

MINNESOTA AWWA GOVERNING BOARD MEETING

Thursday, July 14, 2011

1. CALL TO ORDER (Tracy)

Called to order at 9:03 a.m.

2. ROLL CALL (Thornley)

POSITION	NAME	PRESENT?
Executive Board of Directors		
Chair-elect	Carol Blommel Johnson, Apple Valley	Yes
Chair	Bert Tracy, Golden Valley	Yes
Past Chair	Pete Moulton, Saint Peter	Yes
Director	Bill Spain, St. Cloud Technical College	Yes
Secretary/Treasurer	Stew Thornley	Yes
Assistant Secretary	Uma Vempati, HDR Engineering	Yes
District Trustees		
Central	Lisa Vollbrecht, St. Cloud (exp. 2013)	Yes
Metro	Mike Bramwell, Champlin (expires 2011)	Yes
Northeast	Mark Proulx, Duluth (expires 2011)	No
Northwest	Brian Bergantine, AE2S (expires 2012)	No
Southeast	Dennis DuChene, Faribault (expires 2012)	No
Southwest	Jeff Larson, Marshall Mun. Util. (expires 2013)	No
At-Large	Lyle Stai, Retired (expires 2012)	No
Councils and Committees		
Administrative & Policy (APC)	Jon Eaton, Bloomington (expires 2011)	Yes
Conference (Conf)	Corey Lubovich, Hibbing (expires 2010)	No
Minnesota Associates (MAC)	Rod Ganther (exp. 2010)	No
Public Affairs (PAC)	Myron Volker, Owatonna (expires 2012)	Yes
Training & Education (TEC)	Chris Glassing, ACIPCO (expires 2013)	Yes
Water Utility (WUC)	Pat Shea (expires 2012)	Yes
Others:		
	Mona Cavalcoli, Volunteer Coordinator	Yes

3. APPROVAL OF AGENDA (Tracy)

Spain moved and Eaton seconded to approve the agenda. Motion passed unanimously.

4. CONSENT REPORT (Tracy)

MINUTES APPROVAL:

April 15, 2011 – Governing Board meeting

Corrections/Additions:

FINANCIAL REPORT (Stew Thornley)

As of May 31, 2011, section income for the year was \$136,332 and expenses were \$84,861 for a net gain of \$51,471. Investments were up since the beginning of the year by \$18,492 for a net income of \$69,962.

CHAIR'S REPORT (Bert Tracy)

As Chair of the section, I had the opportunity to attend the ACE Conference in Washington, DC. After a very busy and rewarding week in DC, I am just now getting settled back into the demands of work and AWWA section duties.

The conference was another success for the association. There were many very good training sessions and an outstanding vendors' display. On Sunday, Laura and I volunteered to judge the vendor booths. The Water for

People Awards luncheon was held on Monday where Herman Dharmarajah and I accepted the Water for People Award on behalf of Dave Holland.

On Tuesday, we attended the AWWA Volunteer Appreciation and Section Awards Celebration where Herb Watry accepted the Minnesota Section Club Seven Award for the highest percentage increase in membership for 2010. Our section had an 11.87% increase in new membership from the previous year--more than any other section in our division.

Also, while attending ACE, Uma Vempati, Jon Eaton and I took the opportunity to discuss AWWA issues with staffers from Erik Paulsen's and Amy Klobuchar's offices. The issues that AWWA requested members to discuss with representatives were: Water Infrastructure Finance and Innovation Authority (WIFIA) and Chemical Facility Security issues. This was the first time any of us have addressed water issues on Capitol Hill. Meeting with staffers was a very enlightening and rewarding experience. Uma, Jon and I also took advantage of the opportunity to meet our senators at their respective Minnesota breakfasts on Wednesday and Thursday mornings.

PAST CHAIR'S REPORT (Pete Moulton)

It has been a privilege to work with the volunteers of the Minnesota Section of the American Water Works Association. The past 6 years have given me the opportunity to lead a group of dedicated individuals who truly have the best interest of the Section in their daily duties.

As past-chair the main focus was to further our organization some of the goals I worked toward included:

Update the Strategic Plan and work with the incoming chair to promote our organization.

Keep our vision and mission visible and obtainable. .

Support the Section Chair in leading the Section to the attainment of goals established early in the year.

Work with other Section Officers and the Section Committee Chairs to ensure satisfactory performance.

This has been an educational experience for me and I appreciate the confidence the members have shown in me.

Thanks for the opportunity.

"Dedicate some of your life to others. Your dedication will not be a sacrifice. It will be an exhilarating experience because it is an intense effort applied toward a meaningful end".
Dr. Thomas Dooley

ASSOCIATION DIRECTOR'S REPORT (Bill Spain)

I need to start this report with a sincere thank you to Dave Schultz, Past Director of MN Section. Dave was extremely gracious in introducing me to AWWA Board members and staff both in D.C. for ACE and last January at the Director Board meeting in San Antonio. It was obvious that Dave has done an excellent job in representing the MN Section at the national level. I only hope to have at least that much impact on the AWWA Board of Directors in the future. Again: Thank you Dave for the mentoring that has only begun and his service to the MN Section and AWWA. The Section will need to make sure we use Dave's knowledge and expertise for years to come.

