

IOWA WATER ENVIRONMENT ASSOCIATION
EXECUTIVE COMMITTEE MEETING
January 13, 2017

The minutes of the Iowa Water Environment Association Executive Committee Meeting, held at the Ames WPC Facility, Ames, Iowa on January 13, 2017.

ITEM I: CALL TO ORDER

The meeting was called to order by President Kam Reeves, at 10:05 AM, with the following Executive Committee members present: Kam Reeves, Jonathan Brown, Paul Horsfall, Darin Jacobs, Laurie Twitchell, John Ringelestein, Eric Evans, Rick Graves, Chuck Pietscher, and Jim McElvogue. Also present were: Matt Wildman, Bob Ranson, Keith Hobson, Steve Moehlmann, and Ari Herrera.

ITEM II: APPROVAL OF AGENDA

It was moved by Jonathan Brown, and seconded by John Ringelestein, to approve the agenda with the addition of the Annual Conference. Motion carried.

ITEM III: APPROVAL OF MINUTES

It was moved by Darin Jacobs, and seconded by Rick Graves, to approve the minutes of November 18, 2016 as printed. Motion carried.

ITEM IV: OFFICERS' REPORTS

A. Treasurer's Report

The Treasurer distributed a report with balances as of December 31, 2015 and December 31, 2016. The Operations Account is up \$21,243.02. Net results for the specialty conferences as of today are Maintenance \$2,526.93, Collection Systems \$10,490.65, Biosolids \$4,189.20 and Fall Operators Conference \$9,126.73. Annual meeting income was \$4,425.45. It was moved by Jonathan Brown, and seconded by Chuck Pietscher, to approve the financial report as presented. Motion carried.

B. Secretary's Report

Nothing to report.

C. Delegates' Report

Jonathan Brown reported that he had received a questionnaire from WEF looking for information about our annual conference so their representative can coordinate his attendance. He reported that he would get the information back to WEF. The WEF rep this year will be the immediate past president, Paul Bowen. His bio includes information on presentations he could make at our conference. Jim McElvogue volunteered to get that information to Laurie Twitchell, our Program Chair.

D. Regional Directors

Region 1: Paul Horsfall reported that the Region 1 meeting will be held at the Delaware County fairgrounds on October 25th.

Region 2: Darin Jacobs reported that the spring 2017 meeting will be held April 13th at NIACC and will focus on wastewater topics.

Region 3: No report.

Region 4: Alison Manz emailed a report stating that their spring meeting will be held in Atlantic on Friday, April 7th.

Region 5: Rick Graves reported that their spring meeting will be held on March 29th at the Rural Water Building in

Newton.

Region 6: Chuck Pietscher reported that their spring meeting will be held on May 10th in Iowa City.

E. Correspondence

None.

ITEM V: DISCUSSION/ACTION ITEMS

A. DMACC Water Environment Technology Student Club

Copies of the draft Constitution and Bylaws of the club were distributed. In order for WEF to recognize DMACC as a WEF Student Chapter the sponsoring MA must approve their C&B and relay this to WEF. It was moved by Darin Jacobs, and seconded by Rick Graves, to approve the C&B and submit such to WEF. Motion carried.

B. WEFMAX 2017

Jonathan Brown indicated that he would be attending the WEFMAX in Cincinnati. Other officers approved to attend should consult with each other so that a variety of locations are attended so as to maximize other MA's input. The Collection Systems Committee had requested approval to send Dave Haugen, their conference chair, to the WEFMAX in Cincinnati as well. It was moved by Jonathan Brown, and seconded by Eric Evans, to approve Dave Haugen's attendance at this meeting. There was a general discussion about sending other people to these meetings as substitutes for those already authorized in the IAWEA Manual of Policies and Practices but not attending. The A&O Committee was instructed to propose some language to be added to the manual establishing an application process for all committees to propose sending representatives subject to budget limitations and designated officers having first rights to funding.

C. WEFTEC Attendance Policy

It was noted that the policy approving certain officers to attend WEFMAX had been expanded several years ago. There was general consensus that sending the President-Elect to WEFTEC could better prepare that person for their leadership role as President. It was moved by John Ringlestein, and seconded by Kam Reeves, to approve sending the President-Elect to WEFTEC in addition to those officers already specified in the Manual of Policies and Practices. Motion carried. The A&O Committee was instructed to propose some language to be added to the manual to record this change.

D. 2017 Budget

John Ringlestein once again distributed copies of the proposed budget. Several minor changes were made including adding the DMACC student chapter to receive support funds. It was moved by Chuck Pietscher, and seconded by Jonathan Brown, to approve the 2017 budget with the latest revisions as recorded by the Treasurer. Motion carried.

E. Annual Conference Site Selection Process

The selection process for the site of the Annual Conference was discussed. Jim McElvogue related some of the history behind how site selection was done in the past and that it evolved into a four city rotation in order to try to increase attendance. One of the effects of this predetermined rotation schedule has been a reduced involvement by local volunteers who are so important to the success and operation of the conference. The four city rotation has not noticeably increased attendance at the conference. The general consensus was that we may want to return to the old site selection process where local volunteers negotiated with their local venues to obtain favorable pricing and then presented proposals to the Exec Board to decide future locations. John Ringlestein will bring the procedures and/or forms previously used to the next board meeting for further discussion.

F. League of Cities Email Blast

Kam Reeves informed the board of a mass email that was sent out to all Iowa municipalities using the League's member list. The message concerned the recent changes in process testing explaining that while the information needn't be submitted to IDNR the testing and recordkeeping still needed to continue.

