

Draft - NS-AWWA Board Meeting Minutes

Meeting Date: **May 11, 2018**

Location: Woodland Hills Golf Course, 6000 Woodland Hills Drive, Eagle, NE
No conference call capabilities available.

Eric Melcher called the meeting to order at 9:40 AM

ROLL CALL:

Board members present:

Board Chairman: Eric Melcher

Chair Elect: Milo Rust (via cell phone)

Vice Chair: Brittany Travers

Treasurer: John Keith

Secretary: Mary Poe (via cell phone)

Director: Bruce Dvorak

Past Chair: Chad Roberts

Trustee: Marc Rosso

Trustee: Craig Reinsch (acting secretary)

Trustee: absent

Trustee: absent

Board members absent: Jack Satur, Gary Thurlow

Committee Chairs present: Adam Darbro, Teresa Konda, Rob Pierce

Others present: None

10 attendees total in person, 2 via phone, for 12 total attendees.

Approval of March 12, 2018 Board meeting minutes:

Teresa had a correction to the meeting minutes that Ann, not Amy, Williams (page 4) should have been referenced as the Water for People co-chair. Bruce made a motion to approve the March 12, 2018 Board meeting minutes, Marc seconded it, and the motion carried with all present voting aye.

Chairman's Report:

A lot of committee information will be coming out as part of today's meeting.

Director's Report:

The official Association representative to the Fall Conference will be Jim Williams, from the Indiana section, AWWA President-Elect. He has a background as a vendor (MAC), as well as with service to Water for People, among others. There may be something to identify to have him discuss at lunch, experience, etc, as part of future board meeting discussions. There may also be an opportunity for Water for People presentations or involvement, based on his background



The Association has a revised Utilities Program book, as a potential giveaway for activities.

RMSO attendance. A few things learned there. There is free cyber-security content available to Sections for training that may be able to be utilized. Someone will need to be the champion to deliver this info. Future nearby RMSOs will be in Iowa (2021) and Minnesota (2023). It is possible to attend an RMSO in another region. There is one in Kansas in 2021 and Missouri in 2024. Nebraska will be hosting again in 2024. There was some discussion with the Association regarding modifications to RMSO's scheduled for nearby states within different regions.

There is also now an operator exam preparation. Bruce has "tinkered" with the app to try it out. Additional info is available.

There was an extensive discussion of recruiting YPs, students, not active membership in committees. This may be something to discuss, later this summer, such as micro-volunteering. Folks may be more likely to get involved this way.

AWWA will host a Cyber-Threat webinar on March 14. Mary plans to attend.

Report is attached.

Treasurer's Report:

A copy of the most recent budget is supplied. Finances were finalized with the Fall Conference. This year, there may be a preparatory meeting to discuss funds, distribution, collection, etc. NWEA wants to discuss a few items regarding the administrative and other details.

A question was asked about bills paid this month. On the other (budget) report, there were expenses for the conference call(s). CD's will be discussed later in the meeting in reference to depositing to the new investment account. \$8,142.38 was pulled out of a retiring CD and entered into savings/checking for anticipated investment. Balances stated from report (checking, savings, pipe workshop), total \$102,533.78. CD total remaining (other 7) \$56,987.59. The total in all accounts is \$159,521.37.

In May, there were payments for RMSO reimbursements and WFP's wine for water

Bruce made a motion to approve the Treasurer's report, the motion was seconded by Chad and the motion carried with all present voting aye.

See attached checkbook ledger activity and approved 2018 budget for reference.

Committee Reports:

Archives & History: No report

Audit: No report

Awards: No report. However, nominations have not yet been requested. May need to check e-mail blast letting people know what is available and follow-up.

Budget: No additional discussion.

Cross Connection: To add on it, the agenda for backflow/CC workshops have yet to be finalized. There is a flyer out and the dates are set. Any other comments on discontinuing the backflow challenge? It has been discontinued at this year's Fall Conference. Sessions and a track will be provided, but not the competition.

Report is attached.

