

MWEA EXECUTIVE COMMITTEE QUARTERLY MEETING

MARCH 26, 2022

Quorum confirmed.

Becca called the meeting to order at 1:31 p.m.

Scott Foley motioned to approve the previous meeting minutes; Jim Burks seconded. Motion passed.

INTRODUCTIONS

REPORT FROM OFFICERS

- President, Becca Coyle – No report.
- President-Elect, Amanda Johnson – Samantha read Amanda’s report.
- Vice President, Todd Fulton – No report.
- Treasurer, Sam Weidenbenner – See report.
- Secretary, Eric Farrow – See report. Clara stated 60-day minimum notice for DNR approval and to go through MWEA Registration. Clara noted the desire to start training a successor to replace her for DNR approvals, etc. Clara noted potential price corrections (i.e., workshop pricing) to address the price freeze from 2019.
- Past-President, Jim Burks – No report.
- Past-Past President, Mickey Bernard – No report.
- WEF House of Delegate Update, Scott Foley
 - Scott noted there is a lot of free money out there from WEF and noted a potential opportunity with the DE&I committee.
 - DE&I (national committee) – Recently developed a DE&I Toolkit and are expanding DE&I so that MA’s can collaborate.
 - WEFMAX events are coming up and Scott plans to attend in Charleston, SC.
 - WEF is extending the Water Advocacy Workgroup and is targeting 80% of membership to participate as a water advocate.
 - Sr. Delegate, Cliff Cate
 - Missouri will host WEFMAX in 2023 (likely April or May) in the St. Louis area.
 - WEF Collections could potentially be co-hosted in Kansas City in 2023. Missouri last hosted the event in 2011.
 - Video produced at JAM 2021, Rebecca L. asked about showing it at Monday morning breakfast.
 - WEF Board of Trustees, John Trofator – John came up in WEF through Committee Leadership Council and is a 3rd year trustee.
 - WEF Priorities: Finalizing strategic plan in July 2022 in coordination with a third-party consultant; DE&I; Code of Conduct (member discipline policy), where WEF created an Ethics subcommittee and developed its code of conduct; Others including small communities with a big focus on partnerships (i.e., rural water and others) and improving communications.
 - Sam asked if MWEA has a code of conduct (i.e., membership and event). *Eric to review historian files for related files.* Clara noted “Principles for Professional Conduct” (dated 1997), former MWEA Operations Manuals and wanting to work

with committee chairpersons. Scott noted updating existing MWEA documents and John T. recommended the recent WEF toolkit to develop or update. Becca noted developing an ad hoc committee to formalize an update.

- Clara asked about visioning session and Rebecca Losli stated that MWEA completed a strategic business plan when Bill Clarke was President. Consensus was to address further at the Wednesday committee chairs breakfast.
- Becca noted needing to create ad hoc committee chairs for: MWEA Vision Planning; and Code of Conduct (Scott Foley).
- PWOD, Clara Haenchen – Free operator membership applications (see also newsletter); MDNR provided MWEA a contact list for main contact at each facility. Received one applicant, closes May 15th. Also have WEF quarter century operator club application. Review membership list for operators with 25+ years.

Reports concluded at 2:22 p.m.

KNOWLEDGE – Facilitated by Jim Burks

- Stormwater – No report.
- Small Flows – Committee intends to reboot at this conference.
- Biosolids – No report.
- Collection Systems, Verlon Persinger – Held meeting last month, upcoming meetings in Clinton (May 12th), and Cape Girardeau. Roxanne stressed that workshops are mostly attended by non-members and lowering fees from the current rate, referring to the \$20 (member)/\$40 (non-member). Clara added former procedures including \$25 for members and non-member costs were based on venue, plus a fee and then rounding up to the nearest \$5. Submissions to MDNR require a price. Becca appointed Clara to lead an ad hoc committee to review the workshop policy and include Allison, Jeff Gratzner, and Roxanne.
 - John T. noted biggest recent influx of revenue for MA's has been sponsorships. Becca spoke to the sponsorships that have been received for JAM and approx. \$27k this year.
Eric to review existing MWEA policy.
- Lab Practices, Rodney Spires – See report.
- Plant Managers – No report.
- Industrial Wastewater, Mark Pearson – Received 127 nominations in industrial treatment, 8 or 9 to be present at the awards luncheon.
 - Scott Foley noted he is looking for white papers related to industrial waste from municipalities.
- Plant Operators, Ronnie Box – No report.
- Safety, Security and Occupational Health – No report. Committee chairperson Brian Cline is looking for a replacement. Becca has potential replacement(s) in mind.
- Diversity, Equity & Inclusion, Rebecca Losli – See email report.

Reports concluded at 2:58 p.m.

BREAK (Resumed at 3:11 p.m.)

DELIVERY – Facilitated by Mickey

- Local Arrangements, Bently Green – See report. Conference attendance (rooms) is nearing pre-COVID numbers. Approx. 112 golfers with 15 hole sponsors, per Diane.

- Newsletter, Jennifer Welsch – See report.
- Website, Rob Kuenzel (not present) – None. Sam suggested improvements to the website and Amanda recommended to coordinate with Rob.
- Registration, Allison Mannion – See report. Estimated attendance could climb up to 950 attendees. Allison noted meal costs could increase at JAM 2023, Mickey has a spreadsheet setup. Mickey to provide registration fee spreadsheet to Registration (Allison/Andrew).
- Awards, Robert Neath – Award count is similar to JAM 2021.
- Programs, John Killips – Mickey noted John may be the longest standing Programs. John received historic high number of presentation submittals. Program boards will be edited with red sharpie, recommend using Cvent app.

STAKEHOLDERS – Facilitated by Cliff

- Student Activities – No report.
- Young Professionals, Saki Urushidani– See report. Committee intends to resume WWTP tours in 2022, look out for invitations.
- WFP, Jeff Gratzner – Reiterated request to show WFP thank you video at the Monday breakfast.
- GAC, Jay Hoskins (not present) – See report, read by Cliff. Clara stated MDNR webinars are upcoming.
- Public Relations, Jeremy Rossmann – No report. Noted hashtag for the conference is #JAM2022.
- Education, committee of two have been reviewing Junior Stockholm applicants and noted they are very impressive. Rebecca suggested they participate in an upcoming DE&I committee meeting to solicit volunteers to review.
- SSSSS, Jeff Clarke – Inductees include Nate Runyan, Jay Hoskins, and John Killips.

MANAGEMENT – Facilitated by Diane

- Membership, new chairperson Mike Castner introduced himself.
- Audit – No report.
- Nominating – No report, Allison was nominated for Vice Present.
- Tellers, Todd Rasche – Todd will read formal report at the Wednesday luncheon.
- Historian – No report.

Reports concluded at 4:03 p.m.

OLD BUSINESS

NEW BUSINESS

- ***Todd motioned to distribute Constitution & Bylaws amendment to membership for a vote, Mickey seconded, motioned carried.***
- The March 2023 ballot is expected to include the Assistant Treasurer and Delegate positions.

John Killips motioned to adjourn, and Amanda Johnson seconded. Motion passed

Meeting adjourned at 4:20 p.m.

Underline italics indicates an action item recorded at the meeting.

Bold italics indicates a vote was cast.



SM

MISSOURI WATER ENVIRONMENT ASSOCIATION

*Member of the
Water Environment Federation*

2021-2022 MWEA OFFICERS

President
Becca Coyle
Retired
618.604.7603

President – Elect
Amanda Johnson
Black & Veatch
8400 Ward Parkway
Kansas City, MO 64114
913.458-3553

Vice President
Todd Fulton
City of Cape Girardeau
2007 Southern Expy
Cape Girardeau, MO
63703
573.339.6641

Secretary
Eric Farrow
HDR
10450 Holmes Road #600
Kansas City, MO 64131
816.347.1105

Treasurer
Samantha Weidenbner
Woodard & Curran
5587 Westerfield Pwky
Weldon Spring, MO
63304
636.233.8062

PWOD
Clara Haenchen
City of Jefferson
401 Mokane Rd,
Jefferson City, MO 65101
573.634.6502

Delegate
Cliff Cate
Burns & McDonnell
9400 Ward Parkway
Kansas City, MO 64114
816. 823.7128

Delegate
Diane Grossenheider
Black & Veatch
16305 Swingley Ridge
Road, Ste 230
Chesterfield, MO 63017
636. 536.5878

President Elect's Report

- We have confirmed committee chairs for 2022-2023 except for stormwater and plant manager committees.
- Gary Davis is leading plant managers in the interim, but we would like to engage a plant manager for this role if possible.
- Stormwater has been lacking a committee lead since last fall.
- If anyone has suggestions, please send me the names; otherwise, we will be reaching out members after the conference to ask for volunteers. We are also indicating this on the committee sign-up boards at the conference.
- We are planning on adding an option to the website to make it easier for people to volunteer to join committees.



