

**Pennsylvania Water Environment Association  
Board of Directors Meeting Minutes  
August 7, 2009  
10:00AM – Holiday Inn – New Cumberland, PA**

**Board members present:** Joseph Drnach, Larry Fair, Dean Miller, Charles Music, Douglas Pike, Mike Sassaman, Alison Shuler, and Joe Rost

**Committee Chairpersons present:** Carl Janson, Philip Tiewater, Stefan Weaver

**Guest:** Mike Kyle

**Staff:** Susan Boynton

**CALL TO ORDER AND APPROVAL OF MINUTES**

President Alison Shuler called the meeting to order at 10:10AM; a quorum was confirmed. President Shuler asked for discussion on or approval of the April 3, 2009 Board Meeting minutes as submitted.

**Motion/Second by:** Mike Sassaman/Joe Drnach  
**Motion (passed):** To approve the April 3, 2009 Minutes as submitted.

The Year-End 2008 Financial Review and month-ending June 2009 Financial Reports were presented by the Executive Director.

**Motion/Second by:** Dean Miller/Larry Fair  
**Motion (passed):** To approve the Year-End Financial Report and Treasurer's report.

**Motion/Second by:** Dean Miller/Doug Pike  
**Motion (passed):** To allow financial information be provided to Association's Accountant for filing purposes.

**President's Report**

President Shuler welcomed Joe Drnach to his first PWEA Board meeting. Alison reported PennTec 2009 was a success and contained good sessions in the program. She noted that a good time was had by all who attended the Young Professionals trivia game.

President Shuler provided a review of the meeting held with the PA DEP on August 6, 2009 regarding the Operator Regulations. In addition to PWEA sending a letter to the PA DEP requesting a 30-day extension to the comment period on Chapter 302, Alison requested the PA Sections also send a letter requesting the same. It was also requested that comments on and suggestions for revisions to the operator regulations be mailed as well.

A brief report was given on Chapter 71 (sewage management disposal, specific to housing and business development) and Chapter 73 (on-lot and pumping issues).

Also reported on was Bill 1341, which has emphasis on carte blanche testing of biosolids used for land applications. Stefan Weaver provided additional information and noted that the PWEA Biosolids Committee plans to be proactive in reaching out to House members and to let them know that the Committee is willing to assist and provide expertise whenever needed. Stefan reported the United Sludge Free Alliance held a meeting on June 13, 2009, at which Representative Kessler (Berks County) attended; his interest was making energy out of biosolids.

Alison reported she was working on forming an Ad-Hoc Committee to address further development or recommendations for a PWEA scholarship program. Philip Tiewater briefly explained the concept of using a community foundation as a possible avenue for administering PWEA's scholarship program.

President Shuler asked if the Board had interest in having a business planning meeting in 2010 with WEF facilitating the meeting. The consensus was to move forward with contacting WEF and scheduling a business planning meeting for early 2010.

#### **First Vice President's Report**

First Vice President Dean Miller's report is included in the Conference Committee report.

#### **Second Vice President's Report**

Second Vice President Joe Drnach had nothing to report. Joe indicated he was looking forward to working with everyone.

#### **First Past President's Report**

First Past President Doug Pike had nothing new to report.

#### **Second Past President's Report**

Absent, no report submitted.

#### **Editor**

Absent; email from Shannon Williams was read to the Board. Dean Miller asked if any work had been done to send out another RFP for publication services.

#### **Secretary/Treasurer's Report**

Absent; Executive Director provided report on financials at beginning of Board meeting.

#### **Western Director's Report**

Western Section Representative Joe Rost reported the Section had a Board meeting on July 16, 2009 at which the operator certification issues were discussed. Joe reported the Section would be providing comments to the PA DEP.

Upcoming Section events included a golf tournament on August 14<sup>th</sup>, a picnic on August 16<sup>th</sup>, a Section meeting on September 17<sup>th</sup> at Elwood City, and a clay shoot on September 18<sup>th</sup>.

#### **Central Section Director's Report**

Central Section Alternate Director Trudy Johnston reported the Section had approved hiring Randy Hurst to author and provide comments to the PA DEP on the proposed operator certification regulations. Upcoming Section events included a plant tour on September 11<sup>th</sup> and a trade fair on November 4<sup>th</sup>. Trudy also reported the Section was working on redesigning their website.

#### **Eastern Section Director's Report**

Eastern Section Director Larry Fair reported on upcoming events, which included a meeting in Oaks in September, an awards meeting in Reading, and a Section meeting in May in Myerstown. Larry reported the Section had 1,450 members and that the Section was in good financial standing.

#### **First Federation Delegate's Report**

Absent, no report submitted.

