

**Pennsylvania Water Environment Association
Board of Directors Meeting Minutes
April 3, 2009
10:00AM – Holiday Inn – New Cumberland, PA**

Board members present: Art Auchenbach, Scot Fertich (Eastern Section), Dean Miller, Charles Music, Douglas Pike, Mike Sassaman, John Schon, Alison Shuler, Daniel Slagle, and Shannon Williams

Committee Chairpersons present: Twila Dixon, Carl Janson, Sophie Simon, Marykay Steinman, and Stefan Weaver

Staff: Susan Boynton

CALL TO ORDER AND APPROVAL OF MINUTES

President Douglas Pike called the meeting to order at 10:05AM; a quorum was confirmed. Doug Pike asked for discussion on or approval of the February 6, 2009 Board Meeting minutes as submitted.

Motion/Second by: John Schon/Art Auchenbach
Motion (passed): To approve the February 6, 2009 Minutes as submitted.

President's Report

President Pike had nothing new to report.

First Vice President's Report

First Vice President Alison Shuler reported she attended an ARRA PennVest meeting regarding stimulus funds that would be available for water and wastewater projects. All projects to be considered needed to be initiated by October 1, 2009 and need to create jobs.

First Vice President Shuler also attended a Sewage Advisory Committee meeting, in which Chapter 71A regarding planning was discussed. Alison reported that drafts were on the PA DEP website and asked Board members to look at them and send her any comments they may have.

Second Vice President's Report

Second Vice President Dean Miller had nothing new to report.

First Past President's Report

Absent, no report submitted.

Second Past President's Report

Absent, no report submitted.

Editor

Shannon Williams reported the Editorial Committee would review the Publisher RFP again and report back to the Board its recommendation. Shannon reminded everyone of the deadlines for receiving columns and articles for publication. If columns are not received prior to Editorial Committee meetings, the review is done by Shannon. Articles received by Shannon are emailed to all Editorial Committee members for comment prior to publication.

Secretary/Treasurer's Report

Secretary/Treasurer Art Auchenbach provided a review of the financial reports and noted the Association was in good financial position.

Western Director's Report

Western Section Representative Dan Slagle reported WESTEC was held on March 5 and 6, 2009. Thirty three vendors exhibited and 25 new members were signed up. The Section's first business meeting was held on March 19, 2009 and the next business meeting was scheduled for May 21, 2009. The Section currently has 650 members and the goal is to have 800 members by the end of 2009.

Central Section Director's Report

Central Section Director Chuck Music reported on scheduled meetings for April 10, 2009 at Springettsbury Township and May 8, 2009 at Derry Township. Chuck reported the Section's Board had voted to provide the Section's scheduled events to PWEA.

Eastern Section Director's Report

Scot Fertich represented the Eastern Section and had nothing new to report.

First Federation Delegate's Report

First Federation Delegate John Schon reported on the WEFMAX meeting held in New York City. The major topic discussed was the WEF and MA relationship. John noted that he was impressed with WEF's Executive Director, Bill Bertera. John also reported that WEFTEC in Chicago broke all previous records for both revenue and attendance figures. Other items discussed at the WEFMAX meeting included a focus on training, the need to not pull money from the association reserves, and to not cut primary projects related to the association's mission.

Second Federation Delegate's Report

Second Federation Delegate Mike Sassaman reported on the discussion PWEA Board members had with Bill Bertera regarding non-member workshop and conference fees including an amount that automatically joins a person with both WEF and PWEA. Based on an analysis done by WEF, Bill Bertera's recommendation was to set the member's fee for a training event fee based on a predetermine net revenue gain and to set the non-member fee higher, but to keep the extra revenue and not automatically make the non-member a member. WEF's analysis found that it takes seven years to recoup the costs of setting up a new member. Mike also extended a thank you to Alison Shuler for developing PWEA's presentation made at WEFMAX.

The board discussed how fees were determined for training events. There was consensus to have the Membership Committee discuss this topic at PennTec and to report back to the Board with the Committee's recommendation at the August 7, 2009 Board meeting.

Professional Wastewater Operations Director

Chuck Music provided a report for the PWO Committee. The next Committee meeting was scheduled for April 29, 2009. Chuck also noted that planning for the golf tournament, Operations Challenge and Operator's Olympics was going well.

PA DEP Report

Absent, no report submitted.

Motion/Second by: Chuck Music/Alison Shuler
Motion (passed): To accept Officer and Director reports.

Administrative Report

Executive Director Sue Boynton briefly reviewed the communications received and reported on the cancellation of one of the two scheduled Lab workshops.

Dean Miller provided comments on Veronica Kasi's letter regarding Operator Certification Regulations. Based on what Ms. Kasi included in her letter to PWEA, Dean recommended PWEA send the Environmental Quality Board with the Association's concerns.

Motion/Second by: Dean Miller/Art Auchenbach

Motion (passed): To have PWEA send a letter to the EQB regarding its concerns with the proposed Operator Certification Regulations and to provide notice to John Hines of the letter.