Education: 12 workshops, serving 190 operators have occurred in conjunction with the League of Nebraska Municipalities. It is anticipated that 8 more workshop sessions will be added. The Section will participate again in the Area 1 Training Grant workshop that will be held May 17 at Camp Carol Joy Holling in Ashland. 73 people are registered, 75 is the maximum attendance for the venue, which doesn't include speakers. This will be a good group and the activity continues to grow, and is anticipated that subsequent workshops will be even bigger. It is a great value for the facility, and the grant helps provide the food service, and other materials. In the last session, there will be a hands-on residual chlorine demonstration. The field guides will be provided at this time, one per system, so there should be plenty (50 total). Thirty (30) Small Systems Water Operator field guides have been purchased with the Section bookstore allotment, to supplement those (20 copies) provided with the grant.

The Section was contacted by the Association regarding the USDA grant for training purposes. The main intent of the grant is to go to small systems (<2,500) and discuss different training opportunities available. The actual work would be to go out to the systems and work on the application aspects of the grant. Anything beyond the training event may be too much for the Section. Perhaps the Association office would help, but that doesn't seem to be the case. The Section may not be able to participate. Some discussion has been had with MAP (Midwest Assistance Program; discussed with Marty Ostransky and Dennis Carroll) for their assistance as well, as that is what they do. This one will be a large endeavor. The Section was called because of their attendance at past workshops. This was discussed at the RMSO, but may be an issue if paid staff aren't involved. Some take-homes on this are regarding AWWA staff writing proposals and then trying to get them implemented without asking Sections first may be a little backwards, i.e. aren't doing homework. Another issue may be to contract MAP if they are getting funding from two sources, though this will need to be discussed and kept separate. There could be value to both organizations. One way would be to use the grant for the facilities, and MAP could provide the content, but further discussion is needed. This is a nice recognition of the Section for the attendance at prior workshops.

Report is attached.

Fall Conference: The planning meeting for the 2018 conference was held April 18th during the Great Plains Conference in La Vista. Milo attended the meeting, and reported that APWA is lead at this year's conference. The dates will be November 7 through 9, 2018. APWA's conference will be on November 6. NWEA's conference will be on November 7 and 8. AWWA's conference will be on November 8 and 9. Bruce has received a letter from National AWWA regarding the visiting dignitary (Jim Williams) for the conference, as stated in the Director's report. Things are being put together. Many more presentations are needed, though. Be on the lookout for potential presentations.

The preliminary plan will be for the Board and committee chair appreciation dinner to be at the Alley Rose on November 7 at 6:30 pm. Milo has talked with Andy Kahle regarding the "State of the State" presentation and perhaps use more NDHHS folks to fill-in. Continue providing suggestions to Milo. There was not a deadline provided in the call for papers. Is one in mind? A deadline will be sent out. The draft will need to be circulated the first of July. The goal would be to have something together to the middle of June. Rich Koenig will be taking care of the backflow track, as volunteered by Chad. Bruce shared an option regarding resources within the Conservation and Survey Division (CSD) regarding the data that they have available for community and other resources, to see if that is needed. Bruce will write something up for consideration. This may extend to NRDs and other areas.

Fuller Award: No report, but there will be an award.

Manufacturers/Associates Council: No report

Membership Engagement & Development: AWWA quizzes and webinars are now live, including testing taking. There are a few bugs to work out. This is a real benefit to measurement. An e-blast should be sent out once this is up and running. It is anticipated that this will count as operator training, and is being reviewed by Mike Wentink. Current membership was reported to be 348, holding steady since the last board meeting. Future is uncertain as to Mark's continued participation in the association based on current position applications and opportunities.

There has been some correspondence between AWWA membership, Dennis Watts, and NeWARN. Dennis has sent an email to WARN membership regarding joining AWWA. Will need to reciprocate to NeWARN. A 90-day trial membership runs continuously. Rob Pierce is putting together a list of resources regarding scholarship, membership, etc. These items should be included as a separate session, or included as a slide with other presentations or announcement.

Report is attached.

Nominations: We have a good start on the nominations list. A meeting will be held after the meeting today to better define the potential candidates. The goal will be to send a list of nominations to the secretary by the June 15, 2018 target date.

