

MINNESOTA AWWA GOVERNING BOARD MEETING

8:00 a.m. to 12:00 noon, January 29, 2010
Riverwood Conference Center, Otsego, Minnesota

1. CALL TO ORDER (Moulton)

Called to order at 8:06 a.m.

2. ROLL CALL (Thornley)

POSITION	NAME	PRESENT?
Executive Board of Directors		
<i>Chair-elect</i>	Bert Tracy, Golden Valley	Yes
<i>Chair</i>	Pete Moulton, St. Peter	Yes
<i>Past Chair</i>	Bill Spain, St. Cloud Technical College	Yes
<i>Director</i>	Dave Schultz, MDH.....	No
<i>Secretary/Treasurer</i>	Stew Thornley, MDH.....	Yes
<i>Assistant Secretary</i>	Uma Vempati, HDR Engineering.....	Yes

District Trustees

<i>Central</i>	Lisa Vollbrecht, St. Cloud (exp. 2010).....	Yes
<i>Metro</i>	Mike Bramwell, Champlin (expires 2011)	Yes
<i>Northeast</i>	Mark Proulx, Duluth (expires 2011).....	No
<i>Northwest</i>	Brian Bergantine, AE2S (expires 2012).....	No
<i>Southeast</i>	Dennis DuChene, Faribault (expires 2012)	Yes
<i>Southwest</i>	Mark Sweers, MDH (expires 2010)	Yes
<i>At-Large</i>	Lyle Stai, Retired (expires 2012)	Yes

Councils and Committees

<i>Administrative & Policy (APC)</i>	Jon Eaton, Bloomington (expires 2011)	Yes
<i>Conference (Conf)</i>	Corey Lubovich, Hibbing (expires 2010).....	Yes
<i>Minnesota Associates (MAC)</i>	Tony Belden, Engineering America (exp. 2010)	Yes
<i>Public Affairs (PAC)</i>	Myron Volker, Owatonna (expires 2012)	Yes
<i>Training & Education (TEC)</i>	Chris Glassing, ACIPCO (expires 2010)	Yes
<i>Water Utility (WUC)</i>	Pat Shea (expires 2012)	Yes

3. CONSENT REPORT (Moulton)

MINUTES APPROVAL:

September 28, 2009 – Governing Board meeting
September 29, 2009 – Governing Board meeting
October 2, 2009 – Governing Board meeting

Corrections/Additions:

FINANCIAL REPORT (Stew Thornley)

As of November 2009, section income was \$224,256 and expenses were \$270,368 for a net loss of \$46,113. Investments are up since the beginning of the year by \$61,199 for a net income of \$15,086. The November financial report did not reflect more than \$51,000 in training revenue that was transferred from the Minnesota Department of Health to Minnesota AWWA in December.

ASSOCIATION DIRECTOR'S REPORT (Dave Schultz)

“Success is no accident. It is hard work, perseverance, learning, studying, sacrifice and, most of all, love of what you are doing or learning to do”- Pele’

It all started when a group of water professionals got together in St Louis to talk about water issues they were facing around the country. Each brought some expertise to the table and combined they realized that they were stronger together than alone. The first thing they did was form a committee (no wonder we are so good at that).

That committee was to draft by-laws for the Association that we serve today called AWWA (American Water Works Association). Because of their foresight way back in 1881 we today have an Association made up of 43 Sections and over 56,000 members. Next time you're at the Minnesota Section Meeting in Duluth check out the Association's time line display. It is truly remarkable what this association has persevered, overcome, and accomplished since that first meeting.

AWWA Executive Director Search Update

The AWWA Transition Committee Has received approximately 90 applications for the AWWA Executive Director position and is in the screening, evaluation and interviewing process. Although the committee desires to present a candidate to the Board at the January Winter Board meeting, the primary objective is to find the ideal candidate and not meet a schedule. The committee will continue to accept and evaluate applications until further notice. I would encourage qualified candidates to apply at awwa.org.

Minnesota to host Regional Meeting of Section Officers (RMSO)

Spring of 2010 Minnesota Section will be hosting region III RMSO. Region III consist the following sections: Ontario, Ohio, Michigan, Indiana, Illinois, Wisconsin, and Minnesota. The RMSO is an annual meeting that is rotated through the sections. This is a great venue for section officers to exchange ideas. Every section is unique in how they deal with issues in there area. It is valuable to be able to share ideas and solutions to many of the problems water supplying entities face. We plan to roll out the red carpet for our visitors and entertain them with Minnesota nice hospitality.

Recently, I was talking with Myron Volker (Water Superintendent for the City of Owatonna) we were discussing the economy and how it has affected close friends. Times are tough; we all know family and friends who have been affected by the down turn of this economy. I explained to Myron "I am very lucky to have a job in the water industry" Myron told me it's not luck you have the job and position you have, it's hard work, perseverance, learning to do better, education, and sacrifice. Yes, we have all made sacrifices to get where we are today. We work in a noble industry, where honesty and integrity make a difference. Consumers count on us 7 days a week, 24 hours a day, 365 days a year, to deliver safe, clean, great tasting water. How can you put a value to that? I am sure, just as the water industry workers who meet in St Louis in 1881 felt, I am glad to be working in the water industry where SUCCESS is no accident. A great quote from a great soccer player Pele'. Thank you, Myron, for opening my eyes, to be thankful for what we have. SUCCEES does have a new meaning.

I am grateful for the opportunity to represent your section as Director. Thank you for this privilege. If I can be of service, Please let me know.

Board Members Elections

At this year Annual Conference in Duluth the MN Section will be electing a Section Director, a Chair Elect and appointment (by the Chair) of Secretary Treasure. The nominating committee consists of Lyle Stai – Trustee at Large, Bill Spain – Past Chair, Dave Schultz – Director. We are seeking members who may wish to run for Section Director or Chair Elect. Please feel free to contact us if you have questions or are interested in running for a position.

Eligibility to serve on the Governing Board is explained in the Minnesota Section Bylaws. Stated as follows:

BYLAWS OF
THE MINNESOTA SECTION OF
THE AMERICAN WATER WORKS ASSOCIATION
(As approved by the AWWA Board of Directors May 21, 2004)

ARTICLE VII SECTION GOVERNANCE

7.3 Eligibility to Serve on the Governing Board

7.3.1 Any member of the Section, except a multi-section member of the Section, shall be eligible to hold elective office on the Section Board

7.3.2 In addition to the membership eligibility requirements defined in this section, nominees for the position of chair-elect must have served at least two (2) years as a member of the Board or a Council chair.

7.3.3 In addition to the membership eligibility requirements defined in this section, nominees for the position of Director must have served as an officer of the Section.

7.4 Nominations for members of the Board

7.4.1 The Section shall conduct a nomination and election process for Chair-elect and District Trustee-at large in accordance with the policies and procedures of the Section.

- 7.4.2 A nominating committee shall be appointed by the Chair with the approval of the Board in accordance with the policies and procedures of the Section.
- 7.4.3 The Director shall be nominated and elected in a manner consistent with the Bylaws of the Association, and bylaws and policies and procedures of the Section.
- 7.4.4 District Trustees shall be nominated in accordance with policies and procedures of the Section and the District.
- 7.5 Election/Succession/Appointment of Members of the Governing Board
- 7.5.1 Upon the expiration of the term of the Section Chair, the Chair shall accede to the office of Past-Chair, and the Chair-Elect shall accede to the office of Chair.
- 7.5.2 The Chair-Elect, Director, and District Trustee-at-Large shall be elected by a majority vote of eligible Section members in attendance at the annual Section business meeting.
- 7.5.3 The District Trustees shall be elected by a majority vote of the eligible District members in attendance at the District business meeting and in accordance with the policies and procedures of the Section and District.
- 7.5.4 The Secretary-Treasurer shall be appointed by the Chair with the approval of the board.
- 7.6 Terms of Office for Governing Board
- 7.6.1 The Chair, Chair-Elect, and Past-Chair shall serve terms of one (1) year. These terms shall commence at the first Section Board meeting following the annual Section business meeting at which they were elected or accede to the office.
- 7.6.2 The Director shall be elected for a term of three (3) years or as otherwise required by the Bylaws of the Association. The newly elected Director shall take office at the expiration of the incumbent Director's term of office as prescribed by the bylaws of the Association.
- 7.6.3 District Trustees shall serve terms of three (3) years. The term shall begin at the first Section Board meeting following the annual Section business meeting following election.
- 7.6.4 The Secretary-Treasurer shall serve a term of one (1) year, and may be appointed for consecutive terms.