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2021-2022 MWEA OFFICERS

President

Becca Coyle
MSD.
10 E. Grand Ave.
St. Louis, MO 63147
314.436.8749

President – Elect

Amanda Johnson
Black & Veatch
8400 Ward Parkway
Kansas City, MO 64114
913.458-3553

Vice President

Todd Fulton
City of Cape Girardeau
2007 Southern Expy
Cape Girardeau, MO
63703
573.339.6641

Secretary

Eric Farrow
HDR
401 SW Walnut St
Lees Summit, MO 64063
816.347.1105

Treasurer

Samantha Weidenbenner
Woodard & Curran
5587 Westerfield Pkwy
Weldon Spring, MO
63304
636.233.8062

PWOD

Clara Haenchen
City of Jefferson
401 Mokane Rd.
Jefferson City, MO 65101
573.634.6502

Delegate

Cliff Cate
Burns & McDonnell
9400 Ward Parkway
Kansas City, MO 64114
816. 823.7128

Delegate

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Black & Veatch
16305 Swingley Ridge
Road, Ste 230
Chesterfield, MO 63017
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March 26, 2022

Treasurer's Report

Account Balances as of 3/24/2022:

MWEA Checking – \$179,194.32

MWEA CD – \$60,163.28

Vanguard Scholarship – \$58,121.88 (as of quarterly statement end 12/31/2021)

TOTAL MWEA Funds: \$297,479.48

Joint Account – \$68,017.50

Our total MWEA funds is approximately \$48,000 higher than where we were March 2021. Year to date comparisons may be difficult until about 2023, since we need a normal year's worth of data for comparison. This is the best comparison until a future year. We are currently healthy financially.

Committee Budgets

See attached Budget versus Actuals sheets. I included Fiscal Year 2021, which includes all expenses and revenue from 2021, as well as Fiscal Year 2022 Year to Date. I've also included the budget in a format that may be more familiar to long time chairs.

Notice to New Chairs

In order to get reimbursed for your committee expenses, you will need to send the Treasurer and Assistant Treasurer your receipts, a summary of expenses, and information to process a check (name and address). Reminder – we are tax exempt! Please do your part to save the organization tax dollars. A copy of the tax exempt form is included with this report.

File Management

We will continue shredding files older than one year and storing everything through QuickBooks and digital means until there are no more paper files. This will ease the transition between treasurers.

Bank Accounts

After the conference, Commerce Bank signature cards will need to be updated per the revised AWWA officers even though there's no transition this year for MWEA.

We will be shifting our non-JAM online registration to be through StarChapter Pay instead of using Merchant Services with Commerce Bank. This should reduce the monthly fees we pay and streamline accounting for those events.

Taxes

All tax information has been compiled and sent to the Accountant. I don't believe it has been filed yet. I will check up on that after the conference.



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QuickBooks Live Accounting

We have included in the Treasurer's line item of the budget cost for QuickBooks Live Accounting. We will be commencing that project after the conference and determining if their help is worth it. It's paid for month to month with no contract, so we'll report back if the fee is worth it.

Transition

Ben Riles will be continuing as Assistant Treasurer for 2022 to March 2023. However, due to his recent job change, he does not want to continue on as Treasurer. We are looking for someone else who would be interested in this role to learn from us.

Joint Account Transactions

Posted for posterity and in case anyone's interested.

Send any requests for detailed expenses breakdown by committee to treasurer@mwea.org. Thanks for reading!

Samantha Weidenbenner – Treasurer

sweidenbenner@woodardcurran.com or treasurer@mwea.org

Ben Riles – Assistant Treasurer

ben.riles@como.gov

Missouri Water Environment Association

Budget vs. Actuals: Fiscal Year 2021

January - December 2021

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Revenue				
MWEA Administrative Revenue				
MWEA Scholarship Revenue		3,000.00	3,000.00	100.00 %
MWEA share of JAM Revenue	73,652.00	5,000.00	-68,652.00	-1,373.04 %
WEF Membership Rebates	23,120.66	20,000.00	-3,120.66	-15.60 %
Total MWEA Administrative Revenue	96,772.66	28,000.00	-68,772.66	-245.62 %
MWEA Biosolids Management Revenue		1,500.00	1,500.00	100.00 %
MWEA Collections System Revenue	3,875.00	3,600.00	-275.00	-7.64 %
MWEA Fall Tech Revenue	430.00	8,000.00	7,570.00	94.63 %
MWEA Lab Practices Committee Revenue	615.00	900.00	285.00	31.67 %
MWEA Newsletter Committee Revenue	2,000.00	3,000.00	1,000.00	33.33 %
MWEA Small Flows Revenue		1,000.00	1,000.00	100.00 %
MWEA Stormwater & Watershed Committee Revenue	610.00	5,500.00	4,890.00	88.91 %
MWEA Virtual Training Revenue	2,400.00	5,000.00	2,600.00	52.00 %
Total Revenue	\$106,702.66	\$56,500.00	\$ -50,202.66	-88.85 %
Expenditures				
MWEA Administrative Expenses				
Awards Expenses	2,178.44	2,000.00	-178.44	-8.92 %
Insurance	3,240.45	2,200.00	-1,040.45	-47.29 %
Mailing, Printing, Postage	625.00	2,000.00	1,375.00	68.75 %
Misc. Admin Expenses	1,777.76	5,000.00	3,222.24	64.44 %
MWEA Bank Charges & Fees	1,016.62	1,000.00	-16.62	-1.66 %
Paid Staff	24,585.00	26,820.00	2,235.00	8.33 %
Treasurer Expenses	1,291.20	2,000.00	708.80	35.44 %
WEFTEC Delegate Expenses	1,000.00	11,000.00	10,000.00	90.91 %
WERF Donation		1,000.00	1,000.00	100.00 %
Total MWEA Administrative Expenses	35,714.47	53,020.00	17,305.53	32.64 %
MWEA Biosolids Management Expense		1,000.00	1,000.00	100.00 %
MWEA Collection Systems Expenses	423.66	1,500.00	1,076.34	71.76 %
MWEA D, E, and I Expenses	1,079.91	500.00	-579.91	-115.98 %
MWEA Education/SJWP Expenses		1,000.00	1,000.00	100.00 %
MWEA Fall Tech Expenses	430.00	8,000.00	7,570.00	94.63 %
MWEA Government Affairs Expenses		2,000.00	2,000.00	100.00 %
MWEA Industrial Wastewater Expenses		200.00	200.00	100.00 %
MWEA Lab Practices Committee Expenses		500.00	500.00	100.00 %
MWEA Public Relations Committee Expenses		50.00	50.00	100.00 %
MWEA Registration Expenses		250.00	250.00	100.00 %
MWEA Scholarship Expenses	3,000.00	3,000.00	0.00	0.00 %
MWEA Small Flows Expenses		1,200.00	1,200.00	100.00 %
MWEA SSSSS Expenses		250.00	250.00	100.00 %
MWEA Stormwater & Watershed Committee Expenses	490.00	1,000.00	510.00	51.00 %

Missouri Water Environment Association

Budget vs. Actuals: Fiscal Year 2021

January - December 2021

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
MWEA Student Activities Expenses		200.00	200.00	100.00 %
MWEA Virtual Training Expenses	50.00	150.00	100.00	66.67 %
MWEA Water For People Committee Expenses	1,500.00	1,500.00	0.00	0.00 %
MWEA Website Expenses	1,375.00	1,500.00	125.00	8.33 %
MWEA Young Professionals Committee Expenses	368.44	2,000.00	1,631.56	81.58 %
Young Professionals Summit		500.00	500.00	100.00 %
Total MWEA Young Professionals Committee Expenses	368.44	2,500.00	2,131.56	85.26 %
Total Expenditures	\$44,431.48	\$79,320.00	\$34,888.52	43.98 %

