

# AWEA Board Meeting

Wednesday, February 15, 2017  
10:00 a.m. – 2:00 p.m.

Offices of Brasfield & Gorrie  
Birmingham, Alabama

Wheeler Crook called the meeting to order. Those in attendance signed in on the attached sheet, which is made a part of these minutes.

## EXECUTIVE SESSION

Participants in the Executive Session included: Wheeler Crook, Mike Sims, Dana Raughton, Matt Alpaugh, Mike Lankford, Patrick Wootton, Rob Coleman, Brian Shannon, Scott Cummings, and Kimberly Polifka.

### College Visits

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Wheeler asked for updates on setting dates to make college visits.

- Rob – UAB – please set a date.
- Mike Sims stated that he had spoken with Dr. White at The University of South Alabama and that Josh Boltz of Volkert has agreed to help. They are planning to meet in March 2017.
- Dana Raughton – Auburn. She has received contact information for someone at Auburn.

Mike mentioned that Josh Boltz is interested in visiting all the schools and Wheeler countered that the general idea is to have the Board involved.

Rob asked about the approach, whether to go through the professors or ASCE. Wheeler indicated that ASCE may be the easiest way to reach out.

### WEFTEC 2017 – Chicago

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Wheeler stated that he is concerned that there are too many variables to host a costly event. Christy Perdue offered to Wheeler an idea to purchase 75 or so tickets to the Cubs game on Sunday evening. Matt asked how to choose who attends. This depends on the price of tickets. Budget is \$4000 + sponsorships. A baseline would be set by the allotted funds. Folks would have to RSVP.

The Board will need to make a firm decision post conference when the NFL schedule is announced. Variables include the cost of tickets to each event and hosting the event on Sunday versus Monday.

### Treasurer's Report

Dana Raughton presented a report of the treasury. At the end of January 2017, the Regions checking account had a balance of \$177,753.70. The balance of the Money Market account was \$74,890.20 and the Scholarship account remained at \$9,698.77. Total cash assets are \$262,342.67 as of January 31, 2017. This is approximately \$39,000 more monies than AWEA had at this time last year.

Income this month was related the Utility Management Conference and Annual Conference income. Sponsorship is currently at \$36,100 and \$450 in golf. A final push will be made in February and early March to call in as many sponsorships as possible.

### Data Collection for Training Events

A template to collect data has been prepared to collect data on training events. The Collection Systems and Wastewater Treatment Committees will need this template for upcoming training events. Use of this template can start at the next training event on February 22 in Prattville.

### Legal Status / Accounting

Dana reported that she has emailed Warren Averette Accounting, but received no response. Dana has not reached out to the consultant about executive director pricing. Brian Shannon is still researching executive director duties and costs. Brian stated he had received information from South Carolina and has shared it with Wheeler.

Dana will contact the accountant and Wheeler will contact a consultant. Scott Cummings will provide contact information.

### Comp Rules Plan

Comp rules were established at the January meeting. These have been posted to OneDrive for use beginning May 1, 2017.

### Committee Restructuring Considerations

Wheeler Crook will provide recommendations at the Annual Conference.

### AWEA / AWWA Collaboration – Future Plan

Matt Alpaugh and Brian Shannon are determining costs for vendors and attendees and looking at the potential division of future revenues. They are looking at how this works for other member associations.

A meeting between AWEA and AWWA AL/MS leaders was held during the Utility Management Conference in January. Discussions were held about holding a joint conference in Birmingham in 2018. Logistics that will need to be addressed include committees or joint committees, planning committees, how often to meet, etc. The pros and cons of a joint publication are also being investigated.

Wheeler stated that he had been working Jim Watterson and Brian Shelton on the AWWA AL/MS side to outline items of importance in scheduling. They will prepare a rough draft of a schedule. There has been a lot of going back and forth. Awards are very important. AWEA spends a lot of money on their conference – food and banquets. They also spend a large sum of money planning their conference.

#### ADEM / AWEA Liaison Role Discussion

Discussions will continue regarding the role of the ADEM Liaison to AWEA and how best to utilize Jim Grassiano in this role.

#### WEFMAX Attendees

A brief discussion was held about who could go or would be going to WEFMAX this year. No one can go in May 2017. Dana suggested that the allotted funds be deferred to 2018 and four people go in 2018.

Rob stated that he was considering going to Cincinnati in April. A portion of the budgeted funds will be set aside if Rob goes to WEFMAX in Cincinnati. The goal is to get Mike Lankford, Matt Alpaugh, and Dana Raughton to a WEFMAX.

