuity to the House leadership. WEF has also issued a guidebook for MA's to assist them with many issues that crop up from time to time. WEF is also working on updating their Strategic Plan.

Jay Brady mentioned that WEF is kicking off their new publicity campaign – The Value of Water.

#### **D. Regional Directors**

**Region 1:** Paul Horsfall reported that the Region 1 meeting will be held October 28<sup>th</sup> at the Delaware County Community Center in Manchester.

**Region 2:** Darin Jacobs reported that the Region 2 fall 2015 meeting will be held on October 8<sup>th</sup> at NIACC in Mason City and will focus on water topics.

**Region 3:** The Region 3 Fall 2015 meeting will be held in Cherokee on October 7th.

**Region 4:** Alison Manz reported that the fall meeting will be held on October 2<sup>nd</sup> in Carson. A special fund raising event will be held for Hank Pangelina at the meeting.

**Region 5:** Rick Graves reported the Region 5 fall meeting will be held on October 28<sup>th</sup> in Newton.

**Region 6:** Jay Brady reported that a planning meeting for the spring 2016 meeting will be scheduled shortly.

#### **E. Correspondence**

1. A letter from Harris Seidel concerning the numbering used to identify annual conferences. There seems to be some question as to what the actual number should be. This matter was referred to the Annual Conference Committee to discuss and make a recommendation.

2. John Ringlestein passed around a letter from David Young congratulating and acknowledging IAWEA for 100 years of wastewater operator training. This recognition was also read into the US Congressional Record.

### **ITEM V: DISCUSSION/ACTION ITEMS**

#### **A. Members Survey**

Laurie Twitchell reminded the Board that this was something that she brought forward at the last meeting. She reported that she will try to come back to the next meeting with a plan of action for this matter.

#### **B. 2016 Annual Conference – Council Bluffs**

Jay Brady reported that the planning for the meeting was coming along. The conference will have two hotel options – Springhill Suites and Country Inn & Suites.

#### **C. Annual Conference Future Sites Discussion**

Jay Brady stated that he is working on a request for proposals from eastern Iowa communities to host the 2017 conference. This follows the 2015 conference in Ames and the 2016 in Council Bluffs so eastern Iowa would be the logical next choice.

#### **D. Proposed Raise of Reserve Requirement to 30%**

John Ringlestein reported that an increase was recommended by the Financial Review Committee and that 30% would be a good first step. It was moved by Jim McElvogue, and seconded by Tim Snyder, to raise the reserve requirement to 30%. Motion carried.

#### **E. Short Course Update – Proposed Settlement of Past Conferences**

Laurie Twitchell reported that she and Kam Reeves had attended the last IA-AWWA Board meeting. Two alternatives were presented to them to settle the financials for all past conferences. The IA-AWWA Board decided that they would choose to accept an additional payment of \$2,941.72 and consider all past Short Courses' financials to be settled. It was moved by Jay Brady, and seconded by Kam Reeves, to pay IA-AWWA \$2,941.72 to settle all past Short Course financials subject to being provided a copy of the minutes of the IA-AWWA Board meeting approving of this settlement and a letter signed by the IA-AWWA Chair absolving IAWEA of any further claim from all previous Short Courses. Motion carried.

#### **F. Future Training Discussion**

After some discussion the general consensus was that with the addition of the Operators Conference no other training was anticipated at this time.

#### **G. Joint YP Committee Expenses Proposal**

Patrick Brown reported that the YP members from IAWEA and IA-AWWA have been meeting together for a number of years. The IA-AWWA Board recently authorized its YP Committee to share the costs of these meetings up to a maximum of \$500 per year with IAWEA. A motion was made by Kam Reeves, and seconded by Alison Manz, to share costs for joint YP meetings with IA-AWWA. Motion carried.

#### **H. Other**

Kam Reeves mentioned that he still had 100-year anniversary of training commemorative coins available for purchase.

John Ringlestein reminded everyone to bring any special budget requests to the next meeting as the 2016 budget would be discussed.

### **ITEM VI: COMMITTEE ACTION/DIRECTION REQUESTS**

#### **Government Affairs**

The 4-state meeting will be held September 23<sup>rd</sup> in Kansas City. EPA's new definition of "Waters of the United States" has become law but several lawsuits have already been filed objecting to it. The Iowa League of Cities is gearing up to address new IDNR permits with concerns about wet weather, storms of record, and disinfection. Some cities with new permits containing nutrient reduction components seem to be surprised that they will be required to address these issues.

#### **Collection Systems**

Mark McGuire reported that the Voluntary Collection Systems Certification renewal period has ended and that about 10% of these licensed operators failed to renew.

#### **Aims & Objectives**

Jim McElvogue reported that he intends to work on a guide for incoming IAWEA officers outlining duties and procedures that have generally been followed. He also will be working on a policy for conference registrant cancellations and a uniform refund policy for IAWEA conferences. Input will be gathered from all of the committees responsible for conference sponsorship – Education, Annual, Biosolids, Collection Systems, and Maintenance. This would also be shared with the regions for their use if they so desire.

#### **Awards**

Alison Manz asked about the procedures for the Operator Advancement Awards as Region 4 IDNR would like to become more involved with recognizing worthy candidates. The Board's consensus was that this would be welcomed enthusiastically as IDNR input for these awards has all but disappeared in the last few years. Alison was referred to the IAWEA Manual of Policies and Procedures posted on the Aims & Objectives website page. Other regions are also encouraged to take a more active role in these nominations. The WEF Quarter Century Operator Club was also discussed with and a suggestion was made to encourage another round of applications be submitted.

#### **Education**

Eric Evans passed along the news that DMACC would be looking for a new W/WW coordinator/instructor as Mark Simms has accepted a position at Sioux City.

#### **Exhibitors**

Jon Harger stated that for the first time he received no complaints from the vendors at the recent Annual Conference concerning booth locations.

#### **Historian**

John Ringlestein sought direction from the Board concerning maintaining past membership records from WEF. It was suggested that John assemble a membership list from one certain month of each year and then clear out the old

paper records.

**Maintenance**

Bob Ranson reported that the committee will start planning for their conference in the next few weeks.

**Membership**

Kam Reeves reported that he will be holding a conference call for a meeting of the committee and that all Regional Directors would be invited to participate.

**Newsletter**

Marci Whitaker reported that it looked like all future issues of the newsletter would run at least 28 pages due to increased advertising. The next issue is expected in October. Marci wants the committee to review advertising rates as we seem to be somewhat lower than other industry newsletters.

**Website**

Jim McElvogue reported that presentations from the Annual Conference have been posted on the website in the Members Only section. We are in the process of gathering presentations from the Operators Conference and those will be added as well.

**Shrimp Bingo**

Kam Reeves reported record attendance at this year's event but financial details are not known as yet.

**ITEM VII: ADJOURNMENT**

President Twitchell declared the meeting adjourned at 12:26 PM.

Respectfully submitted,

Jim McElvogue, Secretary