Missouri Water Environment Association

Budget vs. Actuals: Fiscal Year 2022

January - December 2022

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
Revenue				
MWEA Administrative Revenue				
MWEA Scholarship Revenue		4,500.00	4,500.00	100.00 %
MWEA share of JAM Revenue	51,000.00	106,000.00	55,000.00	51.89 %
WEF Membership Rebates	7,054.00	22,000.00	14,946.00	67.94 %
Total MWEA Administrative Revenue	58,054.00	132,500.00	74,446.00	56.19 %
MWEA Biosolids Management Revenue		1,500.00	1,500.00	100.00 %
MWEA Collections System Revenue	500.00	5,000.00	4,500.00	90.00 %
MWEA Fall Tech Revenue		8,000.00	8,000.00	100.00 %
MWEA Lab Practices Committee Revenue		700.00	700.00	100.00 %
MWEA Newsletter Committee Revenue		2,000.00	2,000.00	100.00 %
MWEA Small Flows Revenue		1,000.00	1,000.00	100.00 %
MWEA Stormwater & Watershed Committee Revenue		5,500.00	5,500.00	100.00 %
MWEA Virtual Training Revenue		1,000.00	1,000.00	100.00 %
Total Revenue	\$58,554.00	\$157,200.00	\$98,646.00	62.75 %
Expenditures				
MWEA Administrative Expenses				
Awards Expenses		2,300.00	2,300.00	100.00 %
Insurance		3,300.00	3,300.00	100.00 %
Misc. Admin Expenses	2,693.64	8,000.00	5,306.36	66.33 %
Paid Staff	7,114.50	26,820.00	19,705.50	73.47 %
Tax Preparation		1,700.00	1,700.00	100.00 %
Treasurer Expenses	240.00	4,260.00	4,020.00	94.37 %
WEFTEC Delegate Expenses		11,000.00	11,000.00	100.00 %
WERF Donation		1,000.00	1,000.00	100.00 %
Total MWEA Administrative Expenses	10,048.14	58,380.00	48,331.86	82.79 %
MWEA Biosolids Management Expense		1,500.00	1,500.00	100.00 %
MWEA Collection Systems Expenses		3,500.00	3,500.00	100.00 %
MWEA D, E, and I Expenses		500.00	500.00	100.00 %
MWEA Education/SJWP Expenses		1,000.00	1,000.00	100.00 %
MWEA Fall Tech Expenses		8,000.00	8,000.00	100.00 %
MWEA Government Affairs Expenses		2,000.00	2,000.00	100.00 %
MWEA Industrial Wastewater Expenses		200.00	200.00	100.00 %
MWEA Lab Practices Committee Expenses	350.02	500.00	149.98	30.00 %
MWEA Public Relations Committee Expenses		50.00	50.00	100.00 %
MWEA Scholarship Expenses		4,500.00	4,500.00	100.00 %
MWEA Small Flows Expenses		1,200.00	1,200.00	100.00 %
MWEA SSSSS Expenses		250.00	250.00	100.00 %
MWEA Stormwater & Watershed Committee Expenses	120.00	1,000.00	880.00	88.00 %
MWEA Student Activities Expenses		2,000.00	2,000.00	100.00 %
MWEA Virtual Training Expenses		50.00	50.00	100.00 %

Missouri Water Environment Association

Budget vs. Actuals: Fiscal Year 2022 - FY22 P&L

January - December 2022

		TOTAL		
	ACTUAL	BUDGET	REMAINING	% REMAINING
MWEA Water For People Committee Expenses		1,500.00	1,500.00	100.00 %
MWEA Website Expenses		1,375.00	1,375.00	100.00 %
MWEA Young Professionals Committee Expenses		2,000.00	2,000.00	100.00 %
Young Professionals Summit	1,494.36	3,400.00	1,905.64	56.05 %
Total MWEA Young Professionals Committee Expenses	1,494.36	5,400.00	3,905.64	72.33 %
Total Expenditures	\$12,012.52	\$92,905.00	\$80,892.48	87.07 %

Proposed MWEA Budget 2022

Budget Year 1-1-2022 to 12-31-2022

Description Executive Administration	Revenue	Expense	Net
Insurance		\$ 3,300	\$ (3,300)
Annual Joint Conf (JAM)	\$ 106,000	\$ -	\$ 106,000
WEF Membership Rebates	\$ 22,000		\$ 22,000
Accounting (AKA Treasurer Expenses)		\$ 4,260	\$ (4,260)
Tax Preparation		\$ 1,700	
3? (1500 each) Student Scholarships	\$ 4,500	\$ 4,500	\$ -
WERF (Annual Donation)		\$ 1,000	\$ (1,000)
Fall Technical Conference	\$ 8,000	\$ 8,000	\$ -
Paid Staff		\$ 26,820	\$ (26,820)
WEFMAX 5,000 (2 delegates and 3 others), 2 WEFTEC (Delegates 2K each), WEF Official (1k Each)		\$ 11,000	\$ (11,000)
Misc. Expenses-This includes printing, mailing, phone, meals at meetings, Chair gifts, Survey Monkey, etc.		\$ 8,000	\$ (8,000)
Committee			
Program			\$ -
Audit			\$ -
Awards		\$ 2,300	\$ (2,300)
Biosolids Management	\$ 1,500	\$ 1,500	\$ -
Collection Systems	\$ 5,000	\$ 3,500	\$ 1,500
Diversity, Equity, and Inclusion		\$ 500	\$ (500)
Education/SJWP		\$ 1,000	\$ (1,000)
Government Affairs		\$ 2,000	\$ (2,000)
Historian			\$ -
Industrial Wastewater		\$ 200	\$ (200)
Lab Practice	\$ 700	\$ 500	\$ 200
Membership			\$ -
Newsletter	\$ 2,000		\$ 2,000
Nominating			\$ -
Plant Managers			\$ -
Plant Operators			\$ -
Public Relations		\$ 50	\$ (50)
Registration		\$ -	\$ -
Safety, Security & OH			\$ -
Small Flows	\$ 1,000	\$ 1,200	\$ (200)
SSSSS		\$ 250	\$ (250)
Stormwater & Watershed	\$ 5,500	\$ 1,000	\$ 4,500

Student Activities		\$ 2,000	\$ (2,000)
Tellers			\$ -
Virtual Training	\$ 1,000	\$ 50	\$ 950
Water For People		\$ 1,500	\$ (1,500)
Website		\$ 1,375	\$ (1,375)
Young Professional		\$ 2,000	\$ (2,000)
YP Summit (2)		\$ 3,400	\$ (3,400)
TOTALS	\$ 157,200	\$92,905	\$ 64,295

Missouri Water Environment Association

Joint Account Revenue Year to Date

January 1 - March 24, 2022

DATE	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Joint Conference Revenue			
Additional Meals			
03/07/2022	Additional Meals	Joint Conference Revenue:Additional Meals	510.00
03/18/2022	Additional Meals	Joint Conference Revenue:Additional Meals	25.00
03/18/2022	Additional Meals	Joint Conference Revenue:Additional Meals	50.00
03/18/2022	Additional Meals	Joint Conference Revenue:Additional Meals	190.00
03/18/2022	Additional Meals	Joint Conference Revenue:Additional Meals	235.00
Total for Additional Meals			\$1,010.00
Attendee Registration			
02/18/2022	Registration	Joint Conference Revenue:Attendee Registration	320.00
03/07/2022	Registration	Joint Conference Revenue:Attendee Registration	300.00
03/18/2022	Registration	Joint Conference Revenue:Attendee Registration	600.00
03/18/2022	Registration	Joint Conference Revenue:Attendee Registration	380.00
03/18/2022	Registration	Joint Conference Revenue:Attendee Registration	1,740.00
03/18/2022	Registration	Joint Conference Revenue:Attendee Registration	680.00
03/18/2022	Registration	Joint Conference Revenue:Attendee Registration	1,420.00
03/18/2022	Registration	Joint Conference Revenue:Attendee Registration	325.00
Total for Attendee Registration			\$5,765.00
Exhibitor Joint Conference Revenue			
02/18/2022	Exhibitor Registration	Joint Conference Revenue:Exhibitor Joint Conference Revenue	2,300.00
03/07/2022	1 Booth	Joint Conference Revenue:Exhibitor Joint Conference Revenue	1,150.00
03/07/2022	2 Booths	Joint Conference Revenue:Exhibitor Joint Conference Revenue	1,950.00
03/16/2022	Sponsorship	Joint Conference Revenue:Exhibitor Joint Conference Revenue	485.20
03/18/2022	1 Booth	Joint Conference Revenue:Exhibitor Joint Conference Revenue	975.00
03/18/2022	1 Booth	Joint Conference Revenue:Exhibitor Joint Conference Revenue	975.00
03/18/2022	6 Booths	Joint Conference Revenue:Exhibitor Joint Conference Revenue	5,850.00
03/18/2022	4 Booths	Joint Conference Revenue:Exhibitor Joint Conference Revenue	3,900.00
Total for Exhibitor Joint Conference Revenue			\$17,585.20
Misc. Joint Conference Revenue			
03/18/2022	Sunday Workshop	Joint Conference Revenue:Misc. Joint Conference Revenue	120.00
Total for Misc. Joint Conference Revenue			\$120.00
Sponsorship			
01/06/2022	Sponsorship 2022	Joint Conference Revenue:Sponsorship	1,941.70
02/04/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,941.70
02/04/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,941.70
02/11/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,941.70
02/22/2022	Sponsorship	Joint Conference Revenue:Sponsorship	2,000.00
02/22/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,500.00
02/22/2022	Sponsorship	Joint Conference Revenue:Sponsorship	485.20
02/22/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,000.00
02/22/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,000.00
02/22/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,000.00
02/22/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,000.00

Missouri Water Environment Association

Joint Account Revenue Year to Date

January 1 - March 24, 2022

DATE	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
02/22/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,000.00
02/22/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,000.00
02/22/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,500.00
03/07/2022	Sponsorship	Joint Conference Revenue:Sponsorship	333.33
03/07/2022	Sponsorship	Joint Conference Revenue:Sponsorship	1,500.00
03/07/2022	Sponsorship	Joint Conference Revenue:Sponsorship	2,000.00
03/07/2022	Sponsorship	Joint Conference Revenue:Sponsorship	2,000.00
Total for Sponsorship			\$25,085.33
Water For People Incoming Donations			
02/18/2022	Golf for 4	Joint Conference Revenue:Water For People Incoming Donations	388.10
02/22/2022	Water For People Donation	Joint Conference Revenue:Water For People Incoming Donations	100.00
03/07/2022	WFP Donation	Joint Conference Revenue:Water For People Incoming Donations	500.00
03/07/2022	Golf Hole Sponsorship	Joint Conference Revenue:Water For People Incoming Donations	250.00
Total for Water For People Incoming Donations			\$1,238.10
Total for Joint Conference Revenue			\$50,803.63
TOTAL			\$50,803.63