#### **Second Federation Delegate's Report**

Second Federation Delegate Mike Sassaman reminded everyone that WEFTEC.09 would be held in Orlando from October 10-14, 2009. Mike also reported the 2010 WEFMAX meeting schedule had been posted by WEF and the eastern regional meeting would be held in Puerto Rico on March 11-13, 2009.

#### **Professional Wastewater Operations Director**

Absent, no report submitted.

**PA DEP Report**

Absent, no report submitted.

**Motion/Second by:** Doug Pike/Joe Drnach  
**Motion (passed):** To accept Officer and Director reports.

**WEF Board of Trustee Report**

Carl Janson provided an update on the WEF/MA relationship workgroup and progress made in this area. Carl also encouraged Board participation at the 2010 WEFMAX meeting; noting that much information is shared among attending MA's. Carl also review the WEFTEC rotation schedule that has been communicated to members, including the costs and benefits of having a set venue for the rotation schedule.

**Administrative Report**

Executive Director Sue Boynton briefly reviewed the communications received. Susan reminded everyone of the dates for the regional WEFMAX meeting in March 2010 and indicated to the Board that the YP Summit would also be held in Puerto Rico in 2010. A reminder was given to everyone that 2010 budget requests would be due by the end of September.

**Advertising Committee Report**

Absent, no report submitted.

**Awards Committee Report**

Larry Far had nothing new to report.

**Biosolids Committee Report**

Stefan Weaver provided information during discussion of Bill 1341 during the President's report.

**Collection Systems Committee Report**

Absent, no report submitted.

**Conference Committee Report**

Dean Miller reported the Conference Committee will be meeting on September 9, 2009 at the HRG offices in Harrisburg.

**Constitution and Bylaws Committee Report**

Absent, no report submitted.

**Finance Committee Report**

Doug Pike reported a Committee meeting would be scheduled in November to review the proposed 2010 operating budget.

**Government Affairs Committee Report**

Absent, no report submitted

**Industrial Pretreatment Committee Report**

Absent, no report submitted

**Laboratory Practices**

Absent, no report submitted.

**Membership Committee Report**

Dave Walters report on the Committee discussion held at PennTec. The discussion included the differential charged for a workshop fee for a member versus a non-member. Expense information for member benefits and management of a new member versus the retention rate was discussed, as well as the fact that WEF had done the same research and discontinued it's practice of automatic membership

with a non-member fee. The Committee recommended to the Board to discontinue the practice of setting a non-member workshop fee to be the member rate plus an amount to affect a one-year membership for a non-member. The Board accepted this recommendation and then discussed alternative formulas for setting a non-member workshop fee.

**Motion/Second by:** Larry Hall/Mike Sassaman  
**Motion (passed):** To accept the Membership Committee's recommendation to discontinue the practice of setting a PWEA workshop fee for a non-member such that the amount is equal to the member fee plus the cost of dues for a WEF/PWEA membership.

**Motion/Second by:** Doug Pike/Joe Rost  
**Motion (passed):** To immediately implement the practice of setting a non-member workshop fee to be \$25 over the established member fee, which is based on a predetermined budget.

**Motion/Second by:** Dean Miller/Joe Rost  
**Motion (passed):** To exclude the annual conference non-member registration fee from the workshop non-member fee process and to defer the process of setting conference registration fees to the revenue goal outlined in the PWEA Handbook.

#### **Nominations Committee Report**

Carl Janson had nothing new to report.

#### **Operator Certification Committee Report**

Dean Miller had nothing new to report.

#### **Policy and Planning Committee Report**

Doug Pike reported the Committee would be working on reviewing the PWEA Handbook and making recommended changes.

#### **Public Education Committee Report**

Absent, no report submitted.

#### **Research Committee Report**

Absent, no report submitted.

#### **Safety Committee Report**

Joe Rost reported on the Safety workshop at PennTec and noted the Committee would be working to provide another hour-for-hour workshop at PennTec 2010.

#### **Training Committee Report**

Absent, no report submitted.

#### **Utility Management Committee Report**

Phil Tiewater indicated that the Committee was not able to provide the workshop proposed for 2009, but that the Committee would be working to provide the EPA Asset Management workshop in 2010.

#### **Water Reuse Committee Report**

Absent, no report submitted.

#### **Web Site Committee Report**

Carl Janson reported work would soon begin on Phase II of the website redesign, which would include a member-only login area and online registrations and payments.

#### **Young Professionals**

Absent, no report submitted.

**Motion/Second:** Joe Drnach/Dean Miller  
**Motion (passed):** To accept WEF Trustee, Administrative and Committee reports.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None.

The meeting adjourned at 1:45PM.