#### NASSCO

Jimmy Stewart said that he is working on a separate contract for PACP training using AWEA mechanism at Jefferson County's Shades Facility to renew their PACP for Jefferson County Staff. This training event will be handled by the Collection Systems Committee. Matt Alpaugh has been working with Steve King to plan for this training. They will work with Jimmy to obtain the contracts and set a date for this training.

### **BUSINESS FROM THE FLOOR**

Rob presented information from WEF about a membership committee recruitment initiative. Wheeler stated that he didn't see how this initiative would benefit AWEA, offering free entry to WEFTEC and free MA membership to someone who has never before been a WEF member. Patrick suggested that this initiative be used to reach out to pipe folks so they can see benefit to the organization.

Wheeler asked Rob to determine the financial impact is to AWEA. Brian stated that this is a WEF initiative and, because of that, it should be considered.

There being no further business, the Executive Session was adjourned.

## **GENERAL SESSION**

In addition to those present for the Executive Session, Christy Perdue, Wes Cardwell, Brian Thomason, Kevin Kennoy, Jim Grassiano, and Andrew Green joined the meeting for the General Session. Dan Ballard participated by telephone.

Wheeler called the General Session to order.

### Approval of Meeting Minutes

The meeting minutes from the January 11, 2017 Board Meeting were presented by email for review prior to this meeting. Mike Sims motioned to approve the minutes as presented. Dana Raughton seconded the motion. There being no noted changes, the minutes stand approved.

### Delegate's Report – Rob Coleman

No formal report.

Rob stated that WEF's Membership Recruitment Initiative was presented to the Board in the Executive Session and it has been tabled until March meeting.

A brief discussion was held during the Executive Session about attending WEFMAX. No one can go in May. Rob stated that he was considering going to Cincinnati in April. A portion of the budgeted funds will be set aside if Rob goes to WEFMAX in Cincinnati. The goal is to get Mike Lankford, Matt Alpaugh, and Dana Raughton to a WEFMAX.

### Utility Management Conference Wrap Up – Scott Cummings

The turnout for this year's Utility Management Conference was very good with 79 paid and 20 comped registrations. Approximately \$8675 in revenue and about \$6,200 in expenses left a profit of approximately \$2,400. Kim will prepare and mail a check to AWWA AL / MS for half of the net profit. The goals and expectations for this conference were met and exceeded.

Scott stated that Jim Miller suggested that the meeting be pushed back to coincide with the AWWI meeting in early January 2018.

### WEFTEC 2017 Planning

Refer to notes from the Executive Session portion of these minutes.

## **COMMITTEE REPORTS**

### *Government Affairs – Scott Cummings*

Scott reported that the AWWI meeting had been held the week before. AWWI is drafting legislation to get sales tax exemption for water utilities and the same for wastewater utilities. They are trying to collaborate with Alabama League of Municipalities relating to liability issues for municipal employees. They are also working on updating WEF's Position Statement on the Farm Bill. Resources have been committed to support Eve Brantley on a research grant to look at relationships between point source and non-point source.

The WEF Fly-In is scheduled for the week of March 20, 2017. Scott will attend with others from Alabama; approximately six in all, which is larger than in past years. Their itinerary includes the WEF / NAQUA Forum on March 21<sup>st</sup> as well as scheduled office visits on March 22<sup>nd</sup> and 23<sup>rd</sup>.

Wheeler asked if it would be good for more WEF folks to attend. Scott stated that a consistent rotation could not hurt. He talked about the good staff relationships that have been built over time and the fact that they know Alabama is participating and why. There have been opportunities where they have reached back for input on legislation. Scott said that he has worked with Senator Sessions and Representative Roby on legislation. And, this will be the first year that when EPA is mentioned, they won't be able to say that they don't have control. Brian stated he might be interested in participating.

#### *Communications Plan – Christy Perdue*

Christy presented a written Communications Plan that she has worked on with Wheeler, Scott, and Kim. Christy, Scott, and Kim post feeds on social media. Look at branding AWEA logo, 40<sup>th</sup> Anniversary logo, promoting upcoming events. Christy stated that the Utility Management Conference was promoted in real time. She also noted that other organizations, like AWWA AL / MS Section had picked up and promoted the feeds as well.

Christy asked for content from anyone who can offer items of interest. She said that she would like to receive electronic copies of the quarterly newsletter for promotion and encouraged those present to continue liking and sharing posts to grow reach.