DISTRICT REPORTS

Central District (Lisa Vollbrecht)

The 3-day Ruttger's Conference was held June 10-12, 2009. The session was well attended; registration was done slightly from 2008 but still within average. A minimal profit was made at the training session. There was a mix of speakers including utility, vendor, engineering and regulatory representatives. Highlights included a motivational opening speaker, 20 Questions, Meter Madness and Regulatory Updates. Mr. Roger Hagman won the Central District Meter Madness competition and was able to attend and compete at the 2009 Annual Conference in Duluth.

The 1-day St. John's training session held October 21, 2009 at St. John's University; the agenda is available upon request. The bulk of the conference was regulatory updates including wellhead protection, water turn offs/ons and MDH updates. There were a record number of attendees! Over \$250 dollars was raised for Water For People and the training session made minimal profit.

Good News! There was concern regarding lower conference registrations. In working with Jeanette, the participation rates for most district trainings are similar to previous years.

MARK YOUR CALENDARS!

The MN AWWA Central District Three Day Training session held at Ruttger's Lodge in Deerwood, MN is scheduled for June 9-11, 2010.

The MN AWWA Central District One Day Training session held at St. John's University in Collegeville, MN is scheduled for October 20, 2010.

Anyone interested in speaking/presenting or assisting with the above session, please contact a Lisa Vollbrecht at (320) 255-7225 or a Central District Planning Committee member.

Metro District (Mike Bramwell)

No report.

Northeast District (Mark Proulx)

2010 Northeast District Water Operators School at Superior Shores Resort and Conference Center Two Harbors MN.

The school will begin on Wednesday, May 19th and go until Friday, May 21, 2010. Registration will start at 8:00 a.m. with speakers and classes all day. At noon there will be a fish boil for lunch. On Thursday there will be a product show with mini-sessions. A tour of the historic Duluth Water Plant will be offered. And on Friday the water for people drawing will be healed. Classes on energy conservation for pumps and groundwater rules and MDH updates will bring the school to an end.

Northwest District (Brian Bergantine)

No report.

Southeast District (Dennis DuChene)

The Southeast Minnesota Waterworks District held their Fall School on October 23, 2009 at Cabela's in Owatonna. Fifty-four operators attended the one day seminar. Morning topics included "Staying Motivated" by Scott Anderson along with Understanding Pump Curves and Defensive Winter Driving Habits. The afternoon session started off with Problems faced by Meter Shut-offs from a Multi Utility Operation and Legal Issues of Water Shut-offs. The afternoon concluded with two issues concerning the H1N1 Influenza, Health Aspects of the H1N1 Influenza and H1N1 Influenza Continuity of Operations. The Southeast Minnesota Waterworks District has scheduled their Spring School for March 10-12 at the Ramada Hotel and Conference Center in Rochester. Some items on the tentative agenda are Pipe Lining, SCADA Instrument Control System, Groundwater Modeling and Wellhead Protection, Radium in Southeastern Minnesota, Filter Conversions and Groundwater Rule Communication and Education. The 2010 Fall School will again be held at Cabelas in Owatonna on October 15.

Southwest District (Mark Sweers)

The Southwest District held its fall one day school in North Mankato on October 7, 2009. There were 44 operators present plus speakers. The agenda included; MDH Source Water Protection Grants, New WTPs in the Area, MNWARN Update, DWRP Update, and water distribution activities including a presentation on installing valves under pressure.

At the district business meeting Jeff Larson, Marshall, was approved by the membership to finish out the term of the Chair, David Marks, who retired. Brad Lueders, City of Canby is now Vice-chair. Also, it was approved to increase the registration fee to \$30.00 from \$25.00 for the one day schools.

As part of the distribution activities Chris Voeltz held the "Meter Madness" competition which drew numerous participants. The three top times were awarded a cash prize. The best time from the fall and spring, 2010 school will receive free registration and expenses to the Section Conference in Duluth.

The Water for People raffle raised \$240.00.

The next planning and business meeting for the district will be held in February 2010 and spring school is scheduled for April 15, 2010 in Redwood Falls.

Trustee-At-Large (Lyle Stai)

At the last MN AWWA Section Conference held at Duluth, I was elected to a three-year term as Trustee at Large. I have been told that the primary role of this position is fielding questions pertaining to each upcoming annual section conference. Besides this role, I also want to attend as many of the district schools (including planning meetings) as is feasible for me. I am doing this because I feel education of our water operators is of primary importance and is a central role of the AWWA. At the last board meeting, approximately \$800 was approved to help partially offset the motel costs I will be incurring while attending these functions. I am very appreciative of this.

I attended the annual 3-day NW District School held at Bemidji during the first week of December of 2009. It was held at the Hampton Inn, which overlooks Lake Bemidji. This facility was an excellent place at which to hold this school. The course content was very informative and there were a number of excellent presentations. I will be able to relay some interesting topics at the upcoming district education committee meetings I attend.

COUNCIL/COMMITTEE REPORTS

Administration Council (Jon Eaton)

The Council has completed and the Board has approved the Section by-law update. AWWA should be approving the update at the Winter Board meeting.

This upcoming year, the Council will begin reviewing the Sections' policies & procedures.

Awards (Dave Brown)

Awards committee report for January 2010

The Awards committee would like to welcome Nancy Ziegler of WSB & Associates to the committee. On November 24, 2009 the committee met to discuss the committee's goals for 2010 which are as follows:

- Recruit one or two more committee members to assist with completing the committee's goals for 2010 and for upcoming years.
- Document and enact a procedure for nominating members for awards other than the Fuller and Thompson Awards. These two awards already have a procedure in place.
- Annually review other potential awards and potential recipients.
- Implement an annual award to recognize a service provider.
- Implement a schedule for advertising nominations, reviewing nominees, ordering awards and presenting awards.
- Determine and implement methods to advertise for award nominations.

If you are interested in joining the committee, new committee members would attend 3 meetings per year (either in person or by conference call) and perform various tasks between meetings to meet the committees goals. Please contact the committee chair, Dave Brown, if you are interested. Contact Dave at 763-463-5036 or david.brown@ae2s.com.

MN Section Awards for 2010 will include, at a minimum, Fuller, Thompson, Operator's Meritorious Service Award, Volunteer of the Year, Life Members (and if appropriate Gold Water Drop Members), and Membership Achievement.

Finance (Doug Rovang)

FINANCE COMMITTEE MEETING MINUTES

Monday, January 4, 2010

Bloomington Water Treatment Plant

Committee Members Present: Dave Harris; Christine Meyer; and Doug Rovang. Also, Section Secretary-Treasurer Stew Thornley, and Administrative & Policy Council Chair Jon Eaton.

Not Present: Assistant Secretary-Treasurer Uma Vempati

Meeting began at 11:15 a.m.

Section Financial Status

November-ending Financials:

Secretary-Treasurer Thornley noted that the Section Financial Status Report, as of November 30, 2009 had been distributed to Section Board members and Finance Committee members.

The Finance Committee reviewed the Report. The Report showed year-to-date income of \$224,256 and year-to-date expenses of \$270,368 for a net loss of \$46,113. This does not reflect the actual Section financial condition, as I will explain below (see italicized portion).

Immediately after the November Finance Report was issued, Jon Eaton noticed that the Report showed Section Annual Conference revenue to only be \$42,019, and informed Secretary-Treasurer Thornley that the Conference revenue should be approximately \$80,000. The Secretary-Treasurer checked with MDH and learned that approximately \$40,000 in Conference attendee registration fees collected by MDH had not been transferred to the Section checking account. The funds were subsequently deposited in early December. (Finance Committee members and Section Board members were copied on all related e-mail communications between John Eaton and the Secretary-Treasurer Thornley.) This addition brings the Section Conference revenue up to approximately \$82,000 as John had projected. Had that deposit been timely made, the November-ending Section balance would have shown a loss of only approximately \$6,000.