Some new initiatives that will be coming from AWWA include an addition to the website called Communities of Interest. This is in the development stages with the first topic being Water Conservation. The hope is to reach beyond the normal membership of AWWA and spark interest in a more diverse range of potential members. Future topics are in the works that were discussed at the Board meetings. AWWA is planning some major changes to the home page with the outcome being a much simpler navigation process. AWWA is also revamping the Life Membership category. In the future there will be some changes made at this level of membership which are posted below. This membership category is currently projected to be the AWWA's largest growing membership group, thus cannot be fully supported by AWWA without some form of fee. This information was voted on and approved by the Board. Other membership categories will also be seeing changes in the near future.

Life Member

1. Approve adding an additional qualification of "a minimum of 65 years of age" to the requirements to become a Life Member;
2. Grandfather any existing Life Members who have achieved Life Member status, regardless of whether they have achieved 65 years of age;

3. Eliminate the dues payment exemption for Life Members;
4. Direct staff to draft modified AWWA bylaws incorporating the changes summarized in items 1 through 3 above for subsequent submission to the Executive Committee and the Board of Directors and with an effective date of January 1, 2012;
5. Direct staff to add a dues amount for Life Members of \$85.00 per year effective January 1, 2012.

Attending the ACE is an educational and awe inspiring experience. The seminar opportunities are endless and the vendor exhibit is second to none. I need to thank my employer, St. Cloud Technical & Community College for supporting me in this endeavor. For those of you that understand my fishing and outdoors passions, the ACE far surpasses any sport show venue for variety and new technologies that I have had the opportunity to see. Also at the ACE the MN Section Membership Chair, Mr. Herbert Watry was in attendance to receive the Section 7 Award for greatest percentage increase for the MN Section.

Our prestigious Chair: Bert Tracy entrusted Mr. Schultz and me to entertain Mr. Watry for an evening in Washington D. C. The task was demanding, but I would rank it as a completed mission.

I will be attending new director training and summer leadership conference in late July in Denver.

VOLUNTEER COORDINATOR'S REPORT (Mona Cavalcoli)

I've kept up the e-Breeze by soliciting input on a monthly basis, and publishing the electronic newsletter on a mid-month basis. The Committees and Districts have been quite responsive in sending information to me for publication, and I'm pleased to say they even send things now without being asked.

I had a conference call with Mike McNabb who will succeed Herb Watry as Membership Committee Chair; Mike and I will be working on developing a new Section Membership Plan this summer, so that it will be ready to implement in September.

I have continued to send website reviews and updates to Carol K, and I've been communicating with committees that have out of date information on their pages to try and bring everyone into the present. My communication with IT Committee has not been as consistent as I would like, due to my own schedule, and Carol has been focusing much of her effort to finalize the new online registration function so that it is ready for the Annual Conference. We will, however, be working to get back to a regular bi-weekly check-in and update habit so that we can keep the website updated and active.

Board/Executive Committee: I have a standing bi-weekly call with the Chair and Chair-Elect; and we have now established the first Wednesday of every month as a conference call with the Executive Committee. I provided a proposed scope of services for the coming year to the Board/Executive Committee for review and discussion.

I attended ACE11 in Washington, DC, and while there was able to attend the MN AWWA MAC Luncheon on Monday, and to meet a number of MN AWWA members.

DISTRICT REPORTS

Central District (Lisa Vollbrecht)

The 3-day Ruttger's Conference was held June 8 -10, 2011. Registration was done slightly from previous years; a minimal loss was taken. There was a mix of speakers including utility, vendor, engineering and regulatory representatives. Highlights included a motivational speaker, 20 Questions, Meter Madness and Regulatory Updates. Nearly \$400 was raised by participants for Water For People; Thank You to AE2S, SEH and Ruttger's Bay Lake Lodge for assisting with prizes. Mr. Gaylen Thompson will represent the Central District at the annual conference Meter Madness competition.

The 1-day St. John's training session will be October 19, 2011 at St. John's University. The Planning Committee will meet in August; the agenda will be available shortly after.

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)

The Metro District held its 2011 Operator School April 5-7 at the Ramada Mall of America in Bloomington. Nearly 250 registrants came to the school. The district had a gross profit of nearly \$16,500 and a net profit (after assessments) of more than \$13,000. The school included a product show and Meter Madness. The 2012 school will be in a new location, at the Ramada Plaza in northeast Minneapolis, from April 3 to 5.

Northeast District (Mark Proulx)

The 2011 Northeast District AWWA school was held on May 18 - 20 2011 at Superior Shores in Two Harbors. The 2012 school will be May 16-18 at Sugar Lake Lodge near Grand Rapids.

Northwest District (Brian Bergantine)

A planning meeting for the 2011 AWWA Northwest District Water Operators School was held on April 19, 2011, at the Hampton Inn in Bemidji. The 2011 AWWA Northwest District Water Operators School will be held from November 29 through December 1, 2011 at the Hampton Inn in Bemidji. Topics of the school tentatively include: (1) mutual aid; (2) lab ethics and sampling; (3) risk management; (4) on-site chlorine generation; (5) source water protection; (6) testing equipment; (7) zebra mussels; (8) private wells within Cities; (9) aquifer management plan for Clay County; and (10) sustainable water quality. Exam prep sessions and certification exams will also be on available. We plan to have a product vendor show on Wednesday, November 30, 2011. We ask that any vendor interested in displaying at this event contact Brian Bergantine of AE2S at (218) 299-5610. The fee for displaying is \$20 and we also request that each vendor submit a door prize to be donated for Water for People, which will be given out during the product show. Other hands-on activities will be taking place at the Bemidji Public Works Shop and will include a water taste test, pipe tapping, and meter madness competition.

