

**Nebraska Section AWWA
Draft Board Meeting Minutes
November 7, 2007**

Attendees:	
1. Rob Pierce	15. Eric Melcher
2. Chris Koenig	16. Teresa Konda
3. Lynn Wegehaupt	17. Glenn Dostal
4. Jami Cerone	18. Kevin Tobin
5. Mike Wentink	19. John Olsson
6. Justin Stine	20. Mari Matulka
7. Tony Bilek	21. Bruce Dvorak
8. Todd Boling	22. Chad Roberts
9. Rich Koenig	23. Ben Day
10. Montgomery Rahder	24. Steven Boeselager
11. Eric Obert	25. David Lathrop
12. Chris Johnson	26. Jerry Obrist
13. Doug Woodbeck	27. Eric Lee
14. Craig Woolard	

The meeting was held on November 7, 2007 at the Nebraska Section AWWA Fall Conference in Kearny, NE. The meeting was called to order at approximately 1:35 p.m.

TREASURER’S REPORT

- John Olsson reported that budget record currently shows a net income of \$10,000. However, some expenses and incomes that will occur in 2007 are not listed yet. The expected final net income is about \$3,000.
- The savings account balance is about \$4,000.
- Three CDs will mature in 2008, with a combined value of \$62,000.
- Tony Bilek made a motion to approve the Treasurer’s report. Bruce Dvorak seconded the motion.

DIRECTOR’S REPORT

- Chris Koenig submitted the following Director’s report summary for 2007:
 1. Executive Director Search — Jack Hoffbuhr has announced his retirement as executive director. The search is on for his replacement. Jack will be sorely missed as he has become the voice of the water industry.
 2. NRW MOU — AWWA and the Nebraska Rural Water Association have executed a Memorandum of Understanding to address several issues. This MOU is a substantial step for the two organizations and should lead to more cooperation on several issues. Rural Water has a very strong legislative presence which AWWA needs to build.

3. India MOU — A MOU was signed with the India Water Works Association. India has modeled their organization after AWWA with their sections set up around the major population centers. The potential for the Association is huge. India has the largest population of the English-speaking countries and they have a substantial amount of drinking water problems to address. They are looking for standards and technology as they develop their country. India just surpassed Australia for the most website hits for a non-North American country.
4. Only Tap Water Delivers — The “Only Tap Water Delivers” promotion has been very popular and has resulted in a positive image for the water industry. The promotion is available online from the Association and every utility is encouraged to use it.
5. Water for People — Last year, Water for People spent \$3,338,207 on 75 projects that benefited 98,032 individuals. The average cost is \$41.47/person. (Our WFP May golf outing raised \$3,100. In other words, we helped 75 people receive clean, potable water!).
6. EPA Funding — AWWA responded to a request for proposals to an EPA request for proposal for \$8 million to provide training and technical assistance to small systems. These funds were part of a former earmark for the National Rural Water Association. The Congress eliminated most of the earmarks in the 2007 budget, so EPA decided to issue a RFP and invite competitive proposals. AWWA didn’t participate in the decision-making process at either the congressional or agency level that resulted in the RFP. AWWA was not successful, but we were able to make a very strong proposal that caught EPA’s attention. NRWA was awarded the contract.
7. Webcasts — AWWA is starting webcasts on various subjects. Very strong potential.
8. Annual Meeting — The annual meeting was a great success. 2008 will be in Atlanta.
 - Craig Woolard noted that the AWWA teleconferences are being discontinued. To replace the teleconferences, AWWA is working on materials for facilitated webcasts
 - Tony Bilek made a motion to approve the Director’s report. Kevin Tobin seconded the motion.

COMMITTEE REPORTS

Audit

- Chris Koenig reported that he expects the results of the audit to be available by the second week in November. The audit on the Section’s financial records is performed every three years.

Awards

- No report by Steve Kelley.
- Mike Wentink mentioned there would be WISA Awards presented at the banquet later in the evening.

Budget

- John Olsson noted that committees should be thinking about their budget needs for next year.