Secretary-Treasurer Thornley also explained to Finance Committee members that the November Financial Report did not include more than \$10,000 in training revenue collected by MDH that was also transferred to the Section checking account in early December.

Committee members also noted that the Financial Report showed Section Investments through the end of November were up \$61,199 since the beginning of 2009 as the Financial Report also shows, totaling \$217,092. Secretary-Treasurer Thornley suggested that he and members of the Committee meet with the Section Wells Fargo investment advisor. (After the 1/4/2010 Finance Committee meeting, Secretary-Treasurer Thornley informed Committee members that a meeting with Travis Johnson of Wells Fargo has

been scheduled for 1 p.m. on Friday, January 15, 2010. Secretary-Treasurer Thornley and some Committee members will attend.)

Checking Account Overdrafts:

Secretary-Treasurer Thornley also brought to the Committee's attention that three Section checking account overdrafts occurred during November for the reasons described earlier in this Report. As a result, Secretary Thornley made an emergency transfer of \$30,000 from the Section general investment account into the checking account to cover the shortage. The three overdrafts resulted in \$150 in overdraft fees. As noted above in these minutes, the MDH transfer of \$51,567 to the Section checking account in December leaves the checking account with sufficient funds that the Committee agreed that the \$30,000 should be transferred back into the investment account. (After the 1/4/2010 Finance Committee meeting, Secretary-Treasurer Thornley informed Finance Committee members that the Section checking account contained approximately \$53,000 on that date and that he would be transferring the \$30,000 back into the Section investment account at Wells Fargo.)

December-ending Financials:

Secretary-Treasurer Thornley stated that the Section Financial Report through December 31, 2009 will be available for Section Board review at its January meeting/retreat. He noted that a quick review of December revenues and expenses projects Section 2009 year-ending Net Ordinary Income (see Profit and Loss Statement) of approximately \$500.

Previous Board Meeting Information for Finance Committee

2010 Budget

In August and September 2009, the Finance Committee developed a draft budget for 2010 that was modified by the Section Executive Committee. Secretary-Treasurer Thornley informed Finance Committee members that the Section Board, at its meeting during the annual conference, further modified and approved a 2010 budget with projected revenues of \$333,480 matching projected expenses of \$333,480 for a net gain/loss of \$0.

Old Business

Committee Changes for 2010

Doug Rovang has joined the committee as the Chair. His term on the committee expires at the section conference in 2012. Christine Meyer's term expires in 2010 (she will be succeeded by Tony Belden). Dave Harris's term expires in 2011. Jon Eaton, chair of the section's Administrative & Policy Council, are ex-officio members as are assistant secretary-treasurer Uma Vempati and secretary-treasurer Stew Thornley.

New Business

Preventing Overdrafts

Because of the delay in the transfer of training and conference revenues from MDH to Minnesota AWWA, there were overdrafts on our checking account in November (as explained further above). Secretary-Treasurer Thornley informed the Committee that he and Section bookkeeper Milena Rindal had discussed what happened and ways of making sure that overdrafts do not happen in the future. The Finance Committee discussed the matter and emphasized that it must be ensured that no checks can be written unless the checking account balance shown in QuickBooks is enough to cover the check. Special attention to the account balance will need to be paid prior to the annual conference when, according to Secretary-Treasurer Thornley, a number of debit card charges are made.

Committee members asked Secretary-Treasurer Thornley to investigate the possibility of having MDH deposit revenues for training schools and the annual conference directly into the Minnesota AWWA account rather than having it deposited in the MDH account and then transferred to Minnesota AWWA. After the 1/4/2010 Finance Committee meeting, Secretary-Treasurer Thornley updated Committee members that he had checked with Jeanette Booth at MDH about training school and Section Annual Conference registration funds being deposited directly into the Section checking account. His 1/5/2010 e-mail stated the following:

"I talked to Jeanette this morning. I don't think it's feasible to start depositing the checks that come in for the district schools and conference directly into the AWWA account. Now, the registrations and payments come to Jeanette with a special PO box that is set up for MDH for this stuff. She has to deposit this into an account within our department, and it is then transferred, usually every month, to Minnesota AWWA. For a direct deposit, this would have to be sent to the treasurer, who would deposit the checks and pass on the registration forms to Jeanette for processing. It gets more complicated than that, but that's the essence of it. I would strongly recommend not changing this process. There was a screw up that happened. It happened at a bad time, and it was compounded by your treasurer not being on top of it.

We screwed up and we (Milena and me as well as Jeanette) have talked about what happened and what we have to do to not have it happen again. Making major changes to how these revenues are processed might make it harder for this kind of screw up to happen, but there will be some major drawbacks in doing it."

The meeting adjourned at 1 p.m.

The next Committee meeting will be in May at the Bloomington Water Treatment Plant – date to be determined later.

Information Technology (Carol Kaszynski)

"Calls for Papers" for the IT Track at the MN AWWA annual conference.

Working on updating the MN AWWA website. Requesting each Committee Chairperson to review their area and provide updates.

Membership (Herb Watry)

The last committee meeting was held on Thursday October 1st at the annual conference held in Duluth. The meeting was called to order by chair Gary Warner.

Membership totals as of September 30, 2009 were 1037.

Committee members present: Gary Warner, Herb Watry, Todd Johnson, Mike McNabb, John LaPointe and Dave Hume.

We welcomed Gary Ganser of Two Harbors to the committee and special guest Nancy Sullivan from National.

We discussed the budget, membership strategies and the new member meet and greet. We are going to try to join with the YP. We need to send the new members a welcome letter and a cap and pin. (we need to get some caps made)

We had a number of new members from the 3M company join AWWA. John Lapointe volunteered to meet with this group and give them an AWWA orientation.

The Membership Summit 2010 to be held in Las Vegas February 4-6. Herb Watry will attend.

Gary passed the chair over to Herb Watry.

Next meeting scheduled for January 15, 2010 at Litchfield Public Work Management Center.

Nominating (Bill Spain, Dave Schultz, Lyle Stai)

Director (Dave Schultz) and Chair-elect (Bill Spain)

At this year Annual Conference in Duluth the MN Section will be electing a Section Director, a Chair Elect and appointment (by the Chair) of Secretary Treasurer. The nominating committee consists of Lyle Stai – Trustee-at-Large, Bill Spain – Past Chair, Dave Schultz – Director. We are seeking members who may wish to run for Section Director or Chair-Elect. Please feel free to contact us if you have questions or are interested in running for a position.

Trustee-At-Large (Lyle Stai)

The current term ends in Oct 2012.

Conference Council (Corey Lubovich)

No report.

Minnesota Associates Council (Tony Belden)

Minutes of the December 3, 2009 Meeting of the
Minnesota Associates Council
Minnesota Section, AWWA

The December 3, 2009 MAC meeting was held in the conference room of Engineering America, in Oakdale, MN. The meeting was called to order by Council Chair Tony Belden at 9:00 AM.

Attendance

MAC members present at the meeting: Voting Members - Tony Belden, Steve Mereness, Scott Bredehoff, Brad Forester, Dave Harris, Brian Zinnel, Chris Larson, and Kelly Lange-Haider . Non Voting Members – Chris Voeltz, representing Water for People, Ben Mason, MAC National Representative

Non-Agenda Item

There was a short discussion of market conditions and the effect of the American Recovery and Reinvestment Act (A.R.R.A.) and stimulus funding. There appears to be an increase in activity throughout most market segments, mostly smaller projects. The general feeling is that things will probably remain slow into 2010.

Approval of Minutes

The minutes from the August 6, 2009 MAC meeting were not available but had been previously sent out to members. Dave Harris made the motion to accept the minutes. Chris Larson seconded the motion. The motion passed.

MAC Roster Update

Tony passed out the current MAC roster and reviewed the current membership and term length. There was a discussion of how to go about bringing new people into the organization. The feeling was that there are many other areas within the Section where help is needed and welcome. While we want to continue to encourage people to get involved, there are many opportunities on the various committees that make up the Minnesota Section. Ben pointed out that there are openings @ the National level of MAC and encouraged Minnesota Section Members who are interested to apply for these positions in the future.