Missouri Water Environment Association

Joint Account Expenses Year to Date

January 1 - March 24, 2022

DATE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	AMOUNT
Joint Conference Expenses					
JAM Funds Disbursement					
01/24/2022	1732	MO-AWWA	2021 JAM Funds Disbursement to MO-AWWA	Joint Conference Expenses:JAM Funds Disbursement	51,000.00
02/11/2022			MWEA's half of funds	Joint Conference Expenses:JAM Funds Disbursement	51,000.00
Total for JAM Funds Disbursement					\$102,000.00
Joint Misc. Expenses					
01/04/2022	1731		CHECK IMAGE PRESENTED	Joint Conference Expenses:Joint Misc. Expenses	40,000.00
02/14/2022	1733	Cvent, Inc	Cvent, Inc. Base Software	Joint Conference Expenses:Joint Misc. Expenses	2,907.44
Total for Joint Misc. Expenses					\$42,907.44
Total for Joint Conference Expenses					\$144,907.44
TOTAL					\$144,907.44

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State of Missouri

LIMITED EXEMPTION FROM MISSOURI SALES AND USE TAX ON PURCHASES AND SALES (Charitable)

Issued to:

Missouri Tax I.D.: 17963028

MISSOURI WATER ENVIRONMENT ASSOCIATION INC
10 E GRAND AVENUE
ST LOUIS MO 63109

Effective Date: 12/01/2014

Your application for sales/use tax exempt status has been approved pursuant to Section 144.030.2(20), RSMo. This letter is issued as documentation of your organization's exempt status. Your organization must adhere to all requirements of your exempt status.

This is a continuing exemption subject to legislative changes and review by the Director of Revenue. Outlined below are specific requirements regarding this exemption. This summary is not intended as a complete restatement of the law. You should review the law to ensure your understanding and compliance.

- This exemption is not assignable or transferable. It is an exemption from sales and use taxes only and is not an exemption from real or personal property tax.
- Purchases by your organization are not subject to sales or use tax if conducted within your organization's exempt charitable, religious and educational functions and activities. When purchasing with this exemption, furnish all sellers or vendors a copy of this letter.
- Individuals making personal purchases may not use this exemption.
- A contractor may purchase and pay for construction materials exempt from sales tax when fulfilling a contract with your organization only if your organization issues a project exemption certificate and the contractor makes purchases in compliance with the provisions of Section 144.062, RSMo.
- Sales by your organization are not subject to sales or use tax if conducted within your organization's exempt charitable, religious and educational functions and activities.
- Sales not directly related to your exempt function that are made only to raise funds for your organization, are not exempt unless such sales are occasional or isolated.
- If your organization engages in a competitive commercial business that serves the general public, even if the profits are used for your exempt charitable, religious and educational functions, you must obtain a Missouri Retail Sales Tax License and collect and remit state and local sales tax.
- Any alteration to this exemption letter renders it invalid.

If you have any questions regarding the use of this letter, please contact the Taxation Division, P.O. Box 358, Jefferson City, Missouri 65105-0358, Email salestaxexemptions@dor.mo.gov, or call 573-751-2836.

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MISSOURI WATER ENVIRONMENT ASSOCIATION

Member of the
Water Environment Federation

2021-2022
MWEA
OFFICERS

Quarterly Executive Committee Meeting

March 2022 Secretary's Report

President
Becca Coyle
St. Louis MSD.
314.436.8749
ricoyl@stlmsd.com

President – Elect
Amanda Johnson
Black & Veatch
913.458-3553
johnsona@bv.com

Vice President
Todd Fulton
City of Cape
Girardeau
573.339.6641
tfulton@cityofcapegirardeau.org

Secretary
Eric Farrow
HDR
816.347.1105
Eric.farrow@hdrinc.com

Treasurer
Samantha Weidenbenner
Woodard & Curran
636.233.8062
sweidenbenner@woodwardcurran.com

PWOD
Clara Haenchen
City of Jefferson
573.634.6502
chaenchen@jeffcitymo.org

Delegate
Cliff Cate
Burns & McDonnell
816. 823.7128
ckcate@burnsmed.com

Delegate
Diane Grossenheider
Black & Veatch
636. 536.5878
GrossenheiderD@bv.com

1. Constitution & Bylaw Amendment Status Update

Ad hoc review committee completed its review and update to the MWEA Constitution & Bylaws. The proposed amendment was coordinated with the WEF Bylaws Subcommittee and updates the existing documents dated April 2008.

Complete text of the proposed amendment was made available to the Executive Committee for review at the quarterly EC meeting in November 2021. The final document is attached to this report. ***Proposed amendment to be voted on at the Annual Meeting in accordance with Article VIII.2.***

2. Cloud Based File Sharing Status Update

Improvements are underway to standardize the MWEA file structure on a single cloud-based platform. The file structure has been established and we have initiated the account setup process with Google for Nonprofits.

This is a free resource that offers a suite of products and shared drive options. Secretarial, Treasurer and other files can be stored under the MWEA domain and C2C can be registered as a custodian. Platform can accommodate multiple user permissions including read-only and editable.

3. Letterhead

The new 2022-2023 MWEA letterhead will be made available from our webpage via the chair log-in following this Joint Annual Meeting.

4. Website Updates – Committees

Amanda and Dalton updated the committee synopsis and committee chairs contacts webpages. Please help us continue to promote and our more than 25 committees.

5. Reminders

- a. Continue to utilize C2C as you can to assist with your committee work.
- b. Let the secretary, assistant secretary, registration, C2C/website, and PR know the dates for upcoming events for coordination.
- c. Clara Haenchen is the MWEA contact for MDNR approvals and coordinates with MDNR for operator credits. Contact information provided at left.



SM

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*Member of the
Water Environment Federation*

**2021-2022
MWEA
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PWOD
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Delegate
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ckcate@burnsmed.com

Delegate
Diane Grossenheider
Black & Veatch
636. 536.5878
GrossenheiderD@bv.com

6. E-Votes:

Date	Type	Description	In Favor	Opposed	Abstained	Result
8/17/2021	e-Vote	C2C Contract Renewal	7	0	1	Approved
11/2/2021	e-Vote	Cvent (JAM 2022-2024)	7	0	1	Approved
12/16/2021	Bi-weekly	JAM Registration Changes	7	0		Approved
1/6/2022	Bi-weekly	Cvent Buildout and app costs	8	0		Approved
1/20/2022	Bi-weekly	JAM 2022 Cvent App	7	0		Approved
3/3/2022	Bi-weekly	MWEA to provide three scholarships for Student Activities for 2022	6	0		Approved
3/3/2022	Bi-weekly	Approve 2022 budget	6	0		Approved

Respectively,

Eric Farrow, Secretary
Lacey Hirschvogel, Assistant Secretary

Missouri Water Environment Association CONSTITUTION

Article I **NAME**

- I.1 The name of this corporation shall be the Missouri Water Environment Association, Incorporated, hereinafter designated as the Association.

Article II **WATER ENVIRONMENT FEDERATION**

- II.1 The Association shall be a member of the Water Environment Federation (WEF), hereinafter designated as WEF, and shall participate in the activities of that organization. It is the intent that the Constitution and Bylaws of this Association shall be in harmony with the Bylaws of WEF.

Article III **OBJECTIVES**

- III.1 Advance the fundamental knowledge of the water environment, its basic qualities, and physical laws governing its interaction with other aspects of the environment and with the aesthetic, economic, and biological needs of the earth's inhabitants.
- III.2 Advance the knowledge and technology in the design, construction, operation, and management of water quality systems and facilities.
- III.3 Increase the knowledge and understanding of the earth's water environment, and encourage and promote action necessary for its enhancement.
- III.4 Develop and implement effective delivery mechanisms to rapidly disseminate knowledge concerning the water environment to members and other interested parties.
- III.5 Promote sound policy in matters relating to the water environment.
- III.6 Improve the professional status of all personnel engaged in any aspect of protecting and improving the earth's water environment.
- III.7 Strengthen and build alliances with organizations throughout the world, incorporating members of all professions dedicated to the preservation and enhancement of water quality and water resources.
- III.8 Stimulate public awareness of the relationship of water resources to the public welfare and the need for pollution prevention and resource recovery, as well as the preservation, conservation, and reuse of water resources.
- III.9 Serve the international community of water environment professionals.

Article IV
FRANCHISE

- IV.1 The exclusive service area of the Association shall consist of the State of Missouri.

Article V
MEMBERSHIP

- V.1 The membership of the Association shall consist of persons and organizations interested in any of the objectives of the Association, and having such qualifications as are prescribed in the Bylaws for the various grades of membership.
- V.2 The term “eligible voting member,” as defined in the Bylaws, shall include all persons having the rights and privileges of Individual Members.

