



Annual Business Meeting Agenda

September 14, 2023, 10:30 AM
 1 Hour and 36 Minutes
 Conference Room

Meeting Called By:	President Michael Johnson
Note Taker:	Matt Pajl
Attendees:	See attached sign-in sheet

Agenda Topics

5	Call to Order and Introductions	President Michael Johnson
5	Minutes of the 2022 Annual Business Meeting	President Michael Johnson
5	Treasurer's Report	Matt Pajl
10	Delegate Report	Dennis Rebelein
15	WEF Representative Report	Jamie Eichenberger, Trustee
10	Old Business	President Michael Johnson
5	Election of Vice President	President Michael Johnson
10	Spring Seminar	President Jeremy Casteel
5	Stockholm Jr. Water Prize/Regional Science Fair	Chris Schmit
5	New Business	President Jeremy Casteel
15	Source to Stream Update	Erin Steever
1	Adjourn	President Jeremy Casteel

5	Call to Order and Introductions	President Michael Johnson
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Discussion:

SDWEA Executive Committee:

- President: Mike Johnson
- Past President: Tanner Hanson
- Vice President: Jeremy Casteel
- Secretary/Treasurer: Matt Pajl
- Operator Representative: Craig Mitchell
- WEF Delegate: Dennis Rebelein

WEF Representative: Jamie Eichenberger, Trustee

Conclusions:

N/A

Action items:

N/A

Person responsible:

N/A

Deadline:

N/A

5	Minutes of the 2022 Annual Business Meeting	President Michael Johnson
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Discussion:

Minutes are provided at the meeting.

Conclusions:

No questions or comments were discussed from the prior meeting minutes. Dennis Rebelein motioned for approval, Tina McFarling seconded the motion. Motion passed and the minutes are approved.

Action items:

N/A

Person responsible:

N/A

Deadline:

N/A

Discussion:

We had a higher income from WEF memberships although we have kept the SDWEA membership price the same.

Had a noticeable higher expense with literature request, had 3 communities request literature also, WEF raised shipping substantially. We typically see this expense near \$100 annually.

- Erin Steever asked if there was training provided for the WEF Delegate. Dennis Rebelein noted that there is training but it will be discussed more on the next agenda item.
- Erin Steever asked if WEF participates in a DC fly-in. The answer was given that the SDWEA section has not historically participated in the fly-in. Jamie Eichenberger stated that nationally, WEF partners with another organization for the fly-in and does have talking points that it shares with the other organization.

Conclusions:

Dave Van Cleave motioned for approval, Tanner Hanson seconded the motion. Motion passed and the treasurer's report is approved.

Action items:

N/A

Person responsible:

N/A

Deadline:

N/A

Discussion:

- Dennis has noted that there is some training for the WEF Delegate but the training is very minimal. Currently the training is from the prior Delegate providing some overlap with the new Delegate. It was noted that the prior Delegate should provide the expectations of the duties and the topics to promote to benefit SDWEA, that the new Delegate has.
- This year the House of Delegates talked extensively on the strategic plan, what the purpose of the House of Delegates is, and improvements on WEF Delegate onboarding.
- This year the House of Delegates will hold meetings for 2 days at WEFTEC.
- A question was asked, what position other MAs send to the DC fly-in. Jamie noted that typically, a member of a governmental board is sent. SDWEA does not have a governmental board. It was discussed that the WEF Delegate could be sent or one of the executive board members.
 - The fly-in is to represent the water industry as a whole. There is also a water advocate organization that is free and provides representation for the water industry. Chris Schmit is currently a water advocate and it noted that it is open to anyone.
 - WEF has a grant program that MAs can use for a wide variety of items. Jamie mentioned that submitting a request for the grant for funding on the DC fly-in would be a good option. Dennis Rebelein will check in on the grant request process and provide an update to the executive committee for determination on if a grant request should be submitted.
- Jamie noted that if WEA has questions with committee items that questions can be brought to WEF through our WEF Delegate.

Conclusions:

- The House of Delegates is working on improvements to delegate onboarding, strategic planning, and what the purpose of the House of Delegates.
- The WEF grant program can be submitted for funding for sending a member for the DC fly-in. Dennis will check into the grant submittal requirements and the executive committee will make a determination if the grant request should be submitted.

Action items:

Dennis will check into the grant submission request and the committee will determine if we should submit it.