The new Young Professionals Committee representative is Kevin Renslow from Tnemec. Kevin replaces Lisa Vollbrecht.

Committee Reports

Exhibits Committee: Chair Scott Bredehoff gave the report.

There was a general review of the fall conference in Duluth. Scott reviewed the statistics for exhibitors. There were 13 non-returning exhibitors and 18 new exhibitors. There were 71 booths sold, up from 69 in 2008. There were 70 exhibitors this year, up from 66 in 2008. The exhibit space was tighter this year due to the spaces provided to the meter madness, pipe tapping and taste test competitions. Ben asked if we knew who the non-returning vendors were and if we knew why they did not come back this year. Scott indicated he had that information and would be contacting them this summer when he sends out the call for exhibitors.

Tony felt as though we needed to improve the mini-sessions. The feeling is that things will be better next year because we will have more space. We need to isolate the area better, probably with curtains, to give it more of a classroom feel. The mini-sessions need to be promoted more or better next year. Tony suggested additional signage as well. Scott suggested that we ask for presentations at the same time we send out the call for exhibitors and give everyone who is interested an opportunity to present. Kelly asked about C.E.U.s for those attending the sessions. Dave felt it would be difficult to get C.E.U. approval for 20 minute sessions. Tony agreed to check into the possibility of earning C.E.U.s. There was discussion about the need for presentations to be generic and educational as opposed to a sales pitch for a specific product or vendor. There was agreement that, if C.E.U.s are earned through the mini-session presentations, we will stress to the presenters the fact that these need to be educational. There was a discussion of how to make sure people actually attend the sessions in order to earn credits. Brian suggested that there should be a formal selection process to determine which presenters and presentations are selected. Dave volunteered to work with Brian to establish a selection committee.

There was a discussion about the prize give away and the difficulty in people hearing their names being called. This too should be better in the larger space next year.

Revenue this year was \$32,171, down from \$32,571 last year. Compared to other conferences like the National AWWA this was not a bad decline.

Ben brought up the possibility of having a job fair/career day at the conference to introduce new operators and people from outside the industry to our industry. There was a lengthy discussion regarding "work force sustainability" and the importance of getting young people involved in the industry. Several ideas were discussed as to how we can best accomplish this goal.

Brian proposed the idea of having a first time attendee/orientation type session at the annual conference. It was pointed out that most of the larger, national conferences have something like this. It was agreed that this would be a valuable addition to the conference. Tony will bring it up at the next Section meeting.

Social Committee report

Paul Thom was not present. He reported via email that the MAC social was a success that was enjoyed by all who attended.

Competitions Committee report

Chris Glassing was not present. He sent a report to Tony. The water taste test went over well. The local television station aired footage of the competition.

The meter madness competition went well. The 2009 state champion was Harvey Maas from the City of Duluth. Harvey will attend ACE in Chicago to represent Minnesota in the national meter madness competition.

The pipe tapping competition was only displayed at this year's conference. We received verbal commitments from several communities to assemble pipe tapping teams. The first Minnesota section tapping competition will be held at the 2010 conference.

Nine (9) Cities entered the water taste test competition. The City of Moorhead was the winner. There was some discussion about who we could possibly get to judge the taste test next year. The mayor of Duluth, Jim Oberstar, Jim Malosky and the current UMD football and hockey coaches were suggested as possible candidates for next year's contest.

Golf, Fishing Skeet Shooting

Jay Whitaker was not able to attend but filed a report with Tony.

The fishing tournament went well. We had 7 boats with a total of 41 people and 34 fish caught. There were 6 boat sponsors. Net income was \$2,010. There was discussion of how rough the seas were and the adverse affects it had on some of the participants.

Ben reported on the skeet shooting. There were 8 participants. Ben proposed that next year we come up with a formula to determine the contribution to Water For People. He suggested it be based on the number of missed shots!

There were 76 golfers this year which was down from last year. The golf tournament raised a net \$600 for W.F.P. plus an additional \$1,100 raised through the putting contest and mulligans.

ACE Breakfast

Tony proposed that we switch from a breakfast to a lunch at the ACE in Chicago. The consensus was that lunch would be a good idea and might actually improve attendance. Tony will propose the idea at the January meeting.

Ben announced that there is a University in downtown Chicago that will be making dorm rooms available to ACE attendees as a cost saving alternative.

MAC Budget

Tony reported that the MAC budget will be updated at the next meeting. The budget is set for 2010. The budget has increased due to the addition of the various competitions, but it has been approved by the board.

Endowment Committee report

Nothing to report

Minnesota Section Update

Tony reported that financially the Section is doing better. Profit/Loss statement dated 11/23/09 shows net income of \$48,059 for current year. Same time frame for last year showed a loss of \$87,897.

Next Section meeting is in January, 2010.

There was discussion and general agreement that standardizing on Duluth as the location for the annual conference has proven to be a good decision.

National MAC Report

Ben reported that the National MAC met November 11 & 12 in Denver. Ben highlighted some of the cost cutting measures the AWWA has taken.

MAC board passed a resolution establishing the John Lechner Award of Excellence. Mr. Lechner was the first chairman of the group that eventually became the MAC. Award will be made at the Water Industry luncheon at the ACE. The first award will be given at the 2011 meeting.

The National MAC spring meeting will be April 27 & 28 in Las Vegas.

Tony inquired about the search for a new president for the AWWA. Ben indicated that the process is still ongoing and that AWWA is handling the search in-house rather than using a search firm.

Young Professionals: Report given Brian and Brad
The poker tournament at the annual conference was a big success.

Water for People Concert: Report by Chris Voeltz and Tony
Concert will be April 16, 2010. Johnny Holm Band at the Medina Entertainment Center.

The goal was to receive \$10,000 in sponsorship commitments before the concert. We have achieved that goal.

Tony pointed out that the R.M.S.O. meeting will be in town when the concert takes place. Tony has proposed having the MN Section, hosts of the R.M.S.O., purchase a platinum sponsorship and bringing the R.M.S.O. group out to Medina on a coach bus for dinner and the concert. Ben suggested we contact Water for People and National AWWA and let them know what we are doing and secure their support.

There was discussion about the possibility of arranging shuttle service and room rates at some nicer motels offsite.

Tony re-iterated the importance of approaching some of the main vendors for our businesses and letting them know this is something we feel strongly about, and ask them to contribute as well.

There will be fundraising at all the district schools.

Rod Volker secured (2) VIP We Fest tickets that will be raffled off at the concert.

Miscellaneous Items

Brian asked if there is a way that we can make the water taste test competition more of a "show", with a stage for the final tasting. With the increased space we will have next year this should be something we can do.

Tony pointed out the need for us to use our new, increased space wisely.

Brian questioned whether there are any safety issues we need to consider for the pipe tapping contest. Tony indicated that there are, but that the procedures have already been established and the competitions committee is working on it.

Chris stated that, if the conference offered study sessions and water license testing, the attendance would definitely increase. There was some discussion about how this is currently done at the Rural Water conference and the Metro Operators conference. There was agreement that this is something that should be looked into. Tony will bring it up at the January Section meeting.

Brad asked if it was possible to increase the space at Grandma's for the social meeting. Things are quite tight in the current space.

There was some discussion of alternate fund raising methods. Dave proposed a 50/50 raffle where half the money raised goes to Water For People and the other half goes to the winner of the raffle. Dave indicated that this has been done very successfully at other conferences and raised substantial amounts of money. There were some questions and discussion of the State open gambling rules and how they may apply. Ben cautioned that we do not want ticket sales to detract from the vendor displays and spending time with customers. Dave agreed to handle setting this up for the 2010 conference.

Next Meeting

The next MAC meeting is scheduled for 9:00 AM, Thursday, April 1st, 2010, at the Engineering America offices, in Oakdale, MN.

Adjourn

Dave Harris made a motion to adjourn the meeting. Scott seconded the motion. The meeting was adjourned.