Southeast District (Dennis DuChene)

The 2011 SE District Fall School was held at Cabela's Northwoods Conference Conference Center in Owatonna on Friday, October 14. A planning meeting will be held in August.

Southwest District (Jeff Larson)

The one-day Southwest District Operator School was held April 13th at the Redwood Area Community Center in Redwood Falls. There were 70 attendees.

David Rindal with the Minnesota Department of Health discussed updates including fluoride levels. Tony Schrantz with Water Conservation Services gave a presentation on leak detection. New meter technology was provided by Marty Glodoski of Sensus and Beth Peterson of HD Supply. Recent OSHA inspections and chlorine safety was covered by Jim Dolan from Minnesota Municipal Utilities Association. Steve McSherry with Wigen Water Technologies presented on R.O. and nanofiltration. A product demonstration was provided by Leonard Heinemann of Dakota Supply Group. The staff from Redwood Falls provided a tour of their new water plant.

Meter Madness results:

- 1st, Jason Monnens of St. James
- 2nd, Dave Ervin of Olivia
- 3rd, Eric Roos of Worthington

Taste Test Winner:
Redwood Falls

The next Vice Chair of the SW District will be Jim Jones of Mankato.

The fall Southwest District Operator School will be held early October in Marshall. The summer planning meeting will be in August.

Trustee-At-Large (Lyle Stai)

Since my last report, I have attended three-day schools for the Northeast and Central districts. I heard many favorable comments regarding the course presentations from the attendees at both of these schools. It is the goal of each of the district planning committees to provide interesting and up-to-date topics. If you would like to take part in your district's planning committee activities, just contact one of your MN Section district officers.

COUNCIL/COMMITTEE REPORTS

Administration Council (Jon Eaton)

Awards (Nancy Zeigler)

The committee invites any MNAWWA member to present nominations for MNAWWA volunteers to be the 2011 Volunteer of the Year. Nominations must be sent to Stew Thornley (MNAWWA Secretary/Treasurer) at stew.thornley@state.mn.us by July 1, 2011. A description of the award and the nomination entry form can be found at www.mnawwa.org.

If you are interested in joining the Awards Committee, please contact Nancy Zeigler. Contact her at 763-287-8316 or nzeigler@wsbeng.com. Committee members attend three meetings per year (either in person or by conference call) and perform various tasks between meetings to meet the committee's goals. MNAWWA awards for 2011 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)

The Finance Committee met on Friday June 3, 2011 at the Engineering America offices in Oakdale. Chair Doug Rovang, Tony Belden, Sec/Treas Stew Thornley, Asst Sec Uma Vempati, and APC Chair Jon Eaton attended the meeting.

The Section Financial Status report for April, 2011 was distributed and reviewed.

The committee reviewed the investment values and continued its discussion on the investment performance and asset allocation status. Wells Fargo Fund Advisor Travis Johnson continues to transfer some investment funds into less aggressive investments, and will continue to do so over the next several months.

Committee members reviewed all submitted 2012 budgets. The committee performed its fiduciary responsibility by modifying the \$25,680 negative budget gap to a \$245 positive budget gap. Secretary-Treasurer Thornley will update the Executive Board. The Section Board will approve a final 2012 budget at its meeting during the annual conference in Duluth in September.

Information Technology (Carol Kaszynski)

No report.

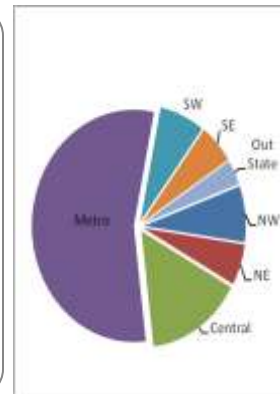
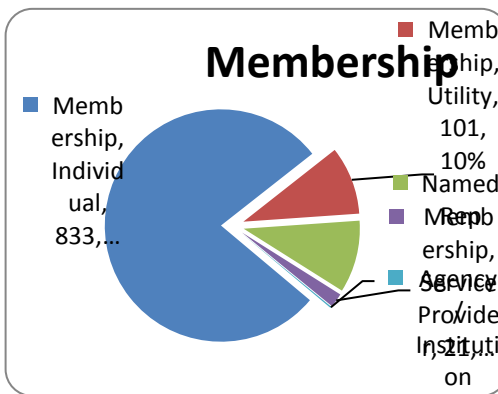
Membership (Herb Watry)

A HUGE THANK YOU TO THE BOARD for allowing me (Herb) to go to DC. It was a quick trip but had a great time.....

As of June 30, the Minnesota section has 1037 members, 46 are considered late, and we are ranked #20 among the other sections.

Below are the statistics:

	Individual	Utility	Named Rep	Service Provider	Agency/Institution	
NW	58	11	11	0	1	81
NE	39	9	10	1	0	59
Central	123	16	16	1	0	156
Metro	476	36	45	11	1	569
SW	50	13	12	0	0	75
SE	44	8	8	0	0	60
Out State	27	1	0	9	0	37
	817	94	102	22	2	1037



Membership Committee Chair and Chair Elect have been working diligently with Mona Cavalcoli to develop a strategic / action plan for membership development. By the fall general conference we will have a detailed plan that includes specific goals and wells as detailed tactics to achieve those goals. This is not a finished document but a work in progress. Some goals and/or tactics might include:

Membership Goal:

- Increase (and maintain) membership retention rate.
- Obtain at least 100 new members.
- Attainment of goal will be through recruiting and retention effort goals noted below.