Person responsible:

Dennis Rebelein,
Executive Committee

Deadline:

December 1, 2023

Discussion:

- WEF's priorities this last year have been work force development, improving MA resources, and pushing a circular water economy. These are all priorities that are facing the water sector.
 - For work force, pulling together resources to help with training and attracting and retaining staffing in the sector.
 - For MA resources, this is an ongoing work process. The goals are to make it easier for members to get involved and into committees on the WEF level. To help with this, there is WEF community which is a new forum to get members involved and to be able to ask questions.
 - For circular water economy, WEF wants to expand the use of treatment byproducts and focus on selling the byproducts to commercial and industry. WEF held the first conference this spring. WEF is working on getting facilities linked with commercial and industry players on the byproducts produced, such as biosolids, water reuse, biogas, etc.). Another area of focus is carbon credit sales. WEF will be providing more information on the circular water economy in the near future.
- A question was asked on the push for a national certification. The question is if WEF has a stance on it. The answer is that WEF does not have a formal position but does have a nonformal stance in favor of the certification. It is noted that to change the operator certification process for each state will have to be done on at each state on the state level.
 - A follow-up question is asked if WEF will put together and provide a model for each state to be able to utilize, which might help streamline the process and make it easier to push the national certification.
- WEF had an executive director step down this spring. There is an interim director now with the search for a permanent direction starting next year.

Conclusions:

See minutes above.

Action items:

N/A

Person responsible:

N/A

Deadline:

N/A

Discussion:

1. Update on taskforce to address the bylaws updates. If interested in joining the taskforce, contact either Tanner Hanson or Michael Johnson.
 - No response
2. Jim Jones has been providing quarterly WWTP Spotlight articles for Source to Stream. Any interest in assisting in Jim Jones with articles or suggestions of which WWTP to be covered in the spotlight?
 - No response
3. Other Items
 - a. Vote on raising the sponsorship for the regional science fair from \$30 up to \$200 per year.
 - Discussion on if the funding can be divided between multiple science fairs. Yes, the sponsorship could be divided up to multiple science fairs but not other fairs were mentioned in the meeting.
 - b. Looking for a person to take over the Stockholm Jr. Water Prize position.
 - Chris would like to have the knowledge of SJWP expanded in the state. Potential to reach out to other science fairs. Scott Langer will continue to help Chris with SJWP but we still need another volunteer to help.
 - c. Still looking for a volunteer to be the Young Professionals Representative.
 - No volunteers, suggested that we work with AWWA YP and see if AWWA YP will drive the involvement since many members are in both organizations.
 - d. Considered adding a new WEA position for the YP Representative.
 - e. Setup a Tuesday night, Spring Executive Committee Meeting at the Spring Seminar. Update of the Spring Meeting.
 - We will continue to work on action items from the annual meeting.

Conclusions:

DelRon Peters motioned for approval of dividing up the science fair sponsorship and increasing the sponsorship up to \$200, Chris Schmit seconded the motion. Motion passed.

Action items:

Michael Johnson will talk with the AWWA YP chair to see about AWWA working with WEA to facilitate the YP involvement in WEA.

Person responsible:

Michael Johnson

Deadline:

December 2023

5	Election of WEA Officers	President Michael Johnson
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Discussion:

- President Role: Jeremy Casteel; Past President Role: Michael Johnson
- Vice President Role: Amanda Fisher
- Secretary/Treasurer Role: Executive Committee recommendation is Matt Pajl
- Operations Representative Role: Executive Committee recommendation is Allyn Brummel
- SDWWA Board Representative Role: Looking for volunteers, Michael Johnson will do this role if no volunteers.
- Other nominations?
 - No other nominations.
- Question was asked if the SDWWA Board Representative role has to be the past president. The answer is that it does not have to be but that is typically how we operate.

Conclusions:

- Chris Schmit motioned for a unanimous vote for Amanda Fisher be elected to the Vice President role, Michael Johnson seconded the motion. Motion passed, Amanda Fisher is the Vice President.
- Dave Van Cleave motioned to vote for Matt Pajl to be Secretary/Treasurer, Dennis Rebelein seconded the motion. Motion passed, Matt Pajl is the Secretary/Treasurer.
- Dave Van Cleave motioned to have Michael Johnson being the SDWWA Board Representative, Dennis Rebelein seconded the motion. Motion passed, Michael Johnson is the SDWWA Board Representative.

Action items:

Notify Jeremiah Corbin of the updates to the SDWEA webpage.

Person responsible:

Matt Pajl

Deadline:

October 2023

10	Spring Seminar	President Jeremy Casteel
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Discussion: Typical dates are April 10-11 or April 17-18. Below are events for Rural Water and AWWA for 2024.

Rural Water EXPO	April 24-25	Rapid City-Ramkota
Rural Water Warriors Fishing Tournament	TBD	Pierre-Outpost Lodge

Conclusions:

Chris Schmit motioned to have the Spring Seminar on April 17-18, Dennis Rebelein seconded the motion. Motion passed.