Competitions (Chris Glassing)

Meter Madness Competition Subcommittee (Greg Johnson)

Competition winners from each of the 6 district competitions were awarded District Champion trophies and encouraged to compete at the State Competition during the Annual Conference. 2009 District Champions are as follows;

Northwest – Chad Troitte (East Grand Forks)

Northeast – Harvey Maas (City of Duluth)

Central – Roger Hagman (City of Bemidji)

Metro – Tim Budig (City of Lino Lakes)

Southeast – Bryan Linder (City of Wells)

Southwest – Peter Domeier (Rochester)

The 2009 State Competition was held at the Annual Conference. There were 13 participants representing communities throughout the state. Harvey Maas of the City of Duluth was the 2009 State Champion. The State Champion was awarded a cash prize and trophy, as well as, hotel, travel, and meal expenses to represent the Minnesota Section at AWWA's 2010 Annual Conference and Exposition in Chicago.

Meter Madness Competitions will held at each of the 6 District Operator Schools again in 2010. The District Champions will be awarded a \$25 cash prize and trophy, as well as hotel, travel, and meal expense up to \$500 to attend and compete at the State Competition at the Annual Conference in Duluth. The State Competition is open to all conference attendees which is independent to the District Competitions.

Pipe Tapping Contest Subcommittee (Chris Larson)

For 2009, the Pipe Tapping Competition Committee did the following things:

Promoted 2010 Pipe Tapping Competition at all of the MN AWWA District Operator Schools.

Procured some of the equipment necessary to conduct the 2010 pipe tapping competition.

Prepared a booth with a mock pipe tapping setup and promoted the 2010 Pipe Tapping Competition at the MN AWWA Annual Conference.

For 2010, the Pipe Tapping Competition plans to do the following things:

- Continue recruiting potential pipe tapping teams.
- Promote the pipe tapping competition at the MN AWWA District Operator Schools.
- Procure equipment necessary to conduct the pipe tapping competition.
- Conduct the Pipe Tapping Competition at the 2010 MN AWWA Annual Conference.

Water Taste Test Subcommittee (Brian Bergantine)

The inaugural Minnesota Section Water Taste Test was held at the Annual Conference in Duluth. There were 9 municipalities that entered the competition. The 2009 Minnesota Section Water Taste Test Champion was the City of Moorhead. The City of Moorhead was awarded the traveling trophy, plaque, and T-shirts for their water operators. The news media coverage created much excitement in the exhibit hall. Judges being considered for the 2010 contest include; City of Duluth Mayor, Congressman Jim Oberstar, Jim Malosky and the current UMD football and/or hockey coaches.

Public Affairs Council (Myron Volker)

Public Information (Terry Neuman)

No report.

Publications (Karla Peterson)

The Publications Committee has appreciated the time and effort put forth by Rod Volker in publishing the Breeze over the past few years. In upcoming years, Kelman and Associates, www.kelman.ca, has entered into a contract to publish issues of the Breeze. Kelman and Associates will be responsible for the overall management, production (including the printing and fulfillment process), and distribution of the publication.

The primary purpose of the Breeze is to document and disseminate, in writing, the actions of the Board and all its subunits (districts, councils, committees, and working groups). The secondary function is to disseminate news and information (articles, columns, events, announcements, and special interests) to the membership. The financial goal is to produce and distribute a high quality publication at no cost to the Section.

Publications Committee Meetings/Conference Calls will be held each quarter, with advertising submittals emailed to Darrell@kelman.ca, and editorial submittals emailed to karla.peterson@state.mn.us by the following dates:

Spring 2010

(Summary of January Board Meeting; Fall Conference Exhibitor Prospectus)

Committee and Publisher Conference Call - Friday, February 12, 2010

Advertising/editorial deadline - Friday, February 26, 2010

Summer 2010

(Annual Member Directory & Buyers' Guide)

Committee and Publisher Conference Call - Friday, April 16, 2010

Advertising/editorial deadline - Friday, April 30, 2010

Fall 2010

(2010 MNAWWA Annual Conference Issue - Sep. 22-24 Duluth, MN)

(Summary of May Board Meeting; Distribution of upcoming September Annual Business Meeting information; Fall Conference Registration)

Committee and Publisher Conference Call - Friday, June 18, 2010

Advertising/editorial deadline - Friday, July 2, 2010

Conference Programs and Posters

(To be delivered to Conference Council Chair 10 working days prior to Conference – Wednesday September 8)

Committee and Publisher Conference Call - Friday July 23, 2010

Material deadline - Friday, August 6, 2010

Winter 2010

(Summary of September Board Meeting and Annual Business Meeting; Water Utility Management Institute Registration)

Committee and Publisher Conference Call - Friday, October 15, 2010

Advertising/editorial deadline - Friday, October 29, 2010

Please note that in 2011 and beyond, the Member Directory will have the following schedule:

Member Directory

Committee and Publisher Conference Call - Friday, December 17, 2010

Advertising/editorial deadline - Friday, December 31, 2010

The next Publications Committee Meeting/Conference Call will be held January 19, 2010; and for those interested in joining the Publications Committee, please contact Karla Peterson, at karla.peterson@state.mn.us.

Water for People (Chris Voeltz)

Fundraiser Schedule 2010

SE Section	Rochester	March 10-12	Myron Volker
SW Section	Redwood Falls	April 15	Chris Voeltz
Metro Section	Bloomington	April 6-8	Dave Holland, Nuzhat
Concert	Medina	April 16	Bernie Bullert
NE Section	Two Harbors	May 19-21	Corey Lubovich
Spring Golf	Shakopee	May 20 or 27	Chris V., Dave H.
Central	St. Johns campus	June 10	Mike Mies
AWWA Golf	Duluth	Sept. 21	MAC- Brad Forester
AWWA fishing	Duluth	Sept. 21	MAC- Jay Whitaker
AWWA Sporting Clays	Duluth	Sept. 21	Randy Poore
AWWA Ribbons	Duluth	Sept. 22-Sept. 24	entire committee
SW Section	Windom/Mt. Lake	Oct. 6	Chris Voeltz
Central	St. Johns Campus	TBA	Lisa Vollbrecht
NW Section	Bemidji	TBA	Chad Troitte

Items of Interest

The Water for People committee raised \$9,211.67 in 2009. The money was matched by the Rosenthal Challenge making the total contribution of \$18,423.34 from the Minnesota section to Water for People. Water for People concert- The 2nd annual concert is scheduled for April 16th at the Medina Entertainment center featuring the Johnny Holm band and Elvis. The committee will be selling WE fest concert package

raffle tickets as a fundraiser to help with the cost of the concert. The WE fest concert package includes 2 VIP Box seats and 3 nights lodging in a Detroit Lakes hotel. The planning committee will meet on a monthly basis up to the concert date. We have received \$15,825 of committed sponsorships from the following donors as of January 7th.

Engineering America, Inc.	Platinum	\$1500
KLM	Platinum	\$1500
Bolton & Menk, Inc.	Platinum	\$1500
Automatic Systems	Platinum	\$1500
Vessco	Platinum	\$1500
AWWA MN Section (2)	Platinum	\$3000
S E H	Gold	\$ 750
TKDA	Gold	\$ 750
H D Supply	Gold	\$ 750
Northern Water Works	Silver	\$ 375
Hawkins	Silver	\$ 375
M. E. Simpson	Silver	\$ 375
WW Goetsch	Silver	\$ 375
Brenda Spain (Mary Kay)	Silver	\$ 375
U C Labs	Silver	\$ 375
WE fest raffle ticket sales		\$ 825

Water for People is currently involved with projects in 10 different countries- Bolivia, Guatemala, Honduras, India, Malawi, Peru, Nicaragua, Rwanda, Uganda, and the Dominican Republic.

The committee is planning a meeting in February to review the 2010 schedule and discuss any new ideas for fundraising.

Scholarship (Doug Klamerus)
No report.

Young Professionals (Kevin Renslow)

The Fall 2009 meeting was held October 1st, 2009 at the State AWWA Conference in Duluth, MN. Meeting minutes and action items were posted to the MN AWWA website.

YPC April Events include the Water For People Concert and an Earth Day Clean-up at Loring Park.

Subcommittee Updates:

Membership: The Membership Subcommittee will be looking to promote another YP recruitment event at the U of M in early spring to promote AWWA scholarship opportunities and Fresh Ideas Poster Competition.