Article VI
EXECUTIVE COMMITTEE

- VI.1 The affairs of the Association shall be managed by the Executive Committee under such rules as the Executive Committee may determine, subject to the specific conditions of this Constitution and Bylaws.
- VI.2 The Executive Committee shall consist of (a) the Association’s current officers, (b) the two most recent past presidents who are active members of the Association, and (c) the Association’s current Assistant-Secretary and the Assistant-Treasurer, if these two positions are filled at any given time when action by the Executive Committee is required and the Secretary or Treasurer are not available.

Article VII
OFFICERS

- VII.1 The officers of the Association shall be President, President-elect, Vice-president, a Delegate (or Delegates) to serve on WEF’s House of Delegates, a Professional Wastewater Operations Division (PWOD) representative, a Secretary and a Treasurer.
- VII.2 All officers shall be eligible voting members. The PWOD representative shall be a wastewater operator member.
- VII.3 The Assistant Secretary and the Assistant Treasurer, if the positions are filled, shall have proxy voting rights, should the Secretary or the Treasurer be absent.

Article VIII
AMENDMENTS

- VIII.1 Amendments to the Constitution and Bylaws shall originate in the Executive Committee, or through it on petition of 20 percent of the eligible voting members. Any member of the Association can request a change in the Bylaws. All proposed Amendments shall be submitted in writing to the Executive Committee. The Secretary shall provide notification to voting members with the complete text of an Amendment, on the instruction of the Executive Committee, at least (30) days before it is to be voted on or completed ballots are due.

- VIII.2 Amendments may be voted on at an Annual Meeting or by letter ballot. A two-thirds majority of votes cast is required for passage.
- VIII.3 An Amendment approved by the Association membership shall take effect immediately. Bylaws and approved amendments shall be made available to the membership.

Article IX
LIMITATION OF ACTIVITIES

- IX.1 The Association is organized exclusively for educational and scientific purposes within the meaning of section 501 (c) (3) of the United States Internal Revenue Code of 1954 (or corresponding provisions of any future United States Internal Revenue Law).
- IX.2 No part of the net earning of the Association shall inure to the benefit of or be distributable to its members, Executive Committee, officers or other private persons except that the Association shall be authorized and empowered to pay reasonable compensation for services rendered.
- IX.3 No substantial part of the Association shall be the carrying on of propaganda or otherwise attempting to influence legislation and the Association shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.
- IX.4 Notwithstanding any other provisions of these articles, the Association shall not carry on any other activities not permitted to be carried on by (a) a corporation exempt from Federal Income Tax under section 501 (c) (3) of the Internal Revenue Code of 1954 (or corresponding provision of any future United States Internal Revenue Law) or (b) by a corporation, contributions to which are deductible under Section 170 (c) (2) of the Internal Revenue Code of 1954 (or the corresponding provisions of any future United States Internal Revenue Law).
- IX.5 In order to dissolve the Association, the Executive Committee shall be in compliance with Chapter 355 RSMo. In the event of dissolution of the Association, The Executive Committee shall, after paying or making provisions of the payment of all of the liabilities of the Association, dispose of all the assets of the Association exclusively for the purposes of the Association in compliance with Chapter 355 RSMo., or to such organization or organizations organized and operated exclusively for charitable, educational, religious, or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501 (c) (3) of the Internal Revenue Code of 1954 (or corresponding provisions of any future United States Internal Revenue Law), as determined by the Executive Committee and ratified by the general membership. Any such assets not so disposed of shall be disposed of by the Court of Common Pleas of the county in which the principal office of the Association is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes. Notice of dissolution shall be given to WEF within 15 days.
- IX.6 The Association shall indemnify any person who is or has been a Trustee, Delegate, Officer, Committee Member, or Employee (hereinafter "Indemnified Person") of the Association against legal expenses and liabilities reasonably incurred or imposed on the indemnified person in connection with serving the Association. Details regarding limitations of indemnification, procedure, subrogation, surety, applicable law and insurance are in accordance with procedures established by the Executive Committee.

BYLAWS

Article 1

MEMBERSHIP CLASSIFICATIONS, QUALIFICATIONS, AND PRIVILEGES

1.1. Membership Classes

1.1.1 Individual Member

1.1.2 Group Member

1.2 Individual Member

1.2.1 Qualifications

1.2.1.1 Any individual interested in the advancement of knowledge relating to the objectives of WEF.

1.2.2 Privileges

1.2.2.2 Shall have all the rights and privileges granted by the WEF including the right to vote and to hold office as provided for in this Constitution and Bylaws.

1.3 Group Member

1.3.1 Qualifications

1.3.1.1 Any group or organization interested in the advancement of knowledge relating to the objectives of the Water Environment Federation.

1.3.2 Privileges

1.3.2.1 Shall have all the rights and privileges granted by the WEF, including the right of its authorized representative to vote as provided for in this Constitution and Bylaws.

1.4. Student Chapters

1.4.1. Qualifications

1.4.1.1. Any student Chapter, consisting of at least five persons, may be granted charter membership in the WEF by majority vote of the Association provided:

1.4.1.1.1. Its objectives are in harmony with the purposes of the Association and the WEF;

1.4.1.1.2. The Constitution and Bylaws of this applicant chapter have been certified by the Association as being in harmony with those of the Association and of the WEF; and

1.4.1.1.3. The Student Chapter has been recommended for membership to the WEF by the Association.

1.4.2. Organization and Privileges

1.4.2.1. The Student Chapter will be issued a WEF charter following recommendation by the Association and approval by the WEF Board of Control.

1.4.2.2. The Student Chapter shall govern the number and character of its meetings. At least one meeting shall be held each school year.

1.4.2.3. A Counselor for the Student Chapter shall be appointed or elected by the Association. The Counselor shall be an active non-student member of the Association and the WEF and shall be an advisor to the Student Chapter.

1.4.2.4. All offices and members of the Student Chapter shall be Student Members of the Association and of the WEF.

1.4.2.5. The Student Chapter shall submit an annual report to the Student Activities Committee of the Association at the Annual Meeting of the Association.

1.4.3. Authority

1.4.3.1. A Student Chapter shall have authority to only act on its own behalf and shall have authority to incur obligations for the Student Chapter Only.

1.4.4. Withdrawal and Termination

- 1.4.4.1. A Student Chapter may withdraw from the Association and the WEF at the end of any school year after giving appropriate written notice of its intentions to both the Association and the WEF.
- 1.4.4.2. The Association may revoke the charter of any Student Chapter, if, after the Chapter has been afforded an opportunity to be heard, the Association judges it to be in the best interest of the Association and the WEF to do so.

1.5. Local Chapters

1.5.1. Qualifications

- 1.5.1.1. A Local Chapter may be formed in a municipality or metropolitan area to further the basic objectives of the Association as stated in the Constitution.
- 1.5.1.2. A Local Chapter shall apply for recognition to the Association's Executive Committee who will ensure that its objectives are in harmony with the Association. The Executive Committee shall send an official notice of recognition to the Local Chapter.

1.5.2. Organization and Privileges

- 1.5.2.1. The Local Chapter shall govern the number and character of its meetings.
- 1.5.2.2. All officers and members of the Local Chapter shall be members of the Association, or members of other WEF Member Associations geographically proximate to the Local Chapter.

1.5.3. Authority

- 1.5.3.1. A Local Chapter shall have authority to only act on its own behalf and shall have authority to incur obligations for the Local Chapter only.

1.5.4. Termination

- 1.5.4.1. The Local Chapter may terminate at any time based on the decision of its members. At the time of termination of the Local Chapter, the Association will withdraw its recognition of that chapter.

Article 2

DUES

2.1. Payment of Dues

- 2.1.1. For each Individual, Group and Dual Member, the annual dues shall be determined by the Executive Committee and shall include the current dues for each class of membership as established by the Board of Control of the WEF.
- 2.1.2. Annual dues will be billed directly to Association Members by the WEF Executive Director. Dues shall be payable within one (1) month after a Member's anniversary date.

2.2. Publications Included in Dues

- 2.2.1. All members certified to the WEF by the Association shall be entitled to such publications of the WEF as may be approved by its Board of Control for the appropriate membership class. All members shall be entitled to the publications of the Association as may be approved by its Executive Committee of the appropriate membership class.

2.3. Arrears

- 2.3.1. Association Members whose dues shall not have been paid within one (1) month after the anniversary date will be given notice of such default by the WEF Executive Director. If the dues remain unpaid 15 days after such notice, the members in default may be removed from the roll of the Association.
- 2.3.2. Members who have been dropped from the roll may be reinstated without payment of Association back dues with the approval of the Executive Committee.

Article 3
ADMISSION AND EXPULSION

3.1. Admission

3.1.1. There shall be no admission fee or criteria for admission other than that described in Article 2 of these Bylaws.

3.2. Expulsion

3.2.1. Any member may be expelled from the Association for good and sufficient reason by a two-thirds vote taken at a fully constituted meeting of the Executive Committee.

3.2.2. Any Executive Committee member may be removed from office for good and sufficient reasons by a two-thirds vote taken at a fully constituted meeting of the Executive Committee.