Committee Member Goal:

- **Obtain 1 more ACTIVE committee member.**

Recruiting Goals:

- Increase the number of recruiters with new members by 10%. New Member Meeting or other activity to be held in September, 2011 to coincide with September Annual Conference.
- Develop / expand Facebook and other electronic social networking resources and programs.
- Develop plans / tactics for targeting new corporate members; start with attendees at Annual Conference that are not AWWA members. Also, develop action plan for reaching out to potential corporate members in the water industry that are not current members.
- A letter to newly licensed operators in Minnesota might help increase participation. Committee will develop this with help from leadership team
- Encourage everyone to participate in the 2011 Membership Drive. 1st prize is an Apple iPad.

Possible Retention Goals / Activities:

- **Mentoring Program** –develop / expand Mentor Program. This has met with success in other sections.
- Partner with the YP for New Member recognition at Annual Conference. Network with all young professionals recruiting or retaining as necessary.
- Utilize resources. The membership chair and chair elect have had frequent correspondence (e-mail and conference calls) with Mona. She has been working very hard on keeping the data base up to date.
- The next committee meeting will be held via conference call in May.

Nominating

Director (Bill Spain)

Bill Spain began his term as Director at the June 2011 ACE. Mr. Spain's term will end in June of 2014.

Chair-elect (Pete Moulton)

At this year's Annual Conference in Duluth, the MN Section will be electing a Chair Elect and appoint (by the Chair) a Secretary Treasurer. The Chair-elect nominees are Pat Shea and Lyle Stai. Both will have biographies, stating their involvement in AWWA, future Section goals, and how they plan to implement them, in the Fall 2011 Conference Breeze.

Trustee-At-Large (Lyle Stai)

The current term ends in Oct 2012.

Conference Council (Corey Lubovich)

Preparation for the MN AWWA Fall Conference is now in full swing. The program agenda is being completed with confirmed speakers, outside activities, and educational tracks. The registration forms for both the vendors and attendees will be available on our AWWA web site.

A "call for exhibitors" mailing is going out at the time of this writing. Last year the conference had 98 booths registered. The "at a glance" page which depicts the various sessions and times is also near completion and will be available on our web site.

The musical entertainment this year will be the first ever "MN AWWA All Star Jam Band". The core of this group consists of myself on drums, Rod Volker on guitar and Tim West on bass. I have been approached in the past about assembling a group of musicians from our section and this year we will give it a try. So if you, or someone you know plays an instrument or sings and wants to join us for a couple of tunes at the conference, please see me when we are there. I am trying to recruit talent within our section to participate. We will be playing during the MAC Social and also during the AWWA Appreciation Night.

If we miss a few notes here and there, please don't throw anything at us.....except money!

Pass the word around and I will see you at the DECC!

Minnesota Associates Council (Rod Ganther)

The June 24, 2011 MAC meeting was held in the conference room of Barr Engineering, in Bloomington, MN. The meeting was called to order by Council Chair Rod Ganther at 9:00 AM.

Attendance

MAC members present at the meeting: Voting Members - Scott Bredehoft, Brad Forester, Rod Ganther, Bob McNutt, Kelly Lange-Haider, Brian Zinnel, Steve Mereness and Dave Harris. Non Voting Members – Brian LeMon, Chris Voeltz, Chris Glassing and Bo Johnston

Approval of Minutes

Dave Harris made the motion to accept the minutes from the March 9, 2011 meeting. Scott Bredehoft seconded the motion. The motion passed.

MAC Updates

Rod Ganther reported that the MAC budget for 2012 was approved as submitted with the exception of the increase for the MAC Social at the Annual Conference. The Social increased from \$5000 to \$6000 due to the fact that we will be reserving the entire facility at Grandma's this year rather than the space we have used in past years. Rod felt that we can get the money from the Finance Committee because we are planning to raise the booth fee. Rod will verify with Bert Tracy.

Rod reviewed the newsletter put out by the MAC National Committee

Rod reviewed a report from the National AWWA regarding funding levels for 2011. SRF funding is down from last year but still up from two years ago.

Committee Reports

Exhibits Committee: Chair Scott Bredehoft gave the report

Scott reported that the call for exhibitors should go out by the end of the month. Registration expected to open September 1.

Rod Ganther questioned whether a final decision had been made regarding increasing vendor booth fee. There was a lengthy discussion regarding what the proper and comfortable number is. All in attendance agreed that \$300 is the "magic number" that we do not want to go over. Current fee is \$255 for members and \$395 for non-members. As discussed earlier the cost for the MAC Social has gone up. The increase in booth fees can be used to cover that increase. There was discussion about whether to increase the fee to \$295 this year or increase to \$280 this year and \$295 for 2012. The two step approach was generally considered to best. Chris Glassing offered the opinion that this is a decision that required a motion. Dave Harris made a motion that the cost of exhibit booth fee for the 2011 Annual Conference be increased by \$25 for member and non-members, to \$280 and \$420. Scott Bredehoft seconded. Motion passed. Rod will bring to the Board at the next meeting.

Chris Voeltz asked about availability of a booth for Water for People. He questioned if it is right to turn away potential paying customers so that WFP can have a free booth. Water for People uses the booth to advertise the concert and raise money for Endowment and WFP. Scott indicated that we will continue to make booths available to Minnesota Rural Water, Minnesota AWWA and Water for People.

Conference Program – Brian LeMon gave the report

Brian LeMon inquired about the scheduling of the mini sessions. Brian Zinnel reported that they are waiting to see what happens with the pipe tapping competition. We don't want the mini sessions to interfere with the competitions.