Cross Connection

- Rich Koenig reported that four workshops were held. The workshops provided five hours of training for water operators Grade 6 and Grades 1-4, and five hours for wastewater operators. The workshops provided \$792 net income for AWWA.

- The dates for next year's workshops are set for the third week in September.
- The Cross Connections Committee has a new member, Chad Roberts.

Education

- Mike Wentink submitted the Education Committee's 2007 Annual Report.
 - Deliverables/Activities
 - The League of Nebraska Municipalities and AWWA jointly-sponsored water operator seminars. Seventeen seminars were held between January 1 and October 31, 2007 with a total of 24 attendees. Five more are scheduled between November 1 and December 31.
 - AWWA Teleconference on March 8.
 - Committee representative provided notifications on the Section website on upcoming water operator training events.
 - Purchase of educational materials through the AWWA bookstore.
 - Provide representation on development of the Nebraska Coalition Training Calendar.
 - How might the Executive Board assist the Committee in accomplishing its work?
 - The Board may wish to revisit the joint LoNM/AWWA agreement to further clarify and re-affirm responsibilities, payment schedule, and processes. Mike Wentink suggested the Board review meeting minutes and other possible documentation to ensure the League and AWWA partnership and understandings are still the same as historical agreements would indicate and to review procedures to see if there are any we would want to change.
 - Rob Pierce suggested that billing schedules between the League and AWWA should be coordinated.
 - Plans/Projects for Upcoming Year
 - Continue with joint sponsored seminars, notification of training events, purchase of educational materials through the AWWA bookstore, representation on development of the Nebraska Coalition Training Calendar.
 - Budget Request for 2008
 - \$1,500

Fall Conference

- Kevin Tobin submitted the Fall Conference Committee's 2007 Annual Report
 - Proposed change in committee membership
 - Consider establishing committee with longer term membership to provide continuity from year to year
 - Plans/Projects for upcoming year
 - 2008 Fall Conference Planning Meeting is planned for Thursday, November 8 at 9 A.M. NWEA is 2008 conference lead.
 - NSAWWA will not be conference lead until 2011.
- Kevin noted that this year's complete conference has about 418 pre-registered participants. At least 25 other people registered this morning.
- Kevin reported that Debra Leigh asked that for feedback on the meals served at the conference. If anyone has any comments, let Deb know.

Fuller Award

- Chris Koenig reported that the Fuller Award will be presented at the AWWA Banquet tonight.

MAC

- Tony Bilek reported that booth space for the Fall Conference was sold out very early. The maximum number of vendors that can fit in the hall is 52, and at least 15 additional vendors were turned away this year.
- Tony provided a summary of the vendors and sponsors:
 - 52 vendor booths at \$450 each
 - 2 break sponsorships at \$500 per break
 - 4 non-exhibitor sponsorships at \$100 each
 - Totals - \$24,750 income
 \$ 1,690 expenses
 \$23,060 net
- A “Best of Show” award will be presented at the NWEA Banquet tomorrow evening.
- The group discussed possibilities for finding additional space within the hotel for other vendors or using other ballrooms.
- The possibility of moving the conference to another hotel or convention location was mentioned, but because of the needed number of hotel rooms and the Holiday Inn’s proximity to other hotels, the conference is unlikely to move.
- Tony suggested holding two booths open until the end and auctioning them off to the highest bidding late-comer.
- Tony mentioned that Iowa Rural Water has the floor plan of the vendor display area available on-line to allow vendors to select their booth location. He will find out more information on how feasible this would be for the Nebraska AWWA/NEWA/APWA Fall Conference. Booth selection would not include on-line registration payment.