Article 4
MEETINGS

4.1. Annual Meeting

4.1.1. An Annual meeting of the Association shall be held at the time and place selected by the Executive Committee.

4.1.2. Each person attending the Annual Meeting shall pay a registration fee of such amount as may be determined by the Executive Committee.

4.1.3. A Business Meeting of the Association shall be held during the annual meeting to receive reports of officers and committees, to announce the election of officers, and to carry on other business of the Association.

4.2. Special Meetings

4.2.1. Special meetings of the Association may be held at such other times and places as requested by the Executive Committee or upon the petition of 10 percent of the eligible voting members.

4.3. Notices

4.3.1. Notices of all conferences and meetings of the Association shall be sent out to all members by the Secretary or the Executive Administrator, at least 30 days in advance of any conference or meeting.

4.4. Executive Committee Meetings

4.4.1. The Executive committee shall hold at least one meeting each year at the time of the Annual Meeting.

4.4.2. Other Executive Committee meetings shall be held at the call of the President, or on petition addressed to the Secretary and signed by two or more Executive Committee members.

4.4.3. Notice of all Executive Committee meetings shall be issued by the President at least 7 days in advance of such meetings to all Executive Committee members.

Article 5
DUTIES OF OFFICERS

5.1. President

5.1.1. Generally supervise the affairs of the Association.

5.1.2. Preside at all conferences and meetings of the Association and meetings of the Executive Committee.

5.1.3. Be an ex-officio member of all committees, other than the Nominating Committee, and

appoint the members of all committees where membership is not otherwise specified in the Constitution and Bylaws.

5.1.4. Perform such other duties as may be assigned by the Executive Committee.

5.2. President-elect and Vice-president

5.2.1. Assist the President in the performance of prescribed duties.

5.2.2. Preside at conferences and meetings of the Association and at meetings of the Executive Committee in the absence of the President.

5.2.3. Be an ex-officio member of all committees other than the Nominating Committee.

5.2.4. Perform such other duties as may be assigned by the Executive Committee.

5.2.5. In case the President cannot act, the President-elect shall act. In case the President-elect cannot act, the Vice-president shall act. In case the Vice-president cannot act, the latest living past President shall do so. The Executive Committee shall elect one of its members to act if the Past President cannot do so.

5.3. WEF Delegates

5.3.1. The WEF Delegates shall be active members of WEF and shall represent the Association in the conduct of all business by the House of Delegates of the Water Environment Federation.

5.3.2. Appointment of WEF Delegates shall be in accordance with procedures established by WEF.

5.4. Secretary

5.4.1. Serve as the administrative officer of the Association and operate under the general direction of the President and the Executive Committee.

5.4.2. Record and distribute the minutes and proceedings of meetings of the Executive Committee.

5.4.3. Transmit Association correspondence to the WEF and serve as the primary contact with the WEF for administrative matters.

5.4.4. Maintain records of the Association, including a list of members of the Association.

5.4.5. Present a report for each Association year at the Annual Meeting of the Association.

5.4.6. Perform such other duties as may be assigned by the Executive Committee.

5.5. Treasurer

5.5.1. Serve as the financial officer of the Association and operate under the general direction of the President and the Executive Committee.

5.5.2. See that all monies due to the Association and WEF are collected carefully and without loss, and are transferred to the proper accounts and custody see that all expenditures are properly entered into the records of the Association, and that the bills and vouchers for their payment are proper and in order; and sign or see to the signing of checks or drafts against the funds of the Association, all according to procedures established or approved by the Executive Committee.

5.5.3. Forward to the Officers and each Executive Committee member a quarterly financial summary of accrued income and expenses consistent with the annual financial statement.

5.5.4. Present a report for each Association year at the Annual Meeting of the Association.

5.5.5. Consult with the officers of the Association as to the custody and investment of funds and preparation of an annual budget.

5.5.6. Perform such other duties as may be assigned by the Executive Committee.

5.6. PWOD representative

5.6.1. The PWOD representative shall represent the Association operators.

5.7. Assistant Secretary

5.7.1. Serve as an assistant to the Secretary, for the purposes of reducing the Secretary's workload

and learning the administrative operations of the Association so as to ease the eventual transition into the Secretary position.

5.8. Assistant Treasurer

5.8.1. Serve as an assistant to the Treasurer, for the purposes of reducing the Treasurer's workload and learning the financial operations of the Association so as to ease the eventual transition into the Treasurer position.

Article 6
TERMS OF OFFICE

- 6.1. The terms of office of the President, President-elect, and Vice-president shall be for approximately one (1) year, which shall start immediately following the close of the Association Annual Meeting, at which the election of officers is announced, and continue until their successors qualify. These officers who serve full terms shall not be eligible to succeed themselves in consecutive terms.
- 6.2. The term of the WEF Delegate shall be three (3) years in accordance with WEF Bylaws and determined by the Annual Conference of the WEF and the Delegate's term shall officially begin in accordance with the protocol of the Annual Conference. The Delegates' terms of office will alternate such that both Delegates are not elected in the same WEF business year.
- 6.3. The terms of the Secretary and the Treasurer shall be for approximately two (2) years, which terms shall start immediately following the close of the Association Annual Meeting at which the election of officers is announced and continue until their successors qualify. The terms of the Secretary and the Treasurer will be alternated such that only one will be voted on in each Association business year. These officers shall be able to succeed themselves in consecutive terms.
- 6.4. To initially establish this alternating sequence for Secretary and Treasurer, the 1994 election for secretary shall be for a two year term while the 1994 election for treasurer shall be for a one year term. The 1995 treasurer's election shall be for a two year term.
- 6.5. The term of the PWOD representative shall be for approximately two (2) years which shall start immediately following the close of the Association Annual Meeting at which the election of officers is conducted, and continue until a successor qualifies. The PWOD representative shall be eligible to serve two (2) consecutive terms.
- 6.6. The terms of the Assistant-Secretary and Assistant-Treasurer shall be for two (2) years, which terms shall start immediately following the close of the Association Annual Meeting at which the election of Officers is announced and continue until their successors (if any) qualify. The terms of the Assistant-Secretary and Assistant-Treasurer will be alternated such that only one will be voted on in each Association business year. These positions shall be able to succeed themselves in consecutive terms.

It is intended that the decision regarding whether the Assistant Secretary and Assistant Treasurer positions are to be filled at any given time shall be the responsibility of the Executive Committee.

Article 7
NOMINATION AND ELECTION OF OFFICERS

- 7.1. Prior to the Annual Meeting, the President shall appoint a Nominating Committee in accordance

with Article 10.2 of the Bylaws. The Nominating Committee shall report at least 120 days before the Annual Meeting to the Executive Committee recommending at least one (1) name for each elective office about to become vacant. All nominees shall be active non-student members and shall have signified their willingness to serve.

- 7.2. Official ballots shall be mailed at least sixty (60) days preceding the Annual Meeting to all voting members of the Association together with a return envelope on which there shall be a space provided for the member to sign after having inserted the marked ballot in the envelope. The ballot shall be sealed in such form as to prevent disclosure of vote until opened at the direction of the Teller's Committee. Envelopes containing ballots shall be turned over to the Teller's Committee unopened upon validation. Ballots received by the Association less than 15 days preceding the Annual Meeting shall be noted as void before delivery to the Teller's Committee.
- 7.3. The candidate receiving the greatest number of votes for each office shall be declared the winner. The results of the election will be announced at the business meeting held during the Association Annual Meeting.
- 7.4. Upon completion of their terms of office or upon adoption of a resolution by the Executive Committee declaring that a vacancy exists in the office of President or President-elect, there shall be automatic advancement from president-elect to president, and Vice-president to President-elect. Denial of such automatic advancement shall be by motion, duly seconded, and carried by a two-thirds majority vote of the entire Executive committee.
- 7.5. In the case of a vacancy in an elected office, other than President or President-elect, the Executive Committee shall promptly select a nominee for the office. Such nominee may be voted on at a duly constituted meeting of the Executive Committee or by a mail ballot of the Executive Committee. If the nominee receives a majority vote of the Executive Committee members voting, the nominee shall be declared elected. The officer so selected shall take office immediately and shall continue in office until a successor is elected.
- 7.6. The President shall be ineligible for re-election. This prohibition shall not apply to a person acting as president in the absence of the President. However, should any of the officers serving as President, President-elect, or Vice-president have been elected to fill a vacancy, and will have served in their present office less than six months, such officer shall be eligible for re-election to the same office for one full term of office.
- 7.7. In the event that a Delegate cannot perform the duties of the office, the Executive Committee shall appoint an Acting Delegate to serve until the next annual election of the Association when a Delegate will be nominated and elected to either (1) finish the unexpired term, or (2) start a new three year term. Serving as Acting Delegate shall not preclude an individual from being elected to the office of Delegate for the next consecutive term.