Brian reported that the rest of the Conference was essentially planned. He is waiting for a signed contract from Paul Douglas, who is the keynote speaker this year.

Brian reported that the schedule had been sent to Cory Lubovich and he will post it on the website.

Brian Zinnel gave an update on the mini sessions. Mini sessions are the last piece of the puzzle for this year's conference. We have decided to go with a moving podium and have vendors do their presentations at their booth rather than having a room in the corner of the exhibit hall. Brian Z said that he is waiting for the schedule for the competitions before setting the schedule for the mini sessions. He said that there are people who wanted to do mini sessions last year that were not able to, and they will get first chance this year. Dave Harris proposed the idea of asking for a donation to Water for People or Endowment fund to be able to do a mini session. There was some discussion about what the selection process is or should be. Rod questioned if the donation was going to

take effect this year. Brian Z felt it would not be feasible to get the mini session sign-up on this year's registration form. There was discussion as to what the amount of the donation should be, with general agreement that \$50 is too much and \$20 - \$25 a more reasonable amount. Rod asked how we will go about getting the word out to potential presenters. It was decided to include a request for speakers in the conference sign-up materials. It was decided not to start collecting the donation until next year.

Bob McNutt asked if there were any major changes to the schedule this year. Brian L said that there were no big changes this year. After much discussion the board has decided not to change the MAC Social or the banquet schedule this year.

Brian LeMon pointed out that the IMAX Theater has closed. We are trying to see if we can do a movie as part of the opening session where we eat breakfast.

Chris Voeltz asked about the possibility of allowing operator exams at the conference as a way to increase attendance. Chris Glassing stated that by offering exams at the conference it might make it easier for an operator to justify attending the conference. Brian LeMon stated that there is some question as to who has the authority to make a change like that. He indicated that we should ask the board to get involved. It is probably too late to make that change for this year's conference. Chris Glassing said that he will put it on the agenda for the next board meeting to discuss the operator exam issue. Brian LeMon said that the organizers of the regional schools might not like the idea.

Golf/Skeet/Fishing

Brad Forester reported the golf outing is set for Tuesday with lunch at noon and shotgun start at 12:30 at Lester Park Golf Course. The fee this year is \$55, up from \$50 last year. There will be the same prize holes and golfers will be able to buy mulligans. Sponsor signs from last year can be re-used. Cost of sponsorship is \$200. Money raised by the golf outing is split 50/50 between Water for People and the Endowment fund. Chris Glassing asked how the money raised by the fishing tournament and skeet shooting is distributed. Chris Voeltz indicated that all the money goes to Water for People. Chris Glassing indicated that the money raised by the poker tournament goes to Water for People. Brad Forester pointed out that his name was spelled wrong on the meeting agenda and that his feelings were hurt. Rod promised it wouldn't happen again.

Competitions – Chris Glassing gave the report

Chris said that 5 of the 6 regional meter madness competitions are complete. Dave Harris inquired how the Minnesota representatives did at the national competitions. It was not known how Rob Zwiener did in meter madness. The City of Minneapolis did not do very well in the pipe tapping competition.

The water taste test competition will be headed up by Brian Bergantine.

Greg Johnson has stepped down as the chair of the meter madness sub-committee. Paul Thom has agreed to take over as chair.

After lengthy discussions regarding moving the pipe tapping competition to Grandma's, the committee has decided to keep it in the exhibit hall. One of the major reasons for not moving the competition was the costs involved would be substantial. Another was desire to keep people in the exhibit hall. Moving the competition to Grandma's would take people away from the exhibit hall. There are changes that will be made to improve the flow of people at the exhibits and allow for better viewing of the contest. The contest will now have two teams competing, one right after the other, at the top of the hour. Each competition should take about 15 minutes, allowing 45 minutes between for people to visit exhibitors and for mini sessions. Brad Forester asked how many teams there were last year and how many teams do we anticipate this year. Chris said that there were three teams last year and that we have three teams confirmed for this year with two more teams possible. Six teams would be ideal. Dave Harris will ask Tim Thilly to be a judge for the competition. Rod asked about what, if any, changes were being made to allow for more and better viewing. Chris indicated that he would discuss space needs with Scott as we will need substantially more space to accommodate better traffic flow and better viewing angles. Chris said that they plan on putting up bleachers on at least one side of the competition area.

MAC Social – Dave Harris gave the report for Paul Thom

Dave reported that everything is set with Grandma's, just waiting for the money.

ACE 2011 Breakfast

Nothing to report

Endowment – Rod Ganther gave the report for Shawn Kirsch

Rod reported that the amount in the endowment is \$165,000. It is close to funding itself, which is the goal.

Water for People – Chris Voeltz gave the report

Chris reported that the 2011 concert went well. There were 35 sponsors this year and 600-700 people attended. The concert raised \$11,200 this year, up from \$8,000 last year. The 2012 concert will be on Friday April 13 at the Medina Entertainment Center. Plans are to have the Johnny Holms Band again. We are hoping to get a couple of major sponsors, like Coke, Pepsi, Budweiser or Miller Brewing, to sponsor the beverages at Medina. Plans are to have the pledge forms ready by the annual conference so they can be handed out in the exhibit hall.

National MAC Meeting

Nothing to report. Brad Forester asked if Bernie Bullert had stepped down from the National committee after taking the City of Minneapolis job. Rod will follow up with Bernie to verify his status.

Young Professionals – Bo Johnston gave the report

Bo talked about what the YP committee has planned including a Saints baseball game at the end of July planned jointly with Central States. There is also a brewery tour at Summit Brewing in August. Bo discussed the fresh ideas competition with the winners making presentations at the fall conference. Bo discussed the drawing completion for 2nd – 5th graders. The goal is to make a calendar that can be sold with the proceeds going to Water for People and the Endowment fund. July 1 is the deadline for submissions. Brian LeMon asked about the need for a separate room for the poster presentation at the conference. Bo suggested that the poster competition be moved to Wednesday and take place during the exhibit hall hours. Brian LeMon asked about putting the YP committee meeting on the schedule from 4:15 to 5:00 on Thursday. Rod said that we have talked about getting YP more involved. Bo said that the goal is to have a YP member on each committee to act as a liaison and report back to the YP committee. Rod asked how is YP promoted. Bo said that they do a lot of recruiting at the colleges and universities, mostly with social gatherings. Bo reported that AWWA offers a discount for membership to YP members.

Miscellaneous

Chris Glassing reported that the board had made a major change to the schedule for the fall conference. The banquet will now be called the “AWWA Appreciation Night”. Chris Glassing reported that Cory Lubovich is heading up an ad hoc committee to revamp the banquet.

Next Meeting

The next MAC meeting is scheduled for Friday August 26 at 8:00 AM at 3M corporate office. Shawn Kirsch will organize a tour to start at 8:00, with the MAC meeting to follow at 9:00.

Adjourn

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

Public Affairs Council (Myron Volker)

No report.

Public Information (Todd Bredesen)

The MN AWWA Drinking Water Week Community Recognition Award is a new initiative to promote Drinking Water Week, May 1 – 7, 2011. Drinking Water Week is an opportunity for utilities to promote drinking water through celebrations, activities, tours, etc. within their communities. Nominations can be submitted to the AWWA Public Information Committee Chair, Todd Bredesen, by June 1, 2011.

A Community Recognition Award will be presented to the community that best demonstrates creativity and outreach efforts to promote and celebrate Drinking Water Week. The selected community will be presented the award during a public meeting, a press release will be sent to the local media to announce the community's achievement, and a \$200 gift certificate to the AWWA bookstore. Information on the award initiative is posted on the website. Please nominate your community and/or spread the word about this promotion.

Publications (Karla Peterson)

MNAWWA members can submit articles, photos, and information related to the water industry to karla.peterson@state.mn.us, using the submittal deadlines below.

Fall 2011 issue (*Conference Issue*)

- a) Advertising/editorial content deadline - Friday, July 8
- b) Art proof to MNAWWA for review - Monday, July 18
- c) Art proof returned to CK - Wednesday, July 27
- d) Finish print and deliver to USPS - Friday, August 5

Conference Programs and Posters (to be submitted to Corey Lubovich)

- a) Material deadline: - Friday, August 5
- b) Art proofs to MNAWWA - Wednesday, August 17
- c) Proofs returned to CK - Wednesday, August 24
- d) Finish print and ship - Friday, September 2
- e) With Conference Council Chair - Wednesday, September 7

Winter 2011 issue

- a) Advertising/editorial content deadline - Friday, Oct. 28
- b) Art proof to MNAWWA for review - Wednesday, Nov. 9
- c) Art proof returned to CK - Friday, Nov. 18
- d) Finish print and deliver to USPS - Tuesday, Nov. 29

Water for People (Chris Voeltz)

Items of Interest

- **Spring golf tournament** – The 5th annual Water For People was held on May 26th at Willingers golf club. 69 golfers participated in the golf event and \$1,318 was raised for Water For People. The first place team with a score of 57 was Mark Hines, John Selsvold, Tom Carlin and John Millya.
- **Kenneth J. Miller founders award** – The Kenneth J. Miller founders award was established in 2001 by the board of directors of Water For People to honor outstanding volunteers for their service and leadership in the advancement of the Water For People mission at the local committee and regional levels. The founders award is presented annually to a volunteer selected by each local Water For People committee of the AWWA Section or WEA member association. Dave Holland of Bolton & Menk Engineering, Inc. has been selected to receive this prestigious award.
- **2011 Concert** - The 3rd annual Water For People was held at the Medina Entertainment Center on April 15th. Over 700 people and 34 sponsors helped support this year's event to see the Johnny Holms Band and Brad Boice. The concert raised \$1,226.23 for Water For People. Thank you to everyone contributed, volunteered, and joined us at Medina.
- **2012 Concert** – The 4th annual 2011 Water For People concert will be on April 13th 2012. The committee is in the process of reserving the venue and entertainers for this event. The committee plans to seek pledges from potential sponsors at the MN AWWA vendor show in Duluth September 28th.

- **2011 MN AWWA annual conference** – there will be three different fundraising events and the 2011 MN AWWA conference on September 27th. Fishing on Lake Superior, golfing, and sporting clays will be available for fundraising for Water For People and the endowment fund.
- **Water For People committee meeting**- The committee will be meeting at Duluth Thursday September 29th. Items to be discussed include: 2012 concert and any new fundraising ideas.

Report prepared and submitted by Chris Voeltz – Water For People committee chair

Scholarship (Doug Klamerus)

Advanced degree scholarship applications are due July 1, 2011. There are three scholarships available in the amount of \$2,500 each.

Only three applications have been received as of 6/29/11. Applications will be reviewed to insure that they meet minimum qualifications and awards will be announced later in July 2011.

Young Professionals (Kevin Renslow)

No report.