The Membership Subcommittee has been participating in the AWWA YP Membership Challenge. Currently the subcommittee has signed up 5 new members. Additionally, the subcommittee has been working with SCTC to help drive membership.

Social: During the NW District Operators School in Bemidji the YP Committee hosted a social gathering.

See Upcoming Events.

Outreach: The WoW! Poster Competition begins in May (in conjunction with Drinking Water Week). Please share with Girl Scout Troops; they can receive a patch for participating.

Fresh Ideas: A social event will be scheduled shortly to advertise the Fresh Ideas program.

Upcoming Events:

Spring Meeting – Tnemec/Coating Resources, Inc- Hopkins, MN

Partners/Sponsors: YP Committee

Contact: Kevin Renslow, Tnemec

Date: March, 2010

Summit Brewery Tour & Social –

Partners/Sponsors: YPC

Contact: Bo Johnston, Black & Veatch

Date: ?

WoW! Poster Competition Kick-Off

Training Council (Chris Glassing)

Education Committee (John Thom)

The following training schools will be held in 2010.

March 10-12, 2010—Southeast Water Operators School, Ramada Hotel and Conference Center, Rochester. Contact Dennis DuChene, 507-384-0559, for more information. (The operator breakfast and product show will be held on March 10).

April 6-8, 2010—Metro Water Operators School, Earle Brown Heritage Center, Brooklyn Center. Contact Jeanette Boothe, 651-201-4697, or Stew Thornley, 651-201-4655, for more information.

April 15, 2010—Southwest Water Operators School, Redwood Falls. Contact Mark Sweers, 507-389-5561, for more information.

May 19-21, 2010—Northeast Water Operators School, Superior Shores, Two Harbors. Contact Mark Proulx, 2952-240-2023, for more information.

June 9-11, 2010—Central Water Operators School, Ruttger's Bay Lake Lodge, Deerwood. Contact Lisa Vollbrecht, 320-255-7225, for more information.

October 6, 2010—Southwest Water Operators School, Mountain Lake/Windom. Contact Mark Sweers, 507-389-5561, for more information.

October 15, 2010—Southeast Water Operators School, Cabela's, Owatonna. Contact Dennis DuChene, 507-384-0559, for more information.

October 20, 2010—Central Water Operators School, St. John's University, Collegeville. Contact Lisa Vollbrecht, 320-255-7225, for more information.

November 30-December 2, 2010—Northwest Water Operators School, Holiday Inn, Detroit Lakes. Contact Jeanette Boothe, 651-201-4697, or Stew Thornley, 651-201-4655, for more information.

Minnesota AWWA Annual Conference

Contact Corey Lubovich, 218-262-7725, for more information. **September 22-24, 2010**—Duluth Entertainment Convention Center.

The 2010 Drinking Water Institute will be August 9-11 in Eden Prairie. Contact Jeanette Boothe, 651-201-4697, or Stew Thornley, 651-201-4655, for more information.

Management Schools (Scott Anderson)

The 2010 Midwest Regional Water Utility Management Institute will be held March 8-10, 2010 at the Continuing Education and Conference Center, on the St. Paul campus of the University of Minnesota. The program will include:

- Leadership - Getting Work Done Through Others
- Introduction to Supervision
- A Practical Guide to Management
- The Public Sector Employee Challenge
- Individual Engagement

Research Committee (Doug Lubben and Roger Scharf)

The 2010 Surface Water Treatment Workshop

April 27-29, 2010—Surface Water Treatment Workshop, Ramada Plaza & Suites, Fargo, North Dakota. Contact Jeanette Boothe, 651-201-4697 for more information.

Safety Committee (Phil Zollinger)

The Committee will focus on providing direction to safety websites for water and operator training opportunities. The Committee will maintain relations with Minnesota Safety Council to provide notice of education and training opportunities to Section membership. The Committee will develop a Section Utility Safety Award program and submit at least 1 nomination for the National Safety Award.

Due to necessary budget cuts, the Committee has discontinued development of a formal safety training program to be offered at District Schools and Annual Conference. The Committee will begin developing a stand alone, one-day safety training seminar to be offered in 2010. The goal of this seminar will be to provide necessary safety training certification program for water and wastewater operators. The safety training seminar will be cost neutral with an opportunity to provide future profits to the Section..

The Committee has been working with the Section webmaster to update information and resources provided on the Section Safety Committee webpage. Check out the Committee website for some safety links or submit a safety question and a panel of experts will answer it, generally within 24 hours.

Safety is a core value of the Minnesota Section. The Committee is in need of new members to with fresh ideas and to plan safety training. If you have any safety ideas for training or other safety issues contact Phil Zollinger by phone at 651-775-6165 or email at phil.zollinger@ci.stpaul.mn.us

Small Systems Committee (Rick Wanner)

The Committee has developed a scholarship application form for the Annual Conference Scholarships to be awarded to an individual from each of the Section Districts. The scholarship will provide up to \$500 to each recipient to cover hotel, meals, and travel expenses to the Annual Conference. The Section will also waive registration fees to the to the scholarship recipient. This scholarship program was developed to encourage participation in the Annual Conference from small system members. Each scholarship recipient will be required to provide specific feedback on their experience that will assist in the promotion of the scholarship program and small system participation in the Annual Conference. The scholarship recipient may provide a follow-up letter to the Committee, participate in a Committee meeting, and/or provide a short talk/presentation at a District School(s) or Section meeting. In addition, the feedback will be used to improve the programming and attendance at the Annual Conference as well as justification to the individuals' utility for funding the participation in future conferences. The Small Systems Committee would work with the Scholarship Committee and the respective District Trustee to promote and award scholarships.

The Small Systems Committee received one application and awarded one scholarship to attend the 2009 Annual Conference in Duluth, MN. The Committee is attempting to step up our promotion of this scholarship by having applications available at District Operator Schools and other District meetings. The Committee will also post the application on the Section website.

The Committee would like to begin working with the Conference Planning Committee to provide input regarding educational sessions for small systems at the Annual Conference.

The Committee is considering development of an annual Outstanding Small Systems award. Details regarding this award program have not yet been determined.

The Committee is in need of additional members to provide fresh ideas and planning. If you are interested in getting involved in the committee, please contact Rick Wanner at 952-469-1100 or rwanner@acipco.com.

Water Utility Council (Pat Shea)

AWWA-MN Section Water Utility Council Meeting Minutes Thursday, December 10, 2009

Location: Saint Paul Regional Water Services, 1900 North Rice Street, Maplewood, MN

A. Roll Call (10:00 am)

In-person attendance: Bob Cockriel, Randy Ellingboe, Scott Fronek, Ruth Hubbard, Kurt Johnson, Adam Kramer, Doug Lubben, Dennis Martenson, Bob Peplin, Laurel Reeves, Dave Schultz, Pat Shea, Sarah Smith (for Chris Elvrum), Bert Tracy, and Dave Wagner.

Via phone attendance: Nicole Blasing, Carol Blommel Johnson, Cliff McClain, Pete Moulton, and Doug Rovang.

Not present (or represented): Mike Bramwell, Todd Bredesen, Dave Brown, Bernie Bullert, Mary Fralish, Craig Johnson, Grant Meyer, Dick Nagy, Karla Peterson, Shahin Rezania, Bill Schluenz, Bill Spain, Dr. Michael Semmens, Stew Thornley, Uma Vempati, and Patrick Wrase.

B. Housekeeping

Nicole Blasing and **Laurel Reeves** indicated that the letters "pca" and "dnr" are being dropped from the domain name for MN state agencies from emails. Email addresses for both MPCA and MDNR will now end in @state.mn.us.

C. 2010 Water Utility Council Membership Roster

Pat Shea requested members to note corrections on the 2010 roster that was recently distributed. Any corrections can be submitted to **Scott Fronek**.