Membership

- Rich Robinson provided the report on the 2007 Membership Committee activities.
 - Two approaches were implemented several years ago to recruit new members. One approach is a contest for Nebraska Section members to sponsor new members for cash prizes. The second is a discount coupon for new members. Both approaches continue to be published in **Wise Water Words**. It is the Committee’s recommendation that these two recruitment tools be continued, although limited success has been realized.
 - Section partial sponsorship of nine student memberships at UNL.
 - Annual Conference Activities:
 - Recognition at annual banquet of new members (a listing on each table).
 - In recognition of AWWA Member Appreciation Week (November 4-10, 2007), the Membership Committee coordinated the following activities:
 - Provided a “Thank you” letter to all Nebraska Section members (367). Letter was mailed October 17, 2007 (three weeks prior to Fall Conference).
 - Constructed a Nebraska Map Board for Fall Conference meeting, displaying all Utility Members (47 total).
 - Provided AWWA door prizes to members attending banquet.
 - 5 each Leather Padfolios at \$24.95 each
 - 10 each “Do you know how often you turn me on?” t-shirt at \$10 each.
 - 10 each baseball caps at \$11.95 each
 - Total cost approximately \$370.
 - A specific detailed Nebraska Section AWWA Membership Program was developed in 1999. In accordance with the approved Nebraska Section Strategic

Plan, the Membership Program has been revised and approved by the Board. Our committee will focus upon completing strategies and activities within the approved program.

- The current membership is 367 compared to 375 last year.

Nominations

- Tony Bilek reported that Chuck Thomerson resigned from the Board and won't fill the second year of his term as Secretary.
 - Tony reviewed the list of nominations for AWWA officers:
 - Trustee – Eric Lee, Lincoln Water System
 - Trustee – Dave Lathrop, City of Seward
 - Secretary – Teresa Konda, HDR Inc.
 - Treasurer – Rob Pierce, League of Nebraska Municipalities
 - Vice Chair – John S. Olsson, Olsson Associates
 - Chair Elect- Dr. Bruce Dvorak, UNL Civil Engineering
- Chris Koenig motioned to accept the officer nominations.

The following officer positions were filled automatically:

Chair – Kevin Tobin, Metropolitan Utilities District
Director – Chris Koenig, HDR Inc,
Trustee & Past Chair – Mike Wentink, DHHS Division of Public Health

Public Information

- No report
- Chris Koenig noted that Kathleen Alexander is going to resign as Chairperson. The Section will need to find another Public Information Committee chair.

Publications

- Mari Matulka provided a report for the 2007 Publications Committee
 - Deliverables/Activities
 - Wise Water Words, three times a year
 - Website, continuous
 - Membership Directory, every other year
 - Plans/Projects for upcoming year
 - Publish membership directory in December 2007 for 2008-2009
 - The website was moved from Bass Associates to Network Solutions for October 2007. Cost at Bass was \$42 a month. Cost at Network Solutions is \$6.23 a month. We paid a five-year contract so the web hosting service is paid until October 12, 2012. The domain is registered until July 20, 2011.

In 2003, there were 14,553 visitors to the website. In 2006, the total was 32,516. From January 1 to October 31, 2007, visitors totaled more than 32,000. Some of most frequently hit website pages are job openings and conservation plans.

\$5,975 in advertising income (includes advertising in membership directory).

- Budget Request for 2008
 - \$10,000
- Tony Bilek asked about advertising on the Section website. Mari noted that advertisers in **Wise Water Words** and the directory have a link from the website, but that the space and current arrangement of the website don't work well for other ad.
- Mari received approval from the Board to publish **Wise Water Words** in color.

Research

- Bruce Dvorak provided a report for the 2007 Research Committee
 - The report asked the Board to please consider merging the “research” committee into another committee, such as “student activities” and merging the “research” function into that committee. Maybe join the committees to have a “student activities and research” committee.