Public Information: There was a good group of attendees at the May 7 Governor's Proclamation Ceremony. Regarding the proclamation, there were 13 individuals in the photo. Bruce read a short statement, and everything went well. Proclamation scanned and sent to Brian for posting on the Section's website. Drinking Water Week is May 6-12 (now) and information was sent out for use by communities to announce the event.

Publications: No report

Research and Student Activities: No report. Bruce added that the student chapter is active and will work on getting more reports as the semester progresses.

Safety: No report. First mailing of the surveys has been completed.

Scholarship: No report. Thurs, June 21st is a discussion scheduled with Clerks regarding AWWA and Scholarship as part of the League's Accounting and Finance conference.

Small Systems: No report. Adam has presenters lined up to do a small class/workshop. A date and location has yet to be provided. An exhibitor will be providing lunch. Additional information to be confirmed. The workshop is anticipated to be held in Aurora. The topic will be a presentation on the implementation of a Wellhead protection program in cooperation with landowners within the protection area. The committee is working on a presentation to include new products and as well as a Q & A with DHHS field staff. Lunch will be provided and there will not be a cost to attend.

Top Ops: No report. A couple of ideas are going around regarding the traveling trophy. That idea and the flyer will be circulated to the committee. The team is working on being registered and preparing for attendance at ACE 2018.

Total Water Solutions: The committee is reaching out to the irrigation community and starting a dialogue. There is still some discussion as to what direction the committee will go. Other topics include source water protection, etc., as things are moving on the agricultural side, but no discussion or coordination is occurring. This may be the niche. It may also work to dialogue with NWEA regarding all things water.

Report is attached.

Water for People: No report provided, but Teresa was present to report regarding the results of the wine tasting event. 40 attendees and 4 sponsors, raised \$1,200. This was the highest revenue providing event of this type. Today is the golf outing, with 72 participants (18 teams), with 11 sponsors. Mark helped recruit sponsors, thanks for that help. If you see Joe Roberts today, tell him thanks. Upcoming a committee member, Jim Person, will be attending the WFP workshop in July. Additional outreach will occur, and will hear more throughout the year. The clay shoot will begin being set-up and coordinated, but it is scheduled for Sept. 28.

Discussed future funding of Water for People and the Water Equation. Additional discussion may be needed regarding potential support. Information on the initiative can be found here: <https://www.awwa.org/donate/about-the-water-equation.aspx>.

Water Utility Council: The fly-in occurred. 160 delegates that attended (a new record) 440 confirmed meetings with House and Senate. Met with mostly staff members, but Sen. Fisher was there for 5 min and met with them, though it was unscheduled. Topics included support for federal funding, which may be cutting WIFIA funds. A letter was provided by AWWA to send back to Senators for their consideration, but has not yet been sent. The other topic was the House Farm Bill, which had already progressed, and was being discussed. The items had been included that AWWA had recommended. Overall, it was a good trip, with the weather being better in DC than it was in Nebraska.

Young Professionals: The report was provided, but not included in the original report. It was reviewed during the meeting (verbally), and a copy sent out after the meeting via email. The committee continues to be active and looking for additional activities. The YP track and the NWEA Great Plains conference, as well as a Tailgate event at the Spring Game were both a success.

Report is attached.

Community Engineering Corps: The group is working with Liberty, NE with an application be reviewed by the National CEC, awaiting their response and beginning to review work that has already been done.

Finance Ad Hoc Committee: To discuss as part of unfinished business. All paperwork has been signed to set up the accounts. John and Brittany will be signatories, as opposed to rotating signature assignments. The next step is working on the fund transfers, especially looking at penalties for early withdrawals. Generally, this is 6 months of interest (anticipated to be \$12 to \$15) which is minimal. The CD renewal dates were provided with the treasurer's report so that this information could be considered. Transitioning funds were moved to the savings account in preparation for transfer, if desired.

