

**IOWA WATER POLLUTION CONTROL ASSOCIATION
ANNUAL BUSINESS MEETING
June 10, 2004**

The minutes of the Iowa Water Pollution Control Association Annual Meeting held on June 10, 2004, at the Davenport River Center in Davenport, Iowa.

ITEM 1: CALL TO ORDER

President Gary Schellhorn called the meeting to order at 3:35 PM. The Secretary-Treasurer declared a quorum to be present.

ITEM 2: APPROVAL OF AGENDA

It was moved by Scott Wienands, and seconded by Steve Gearhart, to approve the agenda as printed. Motion carried.

ITEM 3: APPROVAL OF MINUTES FOR JUNE 19, 2003

It was moved by Bob Main, and seconded by Fred Bayer, to approve the minutes of the June 19, 2003, Business Meeting as printed. Motion carried.

ITEM 4: OFFICERS' REPORTS

1. President's Comments: Gary Schellhorn commented that it is the end of his year as President and it has been a lot of fun. One of the most enjoyable duties was visiting all the regional meetings and meeting people at the local level. He thanked the Association for the opportunity to serve as President. Gary introduced Michael Read, WEF Vice-President.

2. WEF Representative's Comments: Michael Read commented that he appreciated the opportunity to address the group. The relationship between the WEF and the MAs is a changing relationship and will continue to evolve over the years. Mike commented that he was impressed with the technical content of our conference. The WEF is looking at several initiatives over the next year. 1. Governance change: the changes in governance that took place last year have caused some changes in the duties of your Directors. The Directors no longer have a fiduciary responsibility to the WEF. The House of Delegates (Directors) can now focus on their MA's needs and the formulation of the strategic plan for the WEF. 2. How to meet the needs of wastewater utilities: The Board will be meeting in July to discuss the possibility of establishing a utility membership. 3. Strategic plan: WEF will be establishing processes to achieve the strategic plan. 4. Membership: WEF will be working with the MAs to look at the situation on membership. The average age of WEF members is 47 and increasing every year. The lifeblood of the Federation and the Associations is the membership. 5. International program: WEF is looking at its international program. Past practices have not worked very well so the future focus will be as a leader. One of the big projects for the future is involvement in the "Water for People" project. Gary Schellhorn asked about future WEFTEC locations. Mike replied that due to the size of WEFTEC there are limited sites where it can be held. Starting in 2012, it is anticipated WEFTEC will be alternating between Chicago and New Orleans. WEF is also looking at the possibility of a joint conference with AWWA.

3. Directors' Reports: Chuck Pietscher reemphasized the governance change and that the MA must give direction to its Directors before the WEFTEC conference this fall. There will be four white pages on different topics issued in July, which will serve as the focus of this year's House of Delegates meeting. A committee leadership council has been formed to work on improving the relationship between WEF committees and the MA committees. Over 1600 abstracts have been submitted for WEFTEC, which is a record number. A new Federation Director will be elected at this meeting since this is the end of his term. Chuck thanked everyone for their support and the opportunity to serve as Director. The group gave Chuck a round of applause to thank him for his service.

4. Secretary-Treasurer Financial Statements: The Secretary-Treasurer read a portion of the cover letter he had sent to the Financial Review Committee. The letter explained areas which exhibited dramatic differences from year to year. The financial statements, which had been distributed at the beginning of the meeting, were reviewed. It was moved by Steve Gearhart, and seconded by Mike Fields, to accept the report of the Secretary/Treasurer. Motion carried.

ITEM 5: COMMITTEE REPORTS

H. Financial Review: Mike Fields read the Committee's report. Reserve account balances were reviewed and found to be in compliance with policy guidelines. The Committee made the following recommendations to the Executive Board: 1. The operating reserve account has between \$8,000 and \$13,000 in excess funds available for transfer to the special projects fund. Action will need to be taken by the Executive Committee to make the transfer. 2. The Newsletter Fund had a positive cash flow due to only 2 newsletters being published. The goal of getting the newsletter to the membership was not met. 3. The Secretary/Treasurer furnished a summary letter to the Financial Review Committee, which was very helpful in the committee's review. The committee recommends the letter be included as part of the summary to the Executive Committee.