Safety

- Rob Pierce provided a report for the 2007 Safety Committee
 - Proposed changes in committee membership
 - For the year 2007, Eric Melcher, Aurora; Dale Kaliff, Stromsburg; Gerardo E. Martinez, Lincoln Water System, and Pete Neddo, M.U.D. were new additions to the Safety Committee.
 - Deliverables/Activities
 - The Committee held four Workzone Safety Workshops across the state with 118 registered participants.
 - The Committee provided a one-hour topic on “confined space” at 25 water operator workshops held in 2007, which had about 244 in attendance (five more to be held in 2007).
 - The Committee is continuing to fine-tune the safety awards application, scoring system, goals, and requirements.
 - The Committee had discussions on future safety mailings, providing safety articles for the newsletter and topics for the 2009 safety workshops.
 - Working to have at least one application turned in for the national LaDue Award.
 - Plans/Projects for the upcoming year
 - For the 2008, the Committee will be looking at putting together some safety articles for the **Wise Water Words** and possible brochures/booklets for mailing to members. The Committee also will work with other Committees and the League of Nebraska Municipalities on workshops, as in the past.
 - Budget Request for 2008
 - \$1,000
- Jerry Obrist asked if it would make sense to do two trainings per year instead of four trainings every other year. Rob would like to continue four trainings every other year.

Scholarship

- Lynn Wegehaupt provided a report for the 2007 Scholarship Committee
 - In September, Dr. Bruce Dvorak announced to students at UNL and UNO that NSAWWA was accepting applications for student scholarships. The committee thanks Dr. Dvorak for publicizing the scholarship availability, encouraging applications, and collecting them from the students.

The Committee reviewed six applications for student scholarships. Four are UNL students and two are UNO students. Two applicants are undergraduate students; the other four are working on post-graduate degrees. While all of the applicants were worthy applicants, the Committee decided to award scholarships to three individuals. Since several applicants also had applied for a NWEA scholarship, we coordinated our scholarship awards with NWEA.

The Scholarship Committee is distributing \$1,500 to university students as follows:

Student	Samual Sanders	Hunter Flodman	John Geringer	Total
Amount	\$500	\$500	\$500	\$1,500

- The scholarships will be awarded on Thursday, November 8, at lunch.
- Mari Matulka suggested that the Section allocate more scholarship money next year. Mike Wentink asked the Scholarship Committee to propose an appropriate amount for the 2008 budget.
- Lynn noted that he is encouraging Jon Zellars to chair the Scholarship Committee in the future.
- Larry Andreasen reported that two conference attendees from the City of Chadron will receive conference scholarships.

Small Systems

- Eric Melcher provided a report for the 2007 Small Systems Committee
 - 2007 Activities
 - Co-sponsored a seminar with the City of Papillion April 24, 2007, which provided information to operators on water meter O&M and water service issues. This seminar was well received by all who attended (about 26 attendees), and we had good representation from the Committee and Christy did a great job lining up the class location and the mea.
 - The Committee is in the process of co-sponsoring another seminar with the City of Broken Bow November 29, 2007. This seminar will provide information on water meter O&M (including new technology with radio metering systems), water service issues, and water main improvements. The water main improvements will include line stop and valve insertion demonstrations, and demonstrations with pipe cutting tools to make operator working conditions safer while doing work in difficult trench locations. This will include working with alternative cutting tools, other than the gas chop saw. The Papillion workshop had about 26 attendees.
 - Budget Request for 2008
 - \$500
 - Mari Matulka will put the brochure for the Broken Bow seminar on the Section website.
 - Eric noted that the Committee hopes to have two or four seminars on next year.
 - The Small Systems Committee will invite fire fighters to the trainings, if applicable.
 - The Small Systems Committee plans to add another committee member.

SRF

- John Olsson reported that the Section signed a contract with the Department of Health for \$5,500. John emphasized that the AWWA Board needs to spend the money by the end of June 2008.

Student Activities

- Bruce Dvorak provided a report for the 2007 Student Activities Committee
 - Activities
 - The AWWA/WEF student organization at UNL held five meetings during the past year, sent representatives to two young professional events, and sent 12 students to the annual conference. Eight students joined AWWA.
 - How the Executive Board can assist the Committee
 - Please provide suggestions of good field trips near Lincoln/Omaha and suggestions for possible speakers.
 - It would be good to have some new committee members who could help the students find field trips and speakers. In fact, it might be nice to have a new “chair” who is not a faculty member, but instead someone who can help the students interact with the professionals in the state (to find field trips and speakers).
 - Budget Request for 2008
 - \$300

Water For People

- Craig Reinsch provided a report for the 2007 Water For People Committee
 - Activities
 - Annual raffle (November) and golf outing (May).
 - For 2008, have discussed holding joint events with Iowa, Kansas, and Missouri chapters
 - For 2008, have a goal to hold quarterly activities and shift the focus of Water for People activities to include organizations outside of the water industry.
 - How the Executive Board can assist the Committee
 - Continue to support planned activities as they develop
 - Provide additional funding to send new committee members to the WFP Leadership Conferences
 - Develop support for Country Tours and/or World Water Corps so that local members are aware of additional volunteer opportunities in country.
 - Provide column space in **Wise Water Words** for WFP articles.
 - Budget Request for 2008
 - \$5,650

Water Utility Council

- Jerry Obrist provided the report for the 2007 Water Utility Council Committee
 - The Nebraska Section Water Utility Council monitors a number of pertinent bills in the Nebraska Legislature. We also are involved in providing input and monitoring the implementation of the Safe Drinking Water Act, Water Security, and monitoring the Federal Communications Commissions (FCC) with respect to Wireless Radio Spectrum.
 1. A detailed listing of the legislative bills that affected the water industry in Nebraska was published in the Summer 2007 Wise Water Words.

LB135 (regarding data security) which was killed, provided for confidentiality of certain municipal records. This legislation was killed by the Media Attorney. This bill will be rewritten and reintroduced in January 2008.
 2. On a national scale, several items were accomplished

In April 2007, AWWA sponsored a Water Issues Fly-In to Washington D.C. to review water issues currently before Congress. Visits were made to the Nebraska delegation to ask for their support on:

- a. Investing in Water Infrastructure
- b. Drinking Water Appropriations
- c. Farm Bill – cooperative efforts in working with larger area farmers.

A summary of the Fly-In was published in the summer 2007 **Wise Water Words**.

New issues are as follows:

- a. Bush Administration will seek Chemical Security Authority of Water.
 - b. Chemical Security Survey by AWWA has been sent out to gather information from Utilities.
 - c. A “Water Tax” via a National Trust Fund may be an upcoming issue. AWWA has taken a position against the water tax.
3. Major SDWA issues under review are changes in the Distribution Rule, The Total Coliform Rule, MCL revisions for triazines, and implementation of LT2SWTR (should provide a more realistic accounting of coliforms).
 4. We currently are working with the AWWA Telecommunications TAW, through the Critical Infrastructures Industry Coalition (CHC) on the National Telecommunications and Information Administration (NTIA) Spectrum Study to identify radio spectrum needs of Critical Infrastructure Industries (CII) such as water, gas, electric, etc. for private internal communications – SCADA. SCADA utilizes 900 MHz and 150 MHz spectrum for operation control and monitoring. Narrowbanding, changing from 25 KHz to 12.5 KHz in the 150 MHz and 450 MHz frequency band is scheduled to occur in the next several years.

Nextel was successful in having the FCC completely revamp the 800 MHz Radio Communication Frequencies. Re-banding of the 800 MHz is in the phased implementation process, with relocation costs estimated at \$3.5 to \$4 billion to be borne by Nextel.

- Jerry noted that the Water Utility Council is looking for new utility members, especially younger professionals.
- The Committee is requesting \$1,000 for the 2008 budget. (Jim Shields hasn't turned in his expenses for the Fly-In yet).

Young Professionals

- Ben Day provided a report for the 2007 Young Professionals Committee
 - Activities
 - AWWA YP Mixer at Fall Conference, Kearny NE
 - Tour of LES RO Plant in Lincoln, NE
 - Groundwater Festival in Grand Island, NE
 - Tour of MUD WTP Construction Site, Omaha NE
 - Plans/Projects for Upcoming Year

- Three to four activities, including Griffin Pipe Plant Tour, Council Bluffs, IA and AWWA YP Mixer at Fall Conference.
- Budget Request for 2008
 - \$250
- Proposed Changes in Committee Membership
 - Ben Day proposed that a new Committee Chair be nominated. Justin Stine will take over as Committee Chair. Ben Day will continue to serve as Vice-Chair for a year to assist the incoming Committee Chair.
 - Potential new committee members were suggested: Jordan Bang and Gina Rust.
- Bruce Dvorak suggested that the YP Committee participate in some joint tours with NWEA YPs.