D. AWWA Washington, D.C. Fly-In

The AWWA Washington, D.C. Fly-In will occur on March 24 and 25. **Pat Shea** noted that he was planning to attend and that his expenses would be paid by AWWA National. Discussion ensued regarding the desirability of having at least two representatives from the Minnesota Section. **Pete Moulton** said he would support additional funding for this although the expenses to send a member(s) was deleted from the Section budget in October. Past attendees (e.g. Cliff McClain, Kurt Johnson, Dave Wagner, Pat Shea) all indicated this was a worthwhile event and at least two should attend from Minnesota. After some discussion about who might be sent, it was decided that it would be desirable to send the Section Director and one additional person. **Bob Cockriel** was interested if his management would approve and if not, **Dave Wagner** would be willing to attend. WUC motioned to ask the AWWA Board for funds to send a second individual.

E. Approval of Meeting Minutes

The minutes distributed prior to the meeting were approved. **Dennis Martenson** suggested that the minutes should include attachments if possible to facilitate the transfer of information/knowledge to those members participating by phone and/or unable to attend.

F. Congress, EPA Update

Bob Peplin provided a handout (attached) that included (1) Regulatory Update, (2) Summary of HR3258, (3) AWWA letter to Representatives Waxman and Barton on chemical security for water utilities, (4) AWWA Washington, DC Fly-In Brochure, and (5) What's New in AWWA Government Affairs 2008/2009.

Bob Peplin indicated that Chemical Security of water plants is likely to be an issue in 2010, with a desire by some to have more influence at the local state level about which security measures are to be implemented. However, this legislation is still being discussed at the congressional level. WUC members expressed concern about contaminants of emerging concern, and how they may be regulated in the future. It is likely this issue will draw our attention in increasing measure in future years.

G. Legislative Report from LMC Representative

Since **Craig Johnson** was not able to attend the meeting, there was no report.

H. State Related Water Issues

1. Miscellaneous: Updates

- a. Environmental Quality Board. **Carol Blommel Johnson** did not have any new information to present.
- b. Other. **Dennis Martenson** indicated that next week, on December 16, 2009, a joint meeting between the MN sections of ASCE and APWA would address the future of public infrastructure in MN, and whether the future was "good" or "grim". A copy of the notice is attached.

2. Reports

- a. Minnesota Rural Water. **Ruth Hubbard** indicated approximately half of the \$3B of the national stimulus funding for rural water utilities is under contract.

She indicated there is a grass roots interest in producing a short documentary to complement the Liquid Assets documentary that was produced several years ago. The documentary would focus on local issues specific state of MN. A website has been set up (<http://blueprintminnesota.com/>) to raise awareness regarding Minnesota's critical water infrastructure. The goal is to raise \$40,000 which is required to develop and produce this documentary.

On January 27, 2010, there will be a joint webinar on Emergency Conservation for utilities, sponsored by national Rural Water and AWWA .

The University of Minnesota's Water Resources Center has received \$750,000 from the state legislature to develop a 25-year framework for the sustainable management of Minnesota's water resources. This grant originated from the MN Clean Water, Land and Legacy Act.

The national Rural Water fly-in to Washington DC will occur from February 8-11. Senators Franken and Klobachar both have breakfasts that people can attend if interested.

- b. Minnesota Department of Health. **Randy Ellingboe** indicated a recent MN Senate finance subcommittee hearing occurred, and the subject of a Minneapolis and St. Paul interconnection between their water utilities was discussed. Both cities indicated this project had a low priority, unless others would finance the project.

The US Senate recently had hearing to discuss violations of the SDWA and subsequent follow-up by EPA. There was concern regarding water quality with respect to young children and small rural water systems. The issue revolved around how well utilities were complying with the SDWA. The EPA was under fire to provide a response on how they were planning to improve compliance with SDWA. EPA indicated enforcement was costly, and expressed the merit of technical assistance in lieu of enforcement. He will provide a web link to the hearing.

He indicated that for ARRA fund utilization nationwide, approximately 10% had been used through the first 8 months of the program. The state of MN was ranked #1 for clean water fund usage for all 50 states, and was ranked #3 for water usage.

EPA has increased their 2010 budget by 30% over the current year. Funding for drinking water increased slightly.

State grants are available for implementation of MDH's wellhead protection program. Grants need to be issued by June 30, 2010. MDH will be asking for input from utilities and others on how these grants will be distributed.

He also indicated there is an interesting NY Times article regarding drinking water quality that would be of interest to WUC members.

- c. Metropolitan Council. **Sarah Smith** extended appreciation to utilities regarding input to the master water supply planning process. They have been working to update the master plan, and uploaded it to their website last week. A future meeting, primarily to approve the plan, will be held in January or February with the Advisory Committee. **Cliff McClain** agreed to review the updated plan and provide feedback to Met Council. He indicated that previous concerns in rural areas were that irrigators were not being held to the same requirements as municipalities. **Sarah Smith** indicated that the revised report does hold all water users to the same requirements.
- d. Minnesota Department of Natural Resources. **Laurel Reeves** indicated a proposed plan for Moorhead water study was not approved by LCCMR.

She indicated a monitoring plan for wells in the 11 county metropolitan area is now posted on the DNR's website.

Ruth Hubbard asked about clarification regarding future water conservation. **Laurel Reeves** indicated if water users will ask for future water appropriations, conservation rates will be required by January 2010 and by January 2013 by out-state water utilities. DNR will review and approve these appropriation requests.

- e. Minnesota Pollution Control Agency. **Nicole Blasing** indicated new permit fees are being proposed, and are currently being reviewed by the Governor. Application fees for all water and wastewater permits will be raised from \$350 to \$1,240, but are subject to the type of permit (expansion, upgrade, new facility, etc). Annual fees will remain the same. Fees will be retroactive back to July 2009. She indicated this information is available on the MPCA's website. MPCA issued guidance in August 2009 for stormwater or wastewater discharges from water treatment plants, such as RO plants, which

discharge elevated levels of chloride. Monitoring requirements are likely to be increased for these discharges.

- f. Association Director. **Dave Schultz** indicated that AWWA is still in search of an executive director. AWWA will be electing a new president this year from three potential candidates. AWWA MN will be working with a new advertising company from Canada to produce future publications. This new approach will be implemented with no cost to the MN Section.
- g. WARN Update. **Bob Cockriel** and **Pete Moulton** provided an update on WARN. WARN now has 98 members and has a goal of 100 members by the end of 2009.
- h. Minnesota Plumbing Code Revisions. Since **Bernie Bullert** was not able to attend the meeting, there was no report.
- i. Gopher One-Call. **Adam Kramer** indicated calls to the Gopher One-Call are significantly lower than previous years, which reflect a downturn in the construction industry. **Bob Cockriel** expressed concern regarding MnOps desire to expand the Gopher One-Call system. **Adam Kramer** was aware of this desire, but did not have anything specific report on the Gopher One-Call plans.
- j. University of Minnesota. Since **Michael Semmens** was not able to attend the meeting, there was no report.

I. Next Meeting

The next meeting will be on March 18, 2010, at 10:00 am, and will be held at MDH's Snelling Office Park.

J. Adjourn

The meeting was adjourned at 12 noon.

4. CONSENT DISCUSSION ITEMS (Moulton)

Financial Report

Thornley announced that as of December 31, 2009, section income for the year was \$280,518 and expenses were \$282,796 for a net loss of \$2,278. Investments were up for the year by \$70,009 for a net income of \$67,731.

Schultz had submitted an updated director's report based on the winter directors meeting, to wit:

Section Director's Report – January 20, 2010

Association director Dave Schultz attended the AWWA Winter Board Meeting and had the following to report.

1. Jerry Stevens won the election for president-elect in a close race with a run-off between Stevens and Dean Fritzke.
2. AWWA Executive Director Update. National has two excellent candidates and are in the final round of interviewing. President Wollard encouraged all section directors to attend the Washington Fly-in with hopes for a special board meeting to confirm a new executive director.
3. AWWA National Budget – 3% increase. Looks a lot better this year with hopes of making \$\$\$ instead of losing.
4. National is requesting sections to advertise the ACE in Chicago they hope to have 14,000 residents. Minnesota is close, travel costs are low. More info can be found at www.ACE2010.info.
5. National set aside \$300,000 for new programs; requests can come from staff and sections. My thought is a joint request for shared paid staff with Michigan as a start-up program – food for thought.
6. A push for the newly created John Lechner Award of Excellence to recognize a section Manufacturer/Associates Council member who has demonstrated exemplary service to the drinking water industry. I do have the entry requirements.
7. Minnesota Section needs to be more pro-active in submitting national awards and candidates. This may be a committee issue that can be discussed further.