Action items:

Notify Rob Kittay of the Seminar date

Person responsible:

Matt Pajl

Deadline:

October 2023

10	Stockholm Jr. Water Prize/Regional Science Fair	Chris Schmit
<p>Discussion:</p> <ul style="list-style-type: none"> • There were two entries this year. • Chris Schmit will continue to send press releases to local newspapers. • It was brought up that we should request that the SJWP winner attend the annual conference. The winner could display their poster that they have to put together for the competition and display it during the vendor portion of the annual conference. Michael Johnson will discuss with the SDWWA board to see if we can have a \$500 scholarship to travel for the SJWP to the annual conference. Scott Langner will champion the writeup request for presentation to the SDWWA board. 		
<p>Conclusions: See the notes above.</p>		
<p>Action items: Scott Langner to put together a write up for presentation to the SDWWA board for a \$500 scholarship for SJWP travel to the annual conference. Michael Johnson will present the request to the board.</p>		<p>Person responsible: Michael Johnson & Scott Langner</p> <hr/> <p>Deadline: Next SDWWA Board meeting</p>
10	New Business	President Jeremy Casteel
<p>Discussion:</p> <ol style="list-style-type: none"> 1. Suggestions for sponsorship of additional science fairs or other suggestions of sponsorships. <ul style="list-style-type: none"> • No suggestions provided. 2. Literature Request form is being updated with the new literature publications that replace the discontinued publications. <ul style="list-style-type: none"> • The question was asked if there is a set budget amount for literature request. The answer is that there is not a set budget but historically the amount is around \$100 annually. 3. Suggestions of how to promote the awards that SDWEA and WEF have? <ul style="list-style-type: none"> • Dawn Zahn noted that we could advertise the awards at the Municipal League. Tanner Hanson will mention the awards this year at Municipal League, and have sheets put into the handout bags. • Have print outs of the nomination forms at the Spring Seminar. 4. Other new business? <ul style="list-style-type: none"> • No other business 		
<p>Conclusions: Spread information on awards and how to nominate people.</p>		
<p>Action items:</p> <ul style="list-style-type: none"> • Provide award nomination forms at the Spring Seminar. • Provide notification of awards and print outs at the Municipal League. 		<p>Person responsible: Tanner Hanson & Matt Pajl</p> <hr/> <p>Deadline: Municipal League & Spring Seminar</p>

15	Source to Stream Update	Erin Steever
<p>Discussion:</p> <ul style="list-style-type: none"> • Source to Stream is looking at a new printer. • Debra has been brought aboard to help with publications and she has helped with the success. • Request that SDWEA committee members be more involved with gathering publication articles. Would like to have 2 more publications each quarter in addition to the WWTP spotlight. • One publication can be a the SDWEA President’s Report, similar to the SDWWA Director’s Report. • Request to send out preassigned articles to members. • Source to Stream is offered online as well as paper copies. • Revenue this year was negative; however, when the bank account passes a certain amount, a revenue share is provided to the organizations. A revenue share may be in the next couple of years. • Amanda Fischer will be on the Source to Stream board. 		
<p>Conclusions:</p> <ul style="list-style-type: none"> • Will need to send in 2 additional publications each quarter, with one being a President’s Report. • Debra has been helping out with Source to Stream. • Revenue share maybe in the next couple of years. 		
<p>Action items:</p> <ul style="list-style-type: none"> • Matt Pajl to preassign members for publications. • Jeremy Casteel to writeup a President’s Report for each quarter. 		<p>Person responsible: Jeremy Casteel & Matt Pajl</p> <hr/> <p>Deadline: October 1, 2023</p>
1	Adjourn	President Jeremy Casteel
<p>Discussion:</p> <ul style="list-style-type: none"> • Discussed moving the next annual meeting to 10:00 a.m. It was determined that keeping the meeting at 10:30 a.m. was best. 		
<p>Conclusions:</p> <ul style="list-style-type: none"> • Keep the meeting time at 10:30 a.m. • Chris Schmit motioned to adjourn the meeting, Tina McFarling seconded the motion. Motion passed. 		
<p>Action items: N/A</p>		<p>Person responsible: N/A</p> <hr/> <p>Deadline: N/A</p>



wef Member Association

ANNUAL BUSINESS MEETING
SIGN-IN SHEET
SEPTEMBER 14, 2023 – 10:30 a.m.

No.	Name (Please Print)	E-Mail Address
1.	Scott Langner	slangner@denkotasrb.com
2.	Tina McFarling	tina.mcfarling@state.sd.us
3.	Dennis Behelein	
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No.	Name (Please Print)	E-Mail Address
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