Article 8

ELECTION OF PWOD REGIONAL COUNCIL REPRESENTATIVE

- 8.1. Prior to an Annual Meeting, the President shall appoint a PWOD Nominating Committee consisting of three Association members. This Committee shall include the retiring representative and two past PWOD representatives. The PWOD Nominating Committee shall report at least 120 days before the Annual Meeting to the Executive Committee recommending at least one (1) name for the PWOD representative. All nominees shall be PWOD members and shall have signified their willingness to serve.

- 8.2. Official ballots shall be mailed at least sixty (60) days preceding the Annual Meeting to all voting members of the Association together with a return envelope on which there shall be a space provided for the member to sign after having inserted the marked ballot in the envelope. The ballot shall be in such form as to prevent disclosure of vote until opened at the direction of the Teller's Committee. Envelopes containing the ballots shall be turned over to the Teller's Committee unopened upon validation. Ballots received by the Association less than 15 days preceding the Annual Meeting shall be noted as void before delivery to the Teller's Committee.
- 8.3. The candidate receiving the greatest number of votes shall be declared the winner. The results of the election will be announced at the business meeting held during the Association Annual Meeting.

Article 9
EXECUTIVE COMMITTEE

- 9.1. Presiding Officer
 - 9.1.1. The President of the Association shall be the Presiding Officer of the Executive Committee.
- 9.2. Quorum
 - 9.2.1. A quorum of the Board shall consist of a majority of its members.
- 9.3. Voting
 - 9.3.1. A quorum of the Board is required for a vote to occur by the Executive Committee. Votes will be passed by a simple majority of the quorum.
- 9.4. Duties of the Executive Committee
 - 9.4.1. Shall be the representative of the Association and shall manage its affairs and establish policies subject to the conditions and limitations prescribed in the Constitution and Bylaws.
 - 9.4.2. Shall receive all committee reports and take appropriate action on recommendations made in these reports where required.
 - 9.4.3. Shall direct the investment and care of the funds of the Association.
 - 9.4.4. Shall approve an annual budget for regular operation of the Association and for specific purposes. No financial commitments shall be incurred that are beyond the funds available or otherwise due.
- 9.5. Executive Administrator
 - 9.5.1. The Executive Committee shall have the discretion of entering into a contract for a paid Executive Administrator. The Executive Administrator will attend Executive Committee meetings and perform duties as directed by the Executive Committee. Remuneration for services of the Executive Administrator will be as specified in the contract. The Executive Committee shall have the authority to select, hire, evaluate, and oversee the Executive Administrator.

Article 10
COMMITTEES

- 10.1. General
 - 10.1.1. In addition to the Executive Committee described in Article VI of the Constitution and the Nominating, Audit, and Teller's Committees provided for below, the President is empowered to appoint and dissolve such additional committees as may be required to advance the best interest of the Association and to enable it to fulfill its objectives.

10.2. Nominating Committee

- 10.2.1. Shall consist of three eligible voting members appointed by the President including the immediate Past President and at least one Delegate
- 10.2.2. The immediate Past-president shall serve as the Chair.
- 10.2.3. Shall nominate candidates for the elective offices of the Association.

10.3. Audit Committee

- 10.3.1. Shall be an eligible voting member and appointed by the President.
- 10.3.2. Shall annually conduct a formal financial audit of the Association. This audit shall be performed on the calendar year books and financial records, shall take place prior to the Association Annual Meeting and a report of that audit shall be presented at the Annual Meeting. The audit committee may retain the assistance of an independent accounting professional as appropriate upon approval by the Executive Committee.

10.4. Teller's Committee

- 10.4.1. Shall be an eligible voting member appointed by the President.
- 10.4.2. Shall open and tabulate sealed ballots for the election of officers and shall report the tabulation to the Executive Committee at the Association Annual Meeting.

Article 11

PROFESSIONAL WASTEWATER OPERATIONS DIVISIONS ACTIVITIES

- 11.1. The duly elected representative shall represent the Association wastewater operator members and shall coordinate with all Association wastewater operator activities.
- 11.2. If the Association does not qualify for a PWOD Regional Council Representative, the Executive Committee shall appoint a PWOD member to direct PWOD activities, on an annual basis. Such appointee shall not be a voting member of the Executive Committee.
- 11.3. With the approval of the Executive Committee, the PWOD representative may organize and carry out activities consistent with the objectives of the Association. PWOD activities shall be regularly reported to the Executive Committee.

Article 12

AWARDS

- 12.1. **The Arthur Sidney Bedell Award** - The Bedell Award acknowledges extraordinary personal service to the Member Association of the WEF. Each WEF Member Association is privileged to name one of its members to receive this award, which may be based on organizational leadership, administrative service, membership activity, stimulation of technical functions or similar participation. The frequency of nomination for the Association is determined by the number of members in the Association. An appropriate certificate or plaque shall be presented to the awardee at the Association Annual Meeting following WEF Board of Control approval.
- 12.2. **The William D. Hatfield Award** - The Hatfield Award recognizes outstanding wastewater treatment plant operation in Member Associations of the WEF. Each WEF Member Association is privileged to name one of its members to receive this award. The frequency of nomination for the Association is determined by the number of members in the Association. An appropriate

certificate or plaque shall be presented to the awardee at the Association Annual Meeting following WEF Board of Control approval.

- 12.3. **Additional WEF Awards** - The WEF has established additional awards to honor individuals making outstanding contributions to the water environment field.
- 12.4. **Award of Merit** - This award can be presented to one or more members of the Association who has made outstanding contributions to the growth and the development of the Association through organizational leadership, administrative service, membership activities, stimulation of technical functions, or similar participation. This award is in the form of a certificate.
- 12.5. **The George W. Burke, Jr. Award** - The Burke Award encourages an active and effective safety program in municipal and industrial wastewater facilities, and to stimulate the collecting and reporting of injury data. Each Member Association of the WEF is privileged to name one of its wastewater facilities to receive this award, which is based on the review of the facility's safety program and safety record for the preceding calendar year. The frequency of nomination for the Association is determined by the number of members in the Association. A certificate is presented to the awardee at the Association Annual Meeting following WEF approval.
- 12.6. **Special Awards** - A plaque, certificate, or other form of commemoration acknowledging service on behalf of the Association, may be presented to Association members or nonmembers upon approval of the Executive Committee.
- 12.7. **Additional Association Awards** - The Executive Committee may create awards to be given annually, or as otherwise approved by the Executive Committee, honoring or acknowledging accomplishments in water quality management, operations, and other related areas. The basis for an award and the procedures for selecting the awardee(s) shall be determined at the beginning of the year by the Executive Committee. The basis and procedures will remain unchanged from year to year unless specifically modified by the Executive Committee. Any changes in the basis or procedures will be announced at the Association Annual meeting prior to the presentation of the award.



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**2021-2022
MWEA
OFFICERS**

March 26, 2022

President
Becca Coyle
Retired
618.604.7603

Delegates Report

President – Elect
Amanda Johnson
Black & Veatch
8400 Ward Parkway
Kansas City, MO 64114
913.458-3553

Vice President
Todd Fulton
City of Cape Girardeau
2007 Southern Expy
Cape Girardeau, MO
63703
573.339.6641

Secretary
Eric Farrow
HDR
10450 Holmes Road #600
Kansas City, MO 64131
816.347.1105

Treasurer
Samantha Weidenbner
Woodard & Curran
5587 Westerfield Pkwy
Weldon Spring, MO
63304
636.233.8062

PWOD
Clara Haenchen
City of Jefferson
401 Mokane Rd.
Jefferson City, MO 65101
573.634.6502

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9400 Ward Parkway
Kansas City, MO 64114
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Chesterfield, MO 63017
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Budget Committee – Tom Galeziewski (Chair) (Scott Foley)

During the first four months of the 2021-22 WEF year, the HOD Budget Committee has been actively engaged in the resumption of the MA Grant Program. The Committee reviewed and revised, as necessary, the Frequently Asked Questions page, the application, and the scoring rubric used to evaluate the applications.

Applications for Round 1 of the Grant Program were due on January 21, 2022, and a total of 14 applications from 13 MAs were received by the deadline, with a total requested amount of \$134,370. The applications were reviewed by the committee members, and MA Grant Awards were selected on February 8, 2022. Six MAs were awarded grant funds totaling \$52,370 in Round 1. Grant funding will be used for the following purposes:

- **Planning/training** - Travel assistance to send MA leaders and emerging leaders to WEFMAX and WEFTEC conferences, as well as development of training modules for emerging leaders.
- **Seed grants** – Assistance with conducting DE&I training sessions for MA leadership.
- **MA Operations** – Assistance with costs to conduct interviews and onboarding for a first-time Executive Director position for the MA.

Letters have been sent to all MA applicants, notifying them of their award or non-selection status. A total of \$47,630 has been reserved for Round 2 grant applications, which are due on June 24, 2022. The Budget Committee has also been working with the WEFMAX Committee to identify a method of obtaining input regarding MA priorities in the WEF budget development process for FY 2022-23. Budget Committee members will be attending each WEFMAX to seek input and provide a brief overview of the MA Grant Program. Finally, the Budget Committee Chair and Vice Chair, together with the WEF Treasurer, participated in Audit Committee meetings to review the findings of the RSM audit of WEF's 2020-21 financial records.