Training Council (Chris Glassing)

Education Committee (John Thom)

Minnesota Section AWWA Annual Conference

Contact Corey Lubovich, 218-262-7725, for more information.

September 28-30, 2011—Duluth Entertainment Convention Center.

The following training schools remaining for this year include;

Minnesota Section AWWA District Operator Schools

November 29-December 1, 2011—Northwest Water Operators School, Hampton Inn & Suites, Bemidji.

Contact Jeanette Boothe, 651-201-4697, or Stew Thornley, 651-201-4655, for more information.

Drinking Water Institute (Stew Thornley)

The 2011 *WaterWorks!* Drinking Water Institute for Educators will be in Duluth August 8 to 10.

Management Schools (Scott Anderson)

Planning is underway for the Management Institute which will be held in March 2012. Efforts are being made to keep the costs similar to 2011. Committee members are Scott Anderson – City of St Louis Park, Dave Lemke – City of Golden Valley, Mike Bramwell – City of Champlin, Tim Caruso – City of Hudson, and Beth Peterson - HD Supply.

Research Committee (Doug Lubben and Roger Scharf)

Details regarding the 2012 Surface Water Treatment Workshop will be available later this year.

Safety Committee (Phil Zollinger)

The committee held an ***EPA Risk Management Program Internal Auditing for Water & Wastewater Facilities*** workshop on May 4, 2011 at the Eagan Fire Safety Center in Eagan, Minnesota. An industry professional from MunicipalH2O was flown in to lead the course. The 1-day workshop had 38 registrants and 36 attendees from Utilities and an engineering firm from all over Minnesota and Sioux Falls, South Dakota. The workshop evaluations were very positive with the average scores ranging from 8.0 to 9.4 (out of 10).

We are looking to sponsor additional training this year. I need some feedback, based on your Safety Training needs. How about a 10 hour OSHA construction course? Participants would receive a 10 hour OSHA card.

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 Wannter)

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.

Water Utility Council (Pat Shea)

The Minnesota Water Utility Council second quarter meeting was held June 23, 2011 at the Minneapolis Ultrafiltration Plant located in Columbia Heights Minnesota. Highlights of the meeting include:

Water Powered Sump Pumps – Affect on Public Water Supplies

An overview on water powered sump pumps was presented. It was indicated they are relatively easy to operate and connect, and use water power to create a venture that pulls water through the sump pump. Recently, the MN State Plumbing Board met to further discuss this issue. The primary concern was that the MN State Plumbing Board was not fully considering the effect these may have on municipal water utilities. The three primary concerns with using these sump pumps, as it relates to public water supplies are:

1. Contamination of public water supplies. Currently, backflow preventers are not typically installed with these pumps to protect the public water systems.
2. Public water supplies would be strained in the case of an emergency, which is when these water-powered sump pumps would typically be used.
3. Significant wasting of drinking water. Low-efficiency pumps use 5 gallons of drinking water to pump out 1 gallon from the sump pump.

Karla Peterson indicated that MDH has authority to regulate cross-connections, and thought these pumps may fall into this category. There was discussion that the WUC initiate a work group and develop a position statement regarding the use of these pumps. Pat Shea also indicated that many cities are trying to remove sump pump discharges from their wastewater systems, and these pumps may add significantly more water to be handled by the collection system.

Legislative Report from LMC Representative

Craig Johnson provided numerous updates related to state legislative issues.

There was continued discussion on the prohibition on municipal authority to regulate private well drilling. This has been high priority legislation from the Minnesota House. The bill was defeated this past session, and will likely come up again in the future. On the Minnesota Senate side, there is significant interest in recycling and reuse of water, and there is a belief that additional private well drilling would accomplish that. The general understanding among some legislators is that this bill is a way to stop the wasting of high quality drinking water for irrigation purposes, but this issue is significantly more complicated than just this. For now, the bill has been set aside, and will need to be dealt with next year. Craig Johnson encouraged municipalities to get ordinances in place that provide municipal authority to restrict and regulate the drilling of private wells and encouraged members to visit the League of Minnesota Cities website for more information. He indicated that the only thing which stopped this bill was that mayors, public works directors, and others testified at meetings indicating their concern. SPECIAL THANKS TO RUTH HUBBARD FOR HER EFFORTS ON THIS ISSUE!

There is a related bill to allow manufactured housing (i.e. mobile homes) to form their own utility to deal with water supply and wastewater treatment. The bill would have allowed mobile home users to be charged similar rates to those utilized by cities. LMC was able to provide significant education on this issue relating to how water and sewer rates are set by municipalities. The bill passed the legislature, but was vetoed by the Governor for two reasons. First, proposed rates by the utility were not equitable with municipalities, which were not addressed by the bill, and second, the bill removed the plumbing board's authority to regulate a specific type of valve in toilet systems.

There was legislation to establish protocols for reuse and recycling of wastewater. For now, the bill was set-aside, as it simply matched California's standards, and did not adequately address the different needs that exist between Minnesota and California.

The bill establishing the allocation of the Clean Water Legacy Funding (i.e. Legacy Bill) did not pass, mostly due to disagreement on how the Leesard-Sams Outdoor Heritage Council allocated their funding, as they were required to follow state Open Meeting Law requirements.

Key items related to budgeting and municipalities relate to water appropriation fees. Currently, these go into the state general fund. These will now be dedicated to the DNR, and then appropriated to the communities, which is positive change. However, significant cuts are projected for the DNR, and therefore there may some delay in permitting in the future.