#### *Collection Systems Committee – Steve King*

No Formal Report

The next training event will be held in Montgomery, Alabama on Monday, March 20, 2017. Registration for this event is full

#### *Wastewater Treatment / PWOD - Wes Cardwell & Mike Lankford*

The first workshop of 2017 was held in Prattville on February 22, 2017. Fifty-four persons registered for this event, not counting speakers. Wes offered that larger venues are needed because all of the workshops with which he has been involved have filled to capacity, having to turn away folks. He stated that they will continue to poll attendees to determine training needs.

This committee is coordinating with Matt Alpaugh to offer Chlorine Training in Jefferson County, possibly in May or June 2017. The cost is \$1800 and they will join with AWWA to host this event. This event will not be publicized prior to the Annual Conference where Chlorine training will be offered.

#### *Water Resources Committee – Dan Ballard / Matt Dunn*

Dan Ballard stated that he and Eve Brantley met and discussed a variety of opportunities where AWEA and Auburn University can work together. They are looking at a partnership in 2018 that will offer a good opportunity to lead a technical session in the Storm Water Conference or Forum. A proposed list of committee members is being developed.

#### *Scholarship Committee – Lennette West*

No Report

Wheeler asked that Kim check with Lennette to determine if AWEA's scholarship information has been posted at local institutions. Christy asked Kim to send information to her for social media promotion.

*Membership Committee – Kimberly Polifka*

Kim stated that progress had been made on the database cleanup. The ladies who were making calls for AWEA had completed their work and that the two segments would be merged together and new members added. This updated database has been added to One Drive.

*Sponsorship Committee – Dana Raughton*

Dana stated that a total of \$36,100 had been committed to date. This includes six Diamond Sponsors. A push will be made late February and early March to call in as many sponsorships as possible. The goal is to meet or exceed \$40,000.

*Publications – Matt Alpaugh*

No Formal Report

Kim stated that we have a lead article and that the content is currently being organized for Kelman to prepare the layout. This issue will hit desks prior to the conference.

*ADEM Liaison – Jim Grassiano*

Jim reported that ADEM's Water Division is creating an initiative to do lead testing in schools. This will go on for a period of years. Not sure what it will find, but is likely a good thing. School Districts are likely forced into this. ADEM is wondering what will happen with EPA and the new administration. What it will mean for ADEM and other administrations. ADEM's funding is likely more uncertain than ever before. Don't know who the new Region IV Administrator will be, but there are some candidates from Alabama.

Jim spoke briefly about group training initiatives for operators with the intent of trying to get them to a point where they can pass the exam. During the last couple of months, there have been more training events than usual, held in Huntsville, Clear Water, and other areas. Folks are not doing well on the exam and some utilities are trying to help by hiring internal training with 30-40 folks taking the exam at the same time.

In talking with AWPCA folks about unifying an annual conference, Jim said that it wasn't well received because it didn't work before. He said that it seems kind of personal on AWPCA's side. He offered that they may be open to doing some sort of joint training.

**ANNUAL CONFERENCE PLANNING**

- *Signage – Kim & Wheeler*
- *Officer Shirts – Kim & Mike (order)*
- *Roundtable is Set*
- *WEF Awards - Rob Coleman / Scott Cummings*
- *Sponsorship - Dana Raughton (calls will be made)*
- *52 Abstracts / Technical Program – Dana Raughton / Patrick Wootton*
- *Menu – Mike / Kim*
- *Fishing Tournament – 11 registered*
- *Golf Tournament – 5 registered – Craft Farms*
- *The Masters in the Exhibit Hall at Opening Reception*
- *Breakfast Buffets Both Days*
- *No Awards on Monday*
- *Strolling Lunches Both Days – vendors can eat 30 minutes before lunch is opened to all*
- *Fun Run – Rob Coleman*

*PWOD Awards Presentation – Mike Sims / Wes Cardwell*

Inspections are ongoing and reports are due by March 1. Mike will order the plant awards. Currently reviewing 18 plants using 15 inspectors. Some plants are larger.

*AWWA/AWEA Collaboration Work Group Update*

Discussions are going well. Dana, Wheeler, and Brian are working on this task. Refer to notes from Executive Session.

*NASSCO Training Opportunity Update*

Refer to notes from Executive Session

*College Education and Visibility Initiative*

Refer to notes from Executive Session

*Task List Review*

Wheeler stated that all items had been discussed today. No need to review.

*New Business from the Floor*

No new items from the floor.

There being no further business to discuss, this meeting was adjourned.  
A meeting will be held in March, with the date and location to be determined.