Because of strong interest in the MA Grant Program as evidenced by \$134,370 in requested grant funds during Round 1 this year, the Budget Committee requests the WEF Board to continue funding the program in FY 2022-23, with consideration for increasing the program budget if additional funds are available.

Nominating Committee – Patty Kennedy (Chair)

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The major work of the committee does not begin until later in the Spring (the nomination cycle for this committee runs from May 1st through June 30th). In preparation for the upcoming nomination cycle, this group is currently reviewing the existing applications and updating as appropriate. This committee will be actively working to share information on the nomination cycle with Delegates during the upcoming WEFMAX meetings, HOD Quarterly Meetings, and other opportunities as appropriate. For the upcoming nomination cycle, applications will be accepted for the following: 1). HOD Budget Committee; 2). HOD Nominating Committee; 3). HOD DE&I Committee; 4). HOD Steering Committee; 5). HOD WEFMAX Committee; 6). WEF Nominating Subcommittee; 7). Speaker-Elect; and 8). Delegate-at-Large (4 positions).

Diversity, Equity and Inclusion Committee – Joe Navas (Chair)

The House of Delegates DE&I Committee is focused on enhancing and improving Diversity, Equity, and Inclusion within the Member Associations. The committee is focused on two main objectives this year: 1). The first objective is to refine and improve the toolkit developed during last year's HOD workgroup. This consists of capturing feedback on current MA activity, toolkit feedback, and best practices from each MA. The Committee has created a questionnaire for Delegates representing each MA to capture all the information needed for this objective. Further, the committee will also be updating the toolkit to include “Inclusive Events Best Practices”, which was initially developed by the Board DE&I Committee. 2). The second objective is to expand Diversity, Equity, and Inclusion education opportunities to the Member Associations. This activity could include things such as joining other Member Associations’ current education and training activities, sharing best practices, or a focused presentation of the DE&I toolkit to the MA’s executive board. The committee is currently focused on brainstorming ideas for DE&I education for MA’s.

WEFMAX Committee – Stefanie Farrell (Chair)

WEFMAX 2022 offers an opportunity for WEF volunteers to hold discussions on matters of importance to WEF, the water environment profession, and to our communities. Representatives from the WEF Board of Trustees, HOD Leadership, and HOD WEFMAX Committee Leadership will attend and participate in WEFMAX. Host MA Board and Staff from Hawaii WEA, WEA of South Carolina, and North Dakota WEA will introduce the sessions, host the socials, and are ready to fully welcome attendees to their respective meetings.

Each WEFMAX will have a theme -- WEFMAX in Honolulu, HI will focus on Communication; Charleston, SC will focus on Emerging Leaders; and Fargo, ND will focus on DE&I with each session being moderated by a seasoned MA Leader and a Young Professional. There will be tons of networking, breakout discussions, and interactive time to discuss challenges/ gaps and attendees will come away with some thoughts on implementation of an action plan that could be more personal and/or MA related. Additionally, we will include sharing time by Member Associations to speak about a success or challenge outside of the themed topics. A separate virtual WEFMAX option is being planned to follow the work of the in-person events (this event will likely be scheduled for July).

Steering Committee – Steven Drangsholt (Chair)

The Steering Committee meets monthly to review the progress, effectiveness, and challenges of each committee and workgroup. Members of the Steering Committee are divided amongst each group and report back. The CLC Vice Chair also shares a report-out each month, effectively allowing the HOD and CLC to understand where each groups efforts are currently focused. To date, there have been no major concerns or activities needed to include the Steering Committee beyond oversight and report outs.

Emerging Leaders Transitions Workgroup – Casey Gish (Chair) (Scott Foley)

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The Emerging Professionals to Leadership workgroup is collaborating to identify barriers preventing emerging leaders (ELs) within WEF to entering leadership positions. Based on the named hurdles, the workgroup is identifying ways WEF can create paths into leadership roles and develop resources that support the transition of ELs into the future torchbearers of this organization.

The initial workgroup charter identified seven primary hurdles that inhibit the engagement of ELs. Examples of these barriers include the lack of awareness of opportunities, lack of perceived value, and the cost of participation in WEF activities. Over the first four months of activity, the workgroup reviewed, vetted, and ranked the seven hurdles of engagement. A poll of the workgroup indicated that the top three elements that prevent ELs from engaging with WEF are 1 – a general lack of awareness of opportunities, 2 – a lack of apparent support or invitation to join, and 3 – the cost of participation. Since identifying the workgroup’s internal perspective of these barriers, we have shifted focus to tapping into less heard voices to gain a different perspective of these impediments.

Attendees of the recent EYPL workshop were polled for their viewpoint of the barriers to involvement which found 1 – the lack of awareness of opportunities, 2 – the need for existing leaders to embrace ELs as leaders in the WEF community, and 3 – lack of perceived value/cost of participation to be the top three elements preventing further engagement.

Throughout March, the workgroup continued to poll WEF members to gain a broad perspective of the obstacles to involvement. The workgroup will summarize the findings from this research and present the material during the May WEFMAX in Charleston. Following WEFMAX, the workgroup will shift focus to developing roadmaps to WEF leadership. These roadmaps will support ELs in identifying roles, opportunities, and growth paths within WEF. While the workgroup is still refining the format of the roadmaps, at this time the workgroup envisions summaries of “WEF Stories” describing individual’s paths through WEF, tailored to inform and inspire ELs. One fun and unique element of this workgroup is that during each monthly call two workgroup members will share their WEF story, describing their path into WEF leadership and naming the experiences and individuals that have inspired and supported them along the way. This has been a great way to connect and create a sense of community within the workgroup.

Water Communications Workgroup – Leanne Scott (Chair)

The Water Communications Workgroup is focused on:

- Identifying sector professionals in communications and increasing understanding of challenges
- Building advocates and allies for communication professionals
- Identifying resources for information and sharing of experiences

Within the workgroup, there have been two sub-groups created: 1) Social Media Research; and 2) Messaging Methods Evaluation. The mission of the sub-groups is to research and collect data to share with the workgroup at large and present to the HOD at WEFTEC.

To date, the workgroup has had guest speakers at three meetings to share best practices and experiences in water related communications. The discussions/interviews with the speakers are recorded for future reference and as podcasts for WEF Communications. Guest speakers have been scheduled throughout the year to educate and share experiences with the workgroup members at each monthly meeting. A summary of findings and lessons learned will be developed and shared with the HOD at WEFTEC.

Federal Advocacy Workgroup – Alexie Kendrick and Kristiana Dragash (Co-Chairs) (Scott Foley)

The Federal Advocacy Workgroup has strong ties with the work of WEF’s Government Affairs Committee, receiving legislative and regulatory updates during each monthly meeting. The workgroup has focused on the Water

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Advocates Program and now has 756 advocates representing all 50 states, as well as Washington D.C. There have even been sign ups from Canada as well! The workgroup has divided into 3 subgroups: 1). Print/Newsletter; 2). Webinar/Presentations; and 3). Social Media/Email Blasts. Each subgroup will be focused on continuing the work that was started by last year's workgroup, and ultimately producing deliverables that can be shared with the MAs at WEFTEC and via the MA Resource Center.

Respectfully Submitted,

Cliff Cate, Delegate

Diane Grossenheider, Delegate

Scott Foley, Delegate-at-Large



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2021-2022 MWEA OFFICERS

President
Becca Coyle
MSD.
10 E. Grand Ave.
St. Louis, MO 63147
314.436.8749

President – Elect
Amanda Johnson
Black & Veatch
8400 Ward Parkway
Kansas City, MO 64114
913.458-3553

Vice President
Todd Fulton
City of Cape Girardeau
2007 Southern Expy
Cape Girardeau, MO
63703
573.339.6641

Secretary
Eric Farrow
HDR
401 SW Walnut St
Lees Summit, MO 64063
816.347.1105

Treasurer
Samantha Weidenbner
Woodard & Curran
5587 Westerfield Pkwy
Weldon Spring, MO
63304
636.233.8062

PWOD
Clara Haenchen
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401 Mokane Rd,
Jefferson City, MO 65101
573.634.6502

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Cliff Cate
Burns & McDonnell
9400 Ward Parkway
Kansas City, MO 64114
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16305 Swingley Ridge
Road, Ste 230
Chesterfield, MO 63017
636. 536.5878

Biosolids Committee Report

- JAM
 - Biosolids Awards
 - Small Facility – Rock Creek Sewer District
 - Large Facility - City of Cape Girardeau
- Past Events
 - Fall Tech – Cancelled
 - Regulatory Update on PFAS in Biosolids Presentation Postponed
- WEF Residuals and Biosolids Committee (RBC) Update – Member Association Open House – January 20th, 2022.
 - Goal is get more engagement between member associations and the national RBC committee.
 - Resources Provided:

WEF Biosolids Resources

- Biosolids Communication Toolkit** – aimed to engage new audiences. <https://biosolids.org>
- Wastewater Surveillance** – WEF hosting Utilities Community of Practice through partnership with CDC <https://nwbe.org>
- WEF PFAS website** – PFAS updates, