

**NEBRASKA SECTION AWWA
ANNUAL BUSINESS MEETING (DRAFT) MINUTES
NOVEMBER 4, 2010**

John Olsson called the annual business meeting to order at 1:30 p.m. during the Annual Fall Conference in Kearney Nebraska. Present were: Tony Bilek, Rob Pierce, Mari Matulka, Teresa Konda, Milo Rust, Chuck Thomerson, David Plank, Larry Andreasen, John Keith, Ben Day, Marc Rosso, Erin Hunt, Roger Coffey, John Miriovsky, Glenn Dostal, Chip Hass, Lynn Wegehaupt, Brian Gongol, Jerry Obrist, Dennis Watts, Eric Melcher, Chad Roberts, Debra Kaye, Michael Wentink, Doug Woodbeck, Mary Poe, Craig Reinsch and Christian New.

Minutes from the 2009 annual business meeting were reviewed. A motion to approve the minutes was made by Doug Woodbeck. Rob Pierce seconded the motion and all voiced aye.

TREASURER'S REPORT

- David Lathrop stated that Wise Water Words is now on track to be published through National AWWA. David Plank from National was in attendance for the conference to familiarize himself with the Nebraska Section.
- The draft three-year audit results were reviewed and the fee needs to be paid to the firm.
- Proceeds from the Fall Conference will show up sometime in March.
- The Section is maintaining \$40,000 plus in reserves as outlined for a non-profit entity.
- The pipe workshop has a separate account with a balance of \$1,500.
- The pre-conference workshop has a separate account with a balance of \$3,200.

DIRECTOR'S REPORT

New AWWA Organizational Design

Several weeks ago Executive Director Dave LaFrance announced an organizational redesign of the AWWA staff reporting structure. The redesign will improve integration of the Association Section Services and Membership Marketing staff. Prior to the redesign, Section Services and Membership Marketing operated individually and supported Association members in different ways. Consolidation of these two groups will align and execute membership efforts throughout the organization.

The leader of this division will be elevated to the Association's executive staff, providing the group with greater ability to influence the Association's operations in the interest of its members. The newly-created position is called Chief Membership Officer and will be filled by Susan Franceschi. Susan will report to the Executive Director. The main goals of the reorganization are:

1. Elevate the importance of membership.
2. Align all departments with the Strategic Plan.
3. Identify key functions of the Executive and Senior staff.
4. Refine position titles.
5. Identify new staff positions.

The key objectives of the redesign are to clarify roles and objectives of the Association staff and lead to increased value to our membership. The new alignment does not change the staff responsibilities for regions or section representatives, Councils, Committees or other volunteer groups.

2011 RMSO Dates and Locations

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| Region 1: | October 22-23, 2011 – Moncton, New Brunswick |
| Region 2: | April 15-16, 2011 – Charleston, West Virginia |
| Region 3: | May 13-14, 2011 – Custer, South Dakota |
| Region 4: | March 11-12, 2011 – Denver, Colorado |
| Region 5: | September 9-10, 2011 – Anchorage, Alaska |

2011 Workshop Dates

Wednesday, July 27, 2011 – Section Staff Day

Thursday-Friday, July 28-29, 2011 – Volunteer and Section Staff Workshop

The Summer Workshop will be held in Denver.

Section Bookstore Policy: The new policy may be viewed on the National AWWA website.

Kearney Convention Center

Discussions were held about moving the Fall Conference to the new Kearney Convention Center for 2012-2014. The 2011 Fall Conference will be held in the current Holiday Inn location. Highlights of the discussions for the new location included:

- A three-year contract, desired by the owner;
- More than double the vendor exhibit area;
- Costs associated would be a \$2,500 facility fee and exhibitor rental space of \$0.25 per square foot.

A proposal from the Younes Conference Center will be transmitted to the executive board for review. A motion to accept the Director's report was made by Mike Wentink and seconded by Eric Lee. The Director's report was accepted with all voicing aye.

OLD BUSINESS

No old business items were brought up in the meeting.

NEW BUSINESS

Nominations -- The chair of the Nominations committee was not in attendance so Eric Lee read the names of the Board positions to be filled automatically and the ones that were up for election.

Automatically filled:

Chair -- Teresa Konda

Past Chair & Trustee -- John Olsson

Director -- Tony Bilek

Trustee -- Ben Day (ending Nov. 2011)

Trustee -- Milo Rust (ending Nov. 2011)

Slate of candidates that are open for election:

Chair-Elect -- Rob Pierce

Vice Chair -- Eric Lee

Secretary -- Doug Woodbeck

Treasurer -- David Lathrop

Trustee -- Chad Roberts (ending Nov. 2012)

Trustee -- Rick Melcher (ending Nov. 2012)

John Olsson asked if there were any nominations from the floor for the positions. Since there were none, Chuck Thomerson motioned to close the nominations process. Jerry Obrist seconded the motion. All voiced approval with aye.

The draft Audit report was distributed by John Olsson and summarized in the Treasurer's report. A copy of the Audit performed by Misc & Crouch is available for review on the Section website.

COMMITTEE REPORTS

Archive & History -- John Miriofsky asked the attendees if anyone would be interested in helping and serving on the committee. It would be greatly appreciated. He also would like some help from the Board to define the information of interest, format for presentation and preservation of information.

Audit -- See comments in Treasurer's report or the draft audit report on the section website.

Awards -- The Awards Committee met June 9, 2010 and used several phone calls and e-mails to communicate the information necessary to present awards at the Fall Conference. Steve Kelley will step down as chair of the committee after 10 years. Steve asked Board to approve Dennis Watts as the new chair of the Awards Committee. The committee is looking for more members, especially in the middle to western part of the state.

Budget -- The information on budget is covered in the Treasurer's report.

Cross-Connection -- Rich Koenig reported the committee met in July and worked on the one-day workshops and Ultimate Backflow Challenge details for the Fall Conference. The committee expects to conduct similar activities next year and submitted their budget expenditures for 2010 and budget request for 2011.

Education -- Pipeline workshop, AWWA/LoNM joint sponsored water operator seminars, section education award submission to national and AWWA TEC calls were completed this past year. Mike stated that after a number of years he is ready to step down as committee chair and noted that there are several current committee members who may be willing to take over the chair role. Mike would like to remain on the committee to continue to coordinate the water operator training between the Education Committee and Nebraska DHHS. The committee is in the process of planning 2011 activities and submitted their budget request for 2011.

Fall Conference -- Things seemed to go very well and smooth this year at the conference.

Attendance was as follows:

AWWA: 109

NEWA: 107

APWA: 37

Full Conference registration: 81

Vendors: 58

A member of the group requested more operator CEUs for the conference. It was noted that if all sessions are attended, 7.5 CEUs for grade 1-4 are available at the conference.

Fuller Award -- The committee reported that a Fuller Award would be presented at the banquet.

MAC -- No report other than 58 vendors had committed and we had 7 sponsors.

Membership --

- 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 13 student memberships at UNL.
- Annual Conference activities:
 - Recognition at the annual banquet of new members. (A listing on each table which also is attached)
 - In recognition of AWWA Member Appreciation during the last quarter the Membership Committee coordinated the following activities:
 - Provided a "Thank-You" letter to all Nebraska Section Members (367). Letter was mailed on October 20, 2010 (prior to Fall Conference).
 - Developed a Nebraska map board for the Fall Conference, displaying all Utility Members (45 total).
- Developed a specific Standard Operating Procedure (SOP) for the Membership Committee.
- Participated and provided a membership Report at the Annual Section AWWA Retreat August 13, 2010.
- Participated in two national membership-recruiting campaigns. The first was the Spring 2010 Campaign where the sections sent prospective membership lists to National and they provided letters to individuals. The second was the "Pour it On" Campaign, which was focused on organizational members. The Nebraska Section chose to concentrate on utility members. Fifteen prospective utility members were targeted. The Membership chair made

assignments to board members, provided draft letters to prospective utility members and provided utility member “talking points.” Recruiters used telephone and personal visits. As a result, two utilities were joined AWWA.

- A specific detailed Nebraska Section AWWA membership program was developed in 1999. In accordance with the strategic plan, the membership program was revised and approved by the Board, March 31, 2010. The committee will focus upon completing strategies and activities in the program.

Nitrate/Source Water Protection Ad Hoc Committee

Activities:

- Ben Day continues to receive information from committee members regarding nitrates. Information including the following:
 - Current reports on groundwater modeling prepared by NDEQ Water Quality Assessment Section Groundwater Unit.
 - Nebraska Wellhead Protection Program – Informational flyer about Nitrate AO.
 - AWWA Streamlines Article, June 29, 2010, Volume 2, Number 17 “Nitrate survey launches AWWA cost study” – AWWA is conducting an electronic survey on nitrate as part of its effort to develop a national compliance cost for a potential lower nitrate maximum contaminant level (MCL).
 - Prairie Fire – Article from July 2010 – “Nutrient pollution in the U.S. Calls for urgent action”.
 - NRD Staff Directory – This will assist in contacting NRD’s for compilation of information.

Future Actions:

- Coordinate with NDEQ Source Water Program – Contact Mary Schroer.
- Attend a meeting of the Wellhead Protection Network Education Sub-committee – Contact Jamie Oltman.
- Develop a table of organizations, contacts, and their goals/activities.
- Schedule a meeting or conference call for the NE AWWA Nitrate/Source Water Protection Ad Hoc Committee to discuss how our committee can work with and complement other efforts underway and then further define our mission and goals.

Nominations – See items under New Business.

Publications – The committee met through various phone calls and e-mails last year. Mari Matulka will step down as Publications chair and Brian Gongol will chair the committee in 2011.

Deliverables/Activities for 2010 included:

- Wise Water Words: Published three issues (spring, summer, fall)
- Took photos at the annual fall conference and Water for People Golf benefit.
- Directory: Updated the on-line file at least every month.
- Website: Continuous updates – 9,484 visitors in 2008; 9,224 visitors in 2009; 6,997 from January – October 2010.

Plans/Projects:

- Wise Water Words: Publish three issues (spring, summer, fall)
- Directory: Update the on-line file at least every month.
- Website: Continuous updates.

Budget expenditures for 2010:

- Wise Water Words production was \$10,707.57.
- Advertising income was \$6,800.
- Net cost of Wise Water Words was \$3,907.57.

Budget request for 2011:

- Wise Water Words: No expenditure as National AWWA will print the newsletter.
- Directory: If the board decides to publish a directory, the cost would be approximately \$4,200.
- Website: Web hosting contract with Network Solutions (\$6.23 a month) is pre-paid until October 12, 2012. The domain (www.awwaneb.org) is registered until July 30, 2011. Cost to re-register the domain name will be \$10 for one year.

Public Information – NTV will film and conduct interviews at the conference tonight. Jami Cerone, HDR Inc., joined the committee. The committee met March 11, 2010 in Lincoln and used e-mail correspondence as needed.

Deliverables/Activities:

- Fall Conference presentation: Water School -- Marketing Your Water System to Your Community Materials sent to Mayors of the 30 class 1 cities inviting them to issue a Mayor’s Proclamation for Drinking Water Week.
- Public service announcements recorded and placed on the Section website for download by radio stations.

- Fall Conference news release sent to various media outlets in the state.
- Water-tasting contest and award at the Fall Conference.
- Nebraska Section Facebook page: 86 fans; 15-20 visits per week.

Plans/Projects for Upcoming Year:

- Manage Facebook page and explore other networking options.
- News releases for awards, fall conference and other events as needed.
- Activities prior to or during Drinking Water Week.
- Work with the Education Committee on student outreach efforts.
- Water-tasting contest.
- PSAs

The budget expenditures for 2010 were \$66 for postcards for water-tasting contest and the water-tasting contest award of \$72. The budget request for 2011 is \$750.

Research and Student Activities – The committee met multiple occasions during the regular semesters in Xu Li's office. Ben Stewart will finish his second term as the president of the AWWA-NWEA student chapter in May 2011. A new president and other officers will be elected.

Deliverables/Activities:

- March 15, 2010. Invited a former Peace Corp participant to share her experience in South America (about 10 students).
- April 1, 2010. Organized students to attend the Great Plain Waste Management conference in La Vista (about 10 students).
- April 8, 2010. Co-organized a field trip with the Young Professionals Committee for the UNL CIVE 425 students to visit the drinking water treatment plant in Louisville (about 30 students).
- April 23, 2010. Conducted a water tasting contest during UNL e-week.
- May 7, 2010. Assisted Water for People golf outing in Omaha (3 students)
- August 23, 2010. Assisted Nebraska Water Environment Association golf outing in Ashland (2 students)
- September 9, 2010. Held a student information meeting about AWWA and NWEA at UNL (about 10 participants).
- November 4, 2010. Attended the AWWA-NWEA annual conference in Kearney. (about 14 students)
- November 4, 2010. Organized the AWWA Fresh Idea poster competition at the annual conference in Kearney. (about 8 posters)

Budget expenditures for 2010 were approximately \$350. The budget request for 2011 will be \$350.

Safety Committee – The Safety Committee met twice, once in Chadron and once in Lincoln. The majority of the communication has been via the phone and e-mail.

Deliverables/Activities:

- Mailed safety surveys and determined safety award recipients for the safety recognition and achievement awards.
- Provided one-hour topics at the water operator training workshops in cooperation with the Education Committee.
- Planning for one to three one-day safety workshops or events in 2011 along with safety topics for the water operator training.
- Discussed future safety mailings, providing safety articles for the newsletter and topics for the 2010 workshops/conferences.
- Will have an application in the future for the National LaDue Award.

The committee will put together some safety articles for the magazine, brochures and booklets for mailing and handouts to members. The committee also will work with other committees and the League of Nebraska Municipalities on workshops.

One to three safety workshops are planned for 2011.

Anticipated expenditures for 2010 are \$72.81.

Budget request for 2011 is \$300.

Scholarship – Committee met 2010 through e-mail.

Deliverables/Activities include:

- Reviewed seven applications for the Colonel Theodore A. Liesen Scholarship. Five students attend UNL and two attend UNO. One student is a Civil Engineering undergraduate while the remaining six are seeking a graduate degree in either Environmental or Civil Engineering. Three students were selected to receive a \$1,000/each scholarship from NSAWWA and one student was recommended to NWEA to receive a scholarship from them,

which they accepted. The recipients of the 2010 Theodore A. Liesen Scholarships were Jake Fisher \$1,000, Zhongtian Li \$1,000 and Benjamin Stewart \$1,000. The Scholarship Committee thanks Dr. Xu Li for his assistance in publicizing the availability of the scholarships, encouraging applications and collecting them for the committee.

- Will review the current application for the Colonel Theodore A. Liesen Scholarship and make revisions as deemed necessary by the committee. There have been concerns regarding the legibility and completeness of submitted applications.

The budget expenditures for 2010:

- Abel Wolmen: \$1,000 (assumed)
- Stockholm Water Prize: \$500 (assumed)
- Top Ops: \$1,165 to date -- \$2,000 (assumed)
- Students: \$3,000

The budget request for 2011:

- Abel Wolmen: \$1,000 (Contribution to AWWA scholarship fund – maybe cut if budget constraints require)
- Stockholm Water Prize: \$500 (contribution to NWEA's science fair winner – maybe cut if budget constraints require)
- Top Ops: \$3,000 (Top Ops winners to attend nationals)
- Students: \$3,000 (Three \$1,000 Theodore Liesen Scholarships)

Small Water System Committee – Committee was unable to meet at NeRWA Annual Conference to discuss upcoming training sessions. It is our intent to hold one training session before the end of 2010. Committee chair asks that the board inform the chair about any dates and times of any webcasts that may be beneficial to water operators for inclusion into future training seminars. No budget expenditures for 2010, however 2011 budget request is \$850-\$1,000.

Water For People – Committee met via conference calls early 2010 and held the May 1, 2010 golf event. Golf activity and raffle at Fall Conference were held this year.

Upcoming events include:

- Outreach at different events, as available, continue with golf, trap, and raffle activities. Would like to hold a “thank you” event for activity sponsors and supporters; this is under development.

Budget expenditures for 2010 are covered by activity income. The budget request for 2011 is:

- WFP Workshop attendance (in conjunction with RMSO meeting): \$750.
- Raffle (Fall Conference): \$2,300 (income), \$800 (expenses), \$1,500 (donation, to WFP).
- Golf (May): \$10,000 (income), \$5,500 (expenses), \$4,500 (donation, to WFP)
- Trap (July/August): \$2,100 (income), \$300 (expenses), \$1,800 (donation, to WFP)

Water Utility Council – Numerous e-mails of water issues were transmitted throughout the year. We also met with the two Senators during the August recess on infrastructure and chemical security.

Deliverables/Activities:

- Annual AWWA Fly-In on water issues.
- E-mail update on Washington Report regarding water issue status.

Summary Report:

The Nebraska Section, Water Utility Council actively monitors a number of pertinent bills in the Nebraska Legislature. We also provide input and monitor the implementation of the Safe Drinking Water Act, water security, and Federal Communications Commission (FCC) with respect to wireless radio spectrum.

- A detailed list of the legislative bills that affect the water industry in Nebraska was published in the spring and summer 2010, Wise Water Words.
 - Special note: LB 764 (Fischer) – Authorizes a natural resource district in a river basin not fully appropriated to choose to develop an integrated management plan with the Department of Natural Resources. Currently, there is no authority to establish an integrated management plan in a river basin that is not fully appropriated. Signed by the Governor March 17.
- On a national scale, several items were accomplished:
 - In March 2010, AWWA sponsored a “Water Issued 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:
 - Water infrastructure bank
 - Drinking water appropriations
 - Chemical security

- A summary report of the Fly-In was published in the summer 2010, Wise Water Words.
- New issues are as follows:
 - Congress and the administration are seeking chemical security authority over water. The major issues in the chemical security bill, at this writing, are:
 - Forcing water utilities to eliminate chlorine gas as a disinfectant;
 - Requiring union members to be part of the utilities vulnerability assessment team, and
 - Making the utility prove that an individual who released information on a vulnerability assessment did so “intentionally.”
 - A water tax via a National Trust Fund still is an issue. AWWA vehemently opposes a water tax.
 - EPA has been ordered by the administration to regulate new water MCLs.
- Major SDWA issues still under review are:
 - Changes in the Distribution Rule;
 - MCL revisions for triazines;
 - EPA reopened a review of the MCL on atrazine, and
 - Continue implementation of LT2SWTR.
- The Total Coliform Rule framework has been tentatively approved. The rule-making process continues.
- We are working with the AWWA Telecommunications TAW, through the Critical Infrastructures Industry Coalition (CIIC) 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. Supervisory Control and Data Acquisition (SCADA) uses 900 MHz and 150 MHz spectrums for operation control and monitoring. AWWA and the Utilities Telecom Council commented to the FCC to provide broadband spectrum for CII to provide spectrum they need for growth in their critical operations.
- Small grid is an emerging technology that may be available to solve water utility connectivity issues.

The following items are scheduled for 2011:

- Annual AWWA Fly-In, March 2010.
- Partially finance the Section’s National Water Utility Council member to the AWWA annual meeting in Washington, D.C.
- Continued e-mails and discussion on current water issues and legislation/regulations.

Budget Expenditures for 2010 is \$2,250.

Budget Request for 2011:

- \$1,500 – Cost of AWWA Fly-In. Jerry Obrist’s are covered by AWWA and one attendee covered by AWWA.
- \$750 – Registration for the AWWA Annual Conference in Washington, D.C. in June 2011, to cover part of the costs to support Obrist’s attendance, as a member of the AWWA Water Utility Council meeting at the annual conference.

Young Professionals – Committee met through multiple e-mails and events. We need a few more members with some energy to help push/assist/help the others on the committee and also bring new ideas. May need to supplement the membership if volunteers fall out.

Deliverables/Activities:

- Louisville WTF Tour & Pizza with student chapter – Louisville (April)
- UNL Student Chapter E-Week Assistance w/variation of water tasting (April)
- Children’s Groundwater Festival – Grand Island (May)
- Fall Conference Social – Kearney (November)

Plans/Projects for 2011:

- List of ideas and possible events, however we need to meet/discuss as a group to solidify events. We have around four events a year. We also would like to see if we could conduct a joint event with NWEA/WEF to better promote the groups.

No budget expenditures for 2010.

Budget request for 2011:

- We request \$50 to buy small equipment or food at a social event.

The only other new business item brought up was discussions concerning the SRF. Doug Woodbeck said DHHS would have more information on this item in July 2011.

Jerry Obrist motioned to adjourn the meeting. Milo Rust seconded the motion at 3:15 p.m.