WEF Board of Trustee Report

Carl Janson reported the WEF website was in the process of being redesigned to add more interactivity features and to be more user friendly. Carl reported the process of cleaning up the WEF membership database was underway and it was estimated to take one year to complete. WEF plans to intensify its outreach to young professionals for greater participation. Given the current economic climate, WEF has delayed its discretionary spending. One of WEF's major initiatives was identifying the ties and strengthening the relationship between WEF and Member Associations. It was reported that WEF was being asked by its membership to take the lead in certification testing, but the WEF Board has expressed it does not have interest in researching or implementing this project.

Carl noted that he would communicate the issue of biosolids land application in Pennsylvania to WEF.

The Committee Reports for this meeting are reported in alphabetical order, as they were presented at the Board meeting.

Advertising Committee Report

Absent, no report submitted.

Awards Committee Report

Absent, no report submitted.

Biosolids Committee Report

Stefan Weaver provided information on the United Sludge Free Alliance, their goals and a meeting they held on March 10, 2009. Stefan also provided information regarding a project initiated by the Mid-Atlantic Biosolids Association (MABA) with Crockett and Hooks, a communications firm contracted by MABA. Stefan also reported a representative from the EPA would be at PennTec to provide an update.

Bylaws Committee Report

Doug Pike asked John Schon if he would be willing to chair this Committee and work with Sue Boynton on updating PWEA's outdated bylaws.

Collection Systems Committee Report

Jeff Cantwell reported he was look for a co-chair to help him with the Eastern Sub-Committee activities.

Conference Committee Report

Alison Shuler reported that PaAWWA had been contacted to discuss feasibility of holding a yearly joint conference. She reported the PaAWWA's 2010 conference was going to be a joint conference with the Chesapeake Association. Dean Miller noted he believe a joint meeting was worth pursuing.

Constitution and Bylaws Report

John Schon reported the PWEA bylaws were in need of updating. He will be reviewing recommended updates and reported that the revised bylaws will need to be sent to WEF for review and approval.

Finance Committee Report

Absent, no report submitted.

Government Affairs Committee Report

Absent, no report submitted

Industrial Pretreatment Committee Report

Absent, no report submitted

Laboratory Practices

Marykay Steinman reported the workshop for May 21 and 22, 2009 was moving forward. She also reported the Laboratory Advisory Committee had prepared comments regarding the Laboratory Accreditation Regulations and that they were being mailed to the EQB.

Membership Committee Report

Absent, no report submitted.

Nominations Committee Report

Carl Janson had nothing new to report.

Operator Certification Committee Report

Dean Miller provided his comments during the Administrative Report regarding the PA DEP's response letter regarding the Operator Certification Regulations.

Policy and Planning Committee Report

Absent, no report submitted.

Public Education Committee Report

Sophie Simon reported the Committee was continuing to work on gathering articles for the Article Bank and that the Committee was also preparing an article for the third quarter issue of the KWQM.

Research Committee Report

Absent, no report submitted.

Safety Committee Report

Absent, no report submitted.

Training Committee Report

Absent, no report submitted.

Utility Management Committee Report

Absent, no report submitted

Water Reuse Committee Report

Absent, no report submitted.

Web Site Committee Report

Carl Janson reported work on the first phase of the redesign of the website was almost complete and the new website will be unveiled June 1st.

Young Professionals

Absent, no report submitted.

Motion/Second: Alison Shuler/Chuck Music

Motion (passed): To accept Administrative and Committee reports.

UNFINISHED BUSINESS

Doug Pike initiated discussion regarding the use and processes of the PWEA Scholarship Program, which had not yet been implemented. The Board held a general discussion on the Program.

Motion/Second: Alison Shuler/Shannon Williams

Motion (passed): To allocated the 2009 budgeted monies equally among the three Sections.

Motion/Second: Alison Shuler/Shannon Williams

Motion (passed): To form an Ad-Hoc Committee to investigate goals and develop best plan/process for implementing the PWEA Scholarship Program.

NEW BUSINESS

Doug Pike reported on his recommendation that a policy should exist for developing and communicating PWEA position statements. He noted that this would be an action item for the Policy and Planning Committee.

A discussion was held regarding Board meeting dates during Alison Shuler's term as President. The 2009/2010 meeting dates were shared with Board members: August 7, 2009; October 2, 2009; December 4, 2009; February 5, 2010; and April 2, 2010. Board members were polled to see if they had a conflict with August 7th, as this was the date of the Go-With-The-Flow golf tournament. Members were also polled to see if there was a conflict with October 2nd, as this was the date of an Eastern Section workshop. No conflicts were cited and the 2009/2010 Board meeting schedule was not changed. The idea of having Board meetings by conference call versus face-to-face meetings was also discussed. Most board members liked having face-to-face meetings. It was determined that all board meetings would be face-to-face meetings except for the February 5, 2010 meeting, which would be held by conference call.

Motion /Second: John Schon/Art Auchenbach

Motion (passed): To adjourn accept the Committee Reports

The meeting adjourned at 1:15PM.