



**MWEA SPRING BOARD MEETING MINUTES**  
**Monday April 17, 2017 — 2:00 PM**  
**Best Western Heritage Inn: Great Falls**  
**Room: 200**

**Call to Order** – The meeting was called to order by Starr Sullivan at 2:10 p.m. Present: Amy Deitchler, Karen Kubik, Starr Sullivan, Herb Bartle, Mike Abrahamson, Rika Lashley, Rodney Lance, Jeremy Perlinski

**Introduction of Guest:** - Amy D. introduced WEF Trustee Karen Kubik, Wastewater Enterprise Capital Program Director, San Francisco Public Utilities Commission. She has 30 years of public and private experience in wastewater, power, and water utilities. Serve 1.6 million people during the day for wastewater. She is a trustee on the WEF Board. WEF is focusing on the Operator tools and looking at National Certification. A lot of focus is on YP, getting businesses to let their people join.

**Old Business:**

1. Review & Approve Fall Meeting Minutes: Amy D. made a motion to approve the minutes. Mike A. seconded the motion. The motion carried.

**New Business:**

1. Budget Report: The budget is in good shape thanks to the conference proceeds. Discussed Robin's expenditures. The extra \$150 is for her 2017 WEF Membership Dues. Move the \$150 over to Admin/Miscellaneous. Discussed the Education Scholarship. Decided to leave Education Scholarship budget as is. Discussed what to do with CD #2 as it matures on May 20, 2017. Should it be transferred to a money market or leave as is? Not making much money (\$14.00 in 12 months). Possibly a Vanguard account. Starr will contact Jen Yellen. Karen will look into WEF to see if there are any rules that are applicable to how the money can be invested. Alabama uses a credit card that gets 2% back on purchases. There are no rules that govern it. Rodney motioned to approve the budget. Herb seconded it. Budget was approved.
2. MWEA Scholarships: Only gave out two scholarships this past year; Zac Dean (Seeley Lake Water District and volunteer for PWS#3883) and Wayne Buck (Rosebud Sewer District, Miles City, MT). \$500 each.
3. Robin's Contract (Contract Dates are July 1 2016 – June 30, 2017): Herb B. mentioned that we should review her budget every 3 years to determine if we need to raise her salary. Amy will talk to Robin and will discuss at Joint Membership.
4. Laboratory Analysis Excellence Award by WEF: Starr mentioned that the National WEF does an award for laboratory analysis. Questioned whether this MA would want to award it as well. Jeremy mentioned that WEF would pay for it. Amy motioned that we

award this next year. Rika seconded it. Motion passed.

5. MWEA Committee Reports:

<b>Committee</b>	<b>Board Oversight</b>	<b>Committee Chair</b>
Beneficial Reuse: Nothing to report at this time.	Senior Trustee—Herb B.	Terry C.
Education: Nothing to report at this time. This is not the same as Public Outreach committee.	President—Starr S.	Nancy C.
Government Affairs: Nothing to report at this time.	National Delegate—Amy D.	Scott B.
Honors & Awards: Small Systems award and Burke award will be awarded this year. No nomination for the “Operator of the Year” this year.	Past President – Amy D.	Jeremy P.
Grants for Teachers: Awarded \$1100 to Smith Elementary School in Helena. Awarded WMS \$901.52. Program is becoming more successful every year.	Senior Trustee – Mike A.	Amy D.
Long Range Planning: Up for revision. Should not be a significant amount of work. Michele Marsh taking the lead on this.	Vice President – Herb B.	Michele M.
Membership: Nothing to report at this time.	President Elect—Jeremy P.	Cora R.
Pretreatment: Going to meet in Great Falls this fall. Date TBD.	Vice President—Herb B.	LeAnn W.
Stockholm Junior Water Prize: Conference is earlier this year. Still looking for the regional winners to judge whom the overall winner will be.	Junior Trustee—Rika L.	Kristi K.
Stormwater: Nothing to report at this time.	Vice President – Herb B.	Lance L.

6. Preconference 2017 Update: Amy gave a short update on the preconference. Lance L. is trying to get this committee up and going.
7. Strategic Plan Update: Not everyone has a strategic plan and not everyone updates it yearly. We do though. This will be used to form the individual strategic plans. Can get assistance from WEF if needed. #9 (MWEA License Plate) is no longer on the plan. We motioned to not do it at this time. #2 should be complete, depending on the outcome at the Pre-Conference. #2, #3 and #9 should be deleted off of the Strategic Plan. Add the possibility of operator training and certification exams to the plan. Amy will update and send out a copy of the By-laws and Strategic Plan to everyone.
8. WEF MA Workgroup Update: Rika attended the 4 week workgroup and gave an updated on it. WEF marketing was looking at how to retain and recruit members. A survey was conducted and it was established that there needs to be better relations with new members, keeping them informed, etc. Committee chair should send out letters to new members to ensure the proper membership information is obtained. Provide a booth at the Rural Water Conference in the future, if possible. It was also brought up that rural water provided excellent service to rural areas in a couple of other states. Rural water focuses on smaller systems and they also provide a circuit rider to support

the smaller systems. Where or how can WEF fit in to support the larger systems like Rural Water supports the smaller systems is the question of the day. Might want to set up training on lagoons and/or small systems at future conferences. Possibly provide operator training and certification exams at future conferences. Feasibility is a question whether DEQ could support this. Starr will discuss this with Pete B.

9. Other Topics: None

10. Adjourn: Starr made a motion to adjourn. Rodney seconded the motion. The meeting was adjourned at 3:56 p.m.

DRAFT