Will plan to move the money from the CD's, with the amount. It was discussed to move all CD's funds to investment, for the approximate dollar amount of \$65,129.97, less whatever penalty for the initial deposit. This amount will be confirmed at the next meeting.

A motion to fund the investments from the current CD's, for the dollar amounts stated above was made by Mark, seconded by Chad, with all present voting aye.

The committee will continue as an ad hoc committee for the time being.

Vote to confirm the email vote (motion made on March 27, 2018) was determined to not be necessary.

Unfinished Business:

Transfer of CD funds (finance Ad Hoc committee): previously discussed. Continue ad-hoc committee, push continuance of committee discussion to next meeting (July), and will continue to update as necessary.

Washington DC Fly-In Update (Chad Roberts): previously discussed.

Training Grant Workshop, May 17th, 2018 at Camp Carol Joy Holling in Ashland Update (John): previously discussed.

NSAWWA – RMSO Location Detroit, April 12-14, 2018 – Update (Bruce & Craig): Craig reported that it was beneficial to attend. The rotation of RMSO's amongst different states/regions was discussed, as mentioned in the Director's report. This may be an opportunity for Nebraska to float between closer locations and have more attendees.

One Drive Storage Update (Marc): Link/password sent out with committees and folders via email initially on 3/15/2018. Another link was sent out after the meeting. Need to start putting information in this location.

Water Week – Governor's Proclamation: previously discussed

New Business:

NSAWWA Board consider donation \$50.00/\$100.00 AWWA-ACE 18 – Prize Wheel Fund Raiser for Scholarships (Water Equation): Last year, a donation was made by the Section for their silent auction. The silent auction is not occurring at ACE 2018. Does the Section want to make a donation to the prize wheel (sheets included for reference with agenda and minutes). A motion was made to provide \$100 or equivalent gift (plus tax), donation to Water Equation, motion by John, 2nd by Mark, all ayes.

NSAWWA Board consider establishing PayPal Account: Teresa shared a few comments regarding Water For People's (WFP) use of their PayPal account. A PayPal account is already used by the WFP committee, and could be transferred to the Section. It would be great, and more formal than current fund transfer. NWEA has requested AWWA provide their own PayPal account. Because AWWA is a 501c3, there is a reduced rate. There is no annual fee, but there is a transaction fee of approximately 2%. Will allow for elimination of "chasing checks". Account will need to be set up appropriately (bank information, 501c3 information), and is tied to that information. Will have the financial ad hoc committee make the financial arrangement. It is understood that approximately \$74k of the 2017 fall conference went through PayPal. There may be some confusion regarding NWEA and AWWA regarding fall conference, but will need to be worked out. A credit card "swiper" is available for events.

A motion to have the financial ad hoc committee create a new PayPal account associated with the Section's checking account for Section events, and close down the WFP account by Mark, second by Chad, all voted aye.

NSAWWA Board consider AWWA Grant Opportunity, Education Committee – Recommendation (John & Mike): already covered, and additional research is needed.

Miscellaneous Items: Discussion was had regarding the Missouri River Voyage, a benefit for Water for People. This event will begin in June 2018 and end at WEFTEC in New Orleans. Additional information can be found here: https://www.miea.org/docs/Missouri_River_Voyage_2018.pdf. The discussion related to the potential opportunity to support the event as they pass through the state. Brittany and Steve Hannah are looking at a Young Professionals and/or Water For People, possibly even with Iowa folks. Support could be a donation, meal, "care package" or other similar items. It is anticipated to be more of a last minute event. The canoeists (Gary and Linda) do have a tracker to see where they are. This will be coordinated as part of subsequent meetings.

Adjournment: At 11:08 Chad made a motion to adjourn, seconded by John, with all in attendance voting aye, motion carried.

Next Meetings:

Dates and Locations:

Tuesday, July 17, 2018 at 9:30 am – Conference Call In Meeting

Tuesday, September 18, 2018 at 9:30 am – Lincoln Water System Office, 2021 N. 27th Street, Lincoln, NE

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Respectfully submitted by:

Craig Reinsch, Nebraska Section AWWA Trustee #4 & Acting Secretary for the board meeting

DRAFT