8. Food for thought – there was some discussion of section banquet attendance. Many sections are reporting poor turnout. Some sections changed the banquet night to the first night of the conference, which resulted in a four-fold increase in numbers.
9. AWWA did a nice presentation on their new custom publishing service. They hope to get sections to use this in the future.
10. A Program Analysis Matrix was presented with good reception from all sections.
11. Cal-Nev presented their AWWA certification program where AWWA does the operator certification program and not the state.
12. National is changing the way section services are delivered, moving toward an ala-carte menu, web site development and maintenance (Minnesota should look into this), e-commerce, conference services (registration, etc.), career center, committee management, and more. Sections pick what they want.
13. E-learning opportunities are being expanded; sections can do shared e-learning courses that national offer.

Some of the items in the report discussed were the possibility of sharing paid staff with the Michigan Section and the issue of the banquet at the annual section conference and the possibility of changing the night of the conference as well as the way the banquet is promoted and conducted. There was a concern that the banquet was viewed by some as a “high society” event with a focus on the leaders of the section and not for the rank-and-file members. Lubovich will review attendance numbers from the banquets in recent years, and the issue can be discussed again at the May board meeting. Schultz will also be available at the May meeting to talk about the association’s Program Analysis Matrix.

Stai moved and Eaton seconded to approve the consent discussion items. Motion approved unanimously.

5. **UNFINISHED BUSINESS**

Selection of Publications Vendor

Publications Committee Chair Karla Peterson had developed a request for proposal and solicited bids for the publication of the *Breeze*. The committee selected finalists and recommended the hiring of Kelman and Associates, a decision that was ratified by the board by an electronic vote. Moulton suggested that the board members in the room should try to publish at least one article in the *Breeze* per year. Thornley suggested that the district trustees and council/committee chairs should do separate reports for the *Breeze* rather than just publishing the minutes.

Travel Policy (Spain)

A committee (Stai, Peterson, Eaton, and Spain) was formed to make recommendations on our travel policies for members and to find out what policies other sections have. Spain had submitted a proposed travel policy that was developed after checking with several sections about their travel policies and incorporated some of their policies. A travel policy already exists for the section that includes a travel authorization and expense report form; the proposed policy focuses on the programs the section wishes to support and that require travel on the part of members. Members are encouraged to direct comments to Spain by the end of February.

Shea moved and Stai seconded to vote on the new travel policy at the May board meeting. Motion passed unanimously.

Board Member Travel Expenses/Friday Board Meeting at Annual Conference

At the September 28, 2009 board meeting, the issue of travel expenses for members to attend board meetings was discussed.

During discussion of travel expenses to board meetings at the September 28, 2009 meeting, a motion was made and then postponed to eliminate the board meeting on Friday morning at the annual conference. During the annual conference, board meetings are held Monday night, Tuesday morning, and Friday meeting, necessitating lodging expenses over several days. The possibility of either keeping the meetings closer together or having a conference call in lieu of a Friday meeting was discussed. A motion was made to eliminate the Friday board meeting. A motion to postpone indefinitely the main motion was made and passed.

Eaton moved and Tracy seconded to reconsider the issue of travel expenses and the Friday board meeting. Motion to reconsider passed unanimously.

Thornley moved and Stai seconded to cover mileage expenses and a Thursday night hotel room for those who need such reimbursement to attend the Friday morning board meeting in addition to the expenses already covered (mileage expenses and Monday night hotel room). Motion passed 15-1 (Eaton opposed)

Hiring of Volunteer Coordinator

In 2009, the board approved the hiring of a volunteer management coordinator to follow up with section volunteers and perform other administrative duties. The budgeted amount for the coordinator was \$4,000, but it was decided to combine this position with an administrative assistant sought by the membership committee, bringing the expense to \$7,500.

Eaton is still looking for people who are passionate about fulfilling Volunteer Coordinator positions. It is not a full time job. Eaton has the job description, which was distributed to the board members last fall. Eaton will actively pursue a volunteer for this position..

Shea moved and Stai seconded to table the item until May board meeting or until we have a person to fill the position. Stai seconded. Motion passed unanimously.

6. **NEW BUSINESS**

Policies for Sharing Member Information and Attendee Lists (Thornley)

Vendors who display at product shows at our annual conference and district schools sometimes ask for member lists and/or a list of attendees at the conference or school. Should this information be shared with vendors who probably plan on using it for solicitation purposes? Should registration forms for the conference and district schools include an opt-in/opt-out check box so that the information shared will be of only those who have granted permission?

Spain moved and DuChene seconded to allow the conference attendee list to be distributed but not the membership list. Motion passed unanimously.

Sites of Future Board Meetings (Thornley)

This is the final year of our contract with Riverwood for the January working session and board meeting. The site of the May 2010 board meeting, to be held in the Southeast District, also needs to be determined.

Eaton moved and Stai seconded to hold the May meeting in Faribault on May 7. Motion passed unanimously.

Eaton moved and Shea seconded to reconsider the board meeting schedule that would reduce expenses and inconveniences. Motion passed unanimously.

Eaton moved and Spain seconded to form a committee to come up with an alternative board meeting schedule. Sweers, Vempati, Volker, Eaton, Tracy, and Vollbrecht agreed to serve on the committee. Motion passed unanimously.

Regional Meeting of Section Officers (RMSO) and Johnny Holm Concert

The 2010 Regional Meeting of Section Officers will be held in Minneapolis Friday, April 16 and Saturday, April 17. We need to determine who is going from our section. We will also be participating in providing the Friday night entertainment, which will be a trip to the Water for People concert in Medina. Two sponsorships of \$1,500 each will cover the costs of 48 people to the concert as well as to a pre-concert reception that will include food. This may be cheaper than paying for individual meals in addition to concert tickets.

Shea moved and Tracy seconded to approve \$2,500 for the RMSO entertainment and the Johnny Holm concert. Glassing moved and Eaton seconded to amend the motion to approve the request and apply the expenses to the current budget. The motion to amend was defeated, 3-12. Eaton moved and Tracy second to amend the motion to consider who from the section will be attending and if they will need to stay at the hotel. Twelve (Belden, Tracy, Eaton, Stai, Sweers, Spain, Moulton, Glassing, Schultz, Thornley, Vempati, and Volker) will attend and six (Stai, Sweers, Spain, Moulton, Volker, Schultz) will need a hotel. Shea moved and Spain seconded to stop discussion. This motion was approved unanimously. The main motion, to approve \$2,500 for the RMSO entertainment and concert, was approved unanimously.

Spain moved and Tracy seconded to have board members commit to attending the RMSO by February 15. Motion passed unanimously.

Vempati will coordinate with Thornley to send an e-mail out to confirm board members' presence at RMSO and whether they need hotel room.

Water Utility Council Budget (Shea)

The Water Utility Council is requesting an increase in its budget to add an additional utility member to the Fly-in in Washington.

Eaton moved and Stai seconded to approve additional funding for the fly-in. Motion passed 8-4.

Competitions Committee (Bergantine)

The Competitions Committee is requesting an increase in its budget. This was removed from board consideration.

Summer Workshop

The AWWA Summer Workshop in Denver will be held July 29-30. Glassing, Moulton, Spain, Vollbrecht, Eaton, Volker, Tracy, DuChene, and Vempati are interested in attending.

ACE

Moulton, Belden, Tracy, Thornley, and possibly Stai will be attending the AWWA Annual Conference and Exposition in Chicago. Belden suggested that section members who will be attending meet for lunch.

Attire

Spain indicated that the Membership Committee suggested that new members get a cap, t-shirt, and pin, and he would like input from board members on the subject.

7. NEXT BOARD MEETINGS

May 7, 2010 in Faribault.

8. ADJOURNMENT

Stai moved and Eaton seconded to adjourn. Motion passed unanimously at 12:22 p.m.

Minutes submitted by Stew Thornley, Secretary/Treasurer, and Uma Vempati, Assistant Secretary/Treasurer.