ISU Water Quality Club: Andy Venzke introduced Jason Carroll, the incoming President of the ISU Water Quality Club. Andy reviewed the history of the club, the budget and activities for the past year. Jason reviewed the future plans and goals of the Club. Jason responded to questions regarding funding and affiliations with other organizations on the ISU campus. Jason submitted a written report for the record.

A. Aims and Objectives: No report due to illness of the chair.

B. Awards: Steve Gearhart reported awardees have been selected for several awards, which will be presented at the banquet tonight.

C. Biosolids: Charlie Stevens reported the committee has been posting the minutes of their meetings on the web site. A one minute clip of the biosolids video is also available on the web site with information on how to obtain the entire video on DVD. The committee met 7 times during the past year. During the past year a biosolids phosphorus study was initiated using the Iowa P-index and its applicability to land application. The 12th Annual Biosolids Meeting was held at DMACC as a joint meeting with the Maintenance Conference. Activities during the past year included working on building more support for the biosolids program in the state legislature, working on public relations and public education, providing a booth at the FFA Ag Show, working with WEF to get a national biosolids program held in Iowa and drafting a letter of support for the biosolids software package. The committee submitted a written report.

D. Collection Systems: Mark McGuire reported the Collection Systems Conference was held in Marshalltown with 115 people attending. Twenty-four people took collection system exams and 16 passed. One hundred and ninety collection system certifications were renewed this year. Golden Manhole awardees have been selected and the awards will be presented at the banquet tonight. The committee is developing a pin, which will be given to all who pass certification exams. Goals for the next year are: to continue to expand the collection system conference, to plan a collection systems track for the annual meeting, to continue to promote the awards program, to continue to provide certification exams and administer the certification program and to promote collection system activities through the web site and the newsletter.

E. Constitution and ByLaws: Don Nemitz filed a written report to the Sec./Treas. and reported the committee did not meet during the past year and no changes had been needed for the Constitution and Bylaws.

F.Education: No report.

G.Exhibitors and Vendors: Jay Brady reported there were 56 vendors in the exhibit area. Jay will be sending a survey to the vendors by email.

I.Government Affairs: No report.

J.Great Plains Management: Gary Schellhorn reported he had moderated one session. It was a great conference particularly for those who are also involved with solid waste.

K.Historian: Lynn Pitts reported he is not receiving any input from the members concerning retirements, deaths, job changes, etc. to be included in the historical record. He suggested the Association hold a meeting of long time members so they could share their experiences over the years for the historical record.

L.Industrial Pretreatment: Fred Bayer reported the committee had a planning session for the Spring 2004 meeting. The spring meeting was held in Marshalltown on April 14, 2004 with approximately 55-60 people in attendance.

M.Laboratory Practices: Maryann Ryan reported the update of the lab registry had been completed, planning for the fall short course lab track has been completed and will focus on basic lab skills and work has been stated on a collaboration between the IWPCA and the IDNR to gather information on effluent TDS, nutrients and total chlorides.

N.Local Arrangements: Dennis Ryan said, "We're here". He hoped everyone is enjoying the conference. He asked the attendees to provide any comments or suggestions on how to make things better which he will include in the annual meeting binder for the next local arrangements chair. On behalf of the City of Davenport, Dennis thanked the IWPCA for bringing the annual conference to Davenport. The audience thanked Dennis with a round of applause.

O.Maintenance: Jim Rasmussen reported the committee met six times in 2004. The seventh annual Maintenance Conference was held in February at DMACC in Ankeny as part of the joint meeting with the Biosolids Conference. Attendance was lower than usual. Planning has begun for the eighth annual conference in February of 2004. It will be a two-day conference with hands on training. The committee set the following goals: provide education through the annual conference, make recommendations for certification of maintenance personnel, recognize individuals through the Wrencher Award, provide a clearinghouse for ideas on gadgets and gimmicks, and document "for sale" items.

P.Membership: No report.

Q.Newsletter: Gary Schellhorn thanked Jay Brady for all the work he has done in getting the newsletter up and running again. Having direct control over the printer has been a big plus. The committee expects the newsletter to be on a regular schedule and encourages people to submit articles.