OLD BUSINESS

WARN Program

- Rich Koenig is now the spokesman for WARN
- A list of members was developed at the WARN Workshop held Tuesday, November 6
- Eric Melcher will be the AWWA representative and Rich Koenig will be the HHS representative. Rob Pierce will be the League representative.
- A follow-up meeting will occur on December 4 in North Platte.

Operator Retention Update

- Tony Bilek will recruit Mari Matulka to help design a brochure. The SRF money can be used to produce the brochure.

AWWA Vice President and Director-at-Large Candidates

- Chris Koenig is running for AWWA Vice-President. The election will occur in January in San Diego.
- Jack Daniel is running for the Director-at-Large. Jack was selected as one of three final candidates. Final selection will be made in January.
- The Section may have to budget travel for the candidates and spouses.

NSAWWA Committees and Terms

- Bruce Dvorak discussed the committee report forms utilized in this meeting.
- Bruce asked the committee chairs present what they think about chair terms to help in succession planning and keep the energy and interest up.
- Tony Bilek suggested the Board develop a proposed schedule for term renewal. This will be an agenda item for the January Board Meeting.
- Jerry Obrist noted that, in the past at the Fall Conference, there was time set aside for chairs to promote their committees to potential new members. He asked if this activity could be part of the YP Mixer next year.

NEW BUSINESS

Stockholm Junior Water Prize

- Monty Rahder asked if AWWA would be willing to donate with NWEA again to the Stockholm Junior Water Prize. AWWA contributed \$500 last year. The Board will discuss

more completely at the January AWWA Board meeting. Monty also noted that there are opportunities for anyone interested in judging at science fairs, etc.

Regional Realignment among AWWA Sections

- Craig Woolard noted that many regions were seeing very low attendance. This was one of the driving forces for the region realignment.
- Kevin Tobin noted that we could attend a different region's meeting if it is not convenient or practical to attend our designated regional meeting.

Election of New Officers

- No new officer nominations were made.
- Lyn Wegehaupt motioned to accept the nominations. Bruce Dvorak seconded.
- The new officer elections passed unanimously. The new NEAWWA Officers are:
 - Trustee – Eric Lee, Lincoln Water System
 - Trustee – Dave Lathrop, City of Seward
 - Secretary – Teresa Konda, HDR Inc,
 - Treasurer – Rob Pierce, League of Nebraska Municipalities
 - Vice-Chair – John S. Olsson, Olsson Associates
 - Chair-Elect- Dr. Bruce Dvorak, UNL Civil Engineering
 - Chair – Kevin Tobin, Metropolitan Utilities District
 - Director – Chris Koenig, HDR Inc.
 - Trustee & Past-Chair – Mike Wentink, DHHS Division of Public Health

OTHER

- Craig Woolard summarized some of National AWWA's activities discussed when the AWWA Executive Committee met in Denver
 - Lee Roberts was elected as the new treasurer. National AWWA reported \$32.6 million in revenue and \$0.9 million net.
 - AWWA will be focusing on attracting new members in the upcoming year. Membership has been flat for the last several years. Current membership is about 59,000.
 - AWWA will draft an agreement to clarify the indemnification language between the Sections and the Association. This will be developed through the Risk Management Committee.
 - AWWA is developing new materials for training and education for the Sections to use. The training materials and content will be web-based.
 - The book "Seven Measures of Success" was discussed. It contained information that provides a measuring stick for effective associations. It stimulated a lot of good discussion.

The next Board Meeting will be January 15, 9:30 a.m., at Olsson Associates offices in Lincoln, NE. All other 2008 meeting dates are listed on the website.

Bruce Dvorak made a motion to adjourn the meeting. Larry Andreasen seconded the motion.