G. Iowa Rural Water Annual Conference

Kam Reeves inquired if the board wanted to again accept the free booth provided by IRWA at their conference. (IAWEA has returned the favor to IRWA at our Annual Conferences.) The consensus was that we should again staff a booth at their conference and Kam would make the arrangements.

H. At-Large WEF Delegate Report

Keith Hobson reported that the House of Delegates steering committee was working on several issues. One is a push to encourage MA's to adopt a strategic plan to set goals and plan for the future. WEF is also asking MA's about memberships they authorize outside of WEF's categories. WEF is trying to understand the reasons behind those programs and to see if they can possibly restructure their categories to try to include more of these people. WEF has also rolled out a new website recently so everyone is encouraged to take a look. WEF is encouraging everyone to enroll in their Water Advocacy program. Enrollees will receive training on how to educate the public, especially legislators and other politicians, on the value of water and the steps needed to protect it. The WEF Operator Initiative is still being vigorously promoted. This program is geared toward operator training, recruitment, and retention. (This report actually occurred under the committee reports but is included here in order to keep those reports intact.)

ITEM VI: COMMITTEE ACTION/DIRECTION REQUESTS

A. Aims and Objectives

The committee has several directives from this meeting and will submit proposed language to the Exec Board at the next meeting.

B. Annual Meeting

- i. A call for abstracts has been issued. Laurie Twitchell reported that a meeting will be held in January to begin working on the program.
- ii. No local arrangements report.

C. Awards

Nothing further to report from ad hoc committee.

D. Biosolids

The Biosolids Conference will be held at DMACC on March 15th. EPA has mandated that an online system be used to submit annual reports.

E. Collection Systems

The Collection Systems Conference will be held on March 1-3, 2017.

F. Education

A planning meeting for the Operators Conference will be held in February.

G. Exhibitors

Nothing to report.

H. Financial Review

Nothing to report until next year.

The meeting recessed briefly at 11:51 AM for lunch. The meeting resumed at 12:14 PM.

I. Government Affairs

Eric Evans reported on a pre-legislative meeting held with IDNR. IDNR has issued a draft wet weather policy for comment. The IAWEA ad hoc Wet Weather Committee needs to get together to discuss this. John Tack has offered to attend IAWEA board meetings if so desired. The current design standards are several years old and IDNR encourages interested parties to submit recommended changes to allow new technology and/or treatment regimes. For example the Nutrient Reduction Strategy calls for that treatment but design standards are lacking.

J. Historian

The Historian reported that he continues to try to organize records to start the new history book.

K. Industrial Pretreatment

Nothing to report.

L. Laboratory Practices

Nothing to report.

M. Maintenance

Bob Ranson reported that the Maintenance Conference will be held on January 31 and February 1, 2017 and it will be the 20th Annual Conference. A special gift to commemorate this year's conference will be distributed to all attendees.

N. Membership

Kam Reeves reported that the committee is working on a membership drive letter to all communities in Iowa. When the draft is finalized it will be sent out via the League's email service.

O. Newsletter

No report.

P. Nominating

No report.

Q. Operator Certification

Rick Graves reported that the committee has not met recently but a meeting is scheduled for February 24th.

R. Public Relations/Public Education

Laurie Twitchell reported the committee will be meeting in February to get ready for science fair judging and the Children's Water Festival.

S. Research

No report.

T. Safety

No report.

U. Small Communities

Matt Wildman reported that the committee is attempting to set up a series of workshops to educate local officials on treatment methods, IDNR regulations, and financing options. They continue to serve as a Technology Review Subcommittee for various treatment options before submittal to IDNR. Matt also gave a brief update on WEF's Leaders Innovation Forum for Technology (LIFT), another method of expediting new technology. The committee also continues to distribute information at various meetings about how they can help smaller municipalities and the value of IAWEA membership.

V. Water for People

Ari Herrera gave an update on various committee activities and goals. The committee may try to restructure itself with several volunteers undertaking various projects with the chair providing guidance and as the liaison with the national organization.

W. Website

No report.

X. Young Professionals

Darin Jacobs reported that Matt Mahler had recently changed jobs and that his service as chair might be ending.

ITEM VII: CONSENSUS & ASSIGNMENTS

- A. Jonathan Brown will complete the WEF questionnaire outlining details for their representative to attend our Annual Conference. Jim McElvogue will forward the rep's bio to Laurie Twitchell to coordinate the rep's presentation at the conference.
- B. Jim McElvogue will submit DMACC's student chapter's C&B to WEF along with a letter from IAWEA endorsing their formal application.
- C. All officers approved to attend WEFMAX will coordinate what locations they will attend so as to maximize exposure to other MA's.

- D. John Ringlestein will assemble information and forms that were once used to solicit bids to host the Annual Conference. He will bring these to the next board meeting.
- E. Kam Reeves will contact IRWA about reserving a booth at their annual conference.
- F. The Aims & Objectives Committee will propose language to add to the Manual of Policies and Practices about changes as directed by the board.
- G. Laurie Twitchell will schedule a meeting of the Program Committee to discuss the abstracts received for the Annual Conference.
- H. The ad hoc Wet Weather Committee will meet to discuss the draft IDNR policy.
- I. Matt Wildman will send the board a link to the WEF LIFT Affiliate program information.
- J. Darin Jacobs will check with Matt Mahler to determine if he will continue as chair of the YP Committee.

ITEM VIII: ADJOURNMENT

President Reeves declared the meeting adjourned at 12:52 PM.

Respectfully submitted,

Jim McElvogue, IAWEA Secretary