R.Nominating: Glen Petersen presented the following slate of candidates: President- Carla Schumacher, President-Elect- Dave Rotschafer, Vice President- Tim Snyder, Secretary-Treasurer- John Ringelestein, Assistant Secretary-Treasurer- Jay Brady and Federation Director-Charles Stevens. It was moved by Steve Gearhart, and seconded by Scott Weinands, to close nominations. Motion carried. It was moved by Mike Fields, and seconded by Steve Gearhart, to cast a unanimous ballot for the slate of candidates. Motion carried.

S.Operator Certification: Jim Utter reported there have been several changes in operator certification over the past year. The goal of the joint operator certification committee is to Retain and Gain. The mission statement of the joint committee is to assure consistent water quality, protect the public health of Iowa's citizens and preserve Iowa's water resources through the competent management, operation and maintenance of water and wastewater systems. The Joint Operator Certification Committee has representatives from IDNR, IWPCA, IAWWA, IRWA, IAMU, ISU, Kirkwood, and invited guests. Some issues acted on during the past year were CEU Policy and Procedure Guide, Issuing Agency Agreements and Training, review of the list of approved and non-approved topics, credit for on-line training, IDNR policy limiting repeats, limiting safety to 20% of CEU requirement and sign-in policy at meetings. Issues for the coming year include updating the Five Year Strategic Plan, possible increase in Exam fees, using the ABC point system for wastewater plant classification, computerized certification exams, and a national certified operator disciplinary register.

T.Program: Glen Petersen hoped everyone was enjoying the program and found something of value in it. The committee tried some new things this year with scheduling. Glen thanked the members of the committee for their work in putting the program together. Glen asked the attendees to make any comments or suggestions to the new program chair.

U.Public Relations/Public Education: Jim McElvogue submitted the written report prepared by Carla Schumacher, chair. The winner of the state Stockholm Jr. Water Prize, Mauree Gibson from Central Lee Community Schools, is attending the national Stockholm Jr. Water Prize competition this week in Denver.

V.Research: Steve Jones reported the research project on occupational exposure to hydrogen sulfide in wastewater plants preliminary report was presented by Joung Lee on Wednesday. The study should be completed by the end of the year with a presentation to be made at the spring short course and a final report at the next annual meeting. IWPCA provided eight thousand dollars in funding for the project. Discussion of establishing a research foundation will take place with the executive committee during the next year.

W.Safety The Fourth Annual Safety Meeting was held on August 28, 2003, at DMACC in Ankeny. Attendance was lower than expected. Due to changes in CEU requirements, the committee will no longer hold an annual safety conference. The committee will focus on providing speakers for the short courses, specialty conferences, regional meetings and the annual meeting.

Gary Schellhorn thanked all the committee chairs and the committee members for their efforts on behalf of the IWPCA.

ITEM 6:NEW BUSINESS

Dave Rotschafer reported on the results of the survey taken on the annual meeting. The survey questions focused on the annual meeting format and location. There was no firm commitment either to changing the program format or the location format.

Dave Millard requested that moderators for each session remind people to turn off their cell phones or set them to vibrate. It is very inconsiderate to interrupt a speaker with a ringing cell phone and even worse when someone answers and carries on a conversation.

Gary Schellhorn reviewed the written report of the Web page administrator, John Dunn. The Web site has had 68,093 hits since the last annual meeting, averaging just over 200 hits per day. There have been 11,985 unique visitors to the site. Using the phrase "water pollution in Iowa" our site returned the number one ranking on the following search engines: Google, Yahoo, Alta Vista, Teoma, Dog Pile, Lycos, and Ask Jeeves. Gary Schellhorn thanked John Dunn for his work on the Web site.

The annual meeting in 2005 will be in Waterloo.

ITEM 7:ADJOURNMENT

It was moved by Steve Gearhart, and seconded by Fred Bayer, to adjourn the meeting. Motion carried. President Schellhorn declared the meeting adjourned at 5:10 PM.

Respectfully submitted,

John W. Ringlestein, Sec./Treas.