The LMC is gearing up to help manage a potential shutdown. The PFA may be statutorily exempted from shutdown, since their funding comes from repayment of bonds and loans. DOT projects will shut down, which includes projects currently under construction.

There are two items on the LMC website that may be of interest to municipalities and the Water Utility Council. The first is a Law summary that lists bills and vetoed bills that affect cities. There is also a section on items that "did not become law", but are expected to come back again. There is also information on the impending state government shutdown.

Moratorium on Water Quality Rule Making

Bill SF196 placed a two-year moratorium on water-quality or water-resource rulemaking by state agencies such as MDH, DNR, and PCA. The bill passed, but it contained significantly fewer restrictions that were originally proposed.

Stormwater Reuse

Work is continuing for the Met Council's study to consider stormwater reuse, in addition to wastewater reuse. Met Council is looking to identify some industrial customers that might participate in a pilot program.

WARN Update

Current membership is at 207. There was one recent incident in Brownton, MN. There will be a one day workshop in early September in St Cloud. The MN WARN website has good information on how cities can seek reimbursement for an event.

Next Meeting

The next meeting will be held on September 28 at the Duluth Entertainment and Convention Center, during the MN AWWA conference.

Eaton moved and Shea to approve the consent agenda with the financial report pulled for discussion. Motion approved unanimously.

4. **CONSENT DISCUSSION ITEMS (Tracy)**

No nominations had been submitted by the July 1 deadline. We extended the deadline to July 31. Nominations should be sent to Uma Vempati.

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

5. **UNFINISHED BUSINESS**

Cash Prizes (Eaton and Thornley)

Because of IRS reporting regulations, recipients of prizes at conferences and operator schools are required to report the value of their gifts on their income taxes if the gift is valued at more than \$25 (or, if cash, any value). The section must send the recipient a 1099 if the gift is valued at \$600 or more. Should the board set a policy on these prizes and determine if cash should ever be used as a gift?

We will get the name and address of any recipients of prizes worth more than \$600. We will find out from our bookkeeper if we need to get the social security number, as well. Also, if we call the prize a gift rather than a prize, does that change what needs to be reported? Eaton will check with KDV, our accountant, and Thornley will check with Milena Maciag-Rindal, our bookkeeper regarding these questions. Cavalcoli will check with AWWA about this.

Excess Income (Eaton)

Eaton reported at the April 2011 board meeting that it is likely that we will exceed our goals for our reserves and the David Morris endowment in 2011 and that the board will have to consider what to do with the amount in excess of our goals. Ideas discussed including having the districts cutting the fees of their schools as well as districts and the Conference Council spending more on speakers. The Conference Council could also spend more money on speakers. In addition, the board can look back on programs/proposals that were cut from the budget in recent years and restore these programs. The Finance Committee is aware of this and may make recommendations on how to deal with the projected excess income. A motion was passed to keep the issue of excess income within Unfinished Business for the July meeting.

Eaton moved and Stai seconded to instruct the Finance Committee to create a policy regarding excess income. Motion passed unanimously.

On-line Registration for the Section Conference (Lubovich)

Carol Kaszynski, who chairs the Information Technology Committee, provided a report that the committee has been working on the on-line registration and payment process for the section conference. The committee has been working with a consultant, who has provided a variety of options. The options are to use PayPal, use a bank for the transactions, use an on-line conference program, and not provide on-line registration. The options have different fees associated with them.

The board likes the idea of on-line registration but is concerned about the fees. Eaton will contact Wells Fargo to see what fees they would have if we used them for the on-line registration. Lubovich will let Kaszynski know that Eaton will be investigating a money transfer and credit card fees through Wells Fargo.

Eaton reported that on-line registration is now available on the website. The question is whether we will allow payment on-line. The fees for on-line payment are high. Eaton suggested we continue with the same payment method. Registrants have to mail in their payment. If the on-line registration is a success, Eaton suggested that we begin offering this for district schools and other conferences, such as the Surface Water Treatment Workshop.

The Information Technology Committee and the Administrative & Policy Council will continue to investigate cost-effective on-line payment methods.

6. **NEW BUSINESS**

Volunteer Coordinator Scope of Services (Tracy)

Mona Cavalcoli has submitted a potential scope of services outline for 2011-2012. The executive committee discussed this on its June 1 conference call. Some items may involve additional money to be budgeted either for the volunteer coordinator or the committees for which she will be providing services. This includes developing a section brochure for the Public Education Committee and marketing materials for the Membership Committee.

Also, the board should decide if it wants Mona to staff the registration table at our conference in Duluth.

The board decided that Mona should not be stuck at the registration desk, that she should be free to circulate to meet people and observe our operations. The 2012 budget reflects the scope of services for Mona for 2012.

Minnesota Idea Open (Tracy)

The Idea Open “brings everyday Minnesotans together to help solve our state’s most critical issues. It’s like a public town hall, where good ideas can gain momentum through public discussion and idea sharing.” Should we participate?

The submission deadline is July 15, so we are too late for this year, but we can consider it for the future. Vempati will send this more information out to all members. The focus of Idea Open may change from year-to-year, and it may not involve water next year. Shea will check this out.

7. **NEXT BOARD MEETINGS**

Wednesday, September 21, 2011 conference call at 9 a.m.. (Consent agenda reports due on September 7.)

Tuesday morning (11:00) and Tuesday night (6:00 p.m.), September 27 in Duluth.

Friday morning, September 30 at 11:30 in Duluth.

8. **ADJOURNMENT**

Stai moved and Volker seconded to adjourn. Motion passed unanimously at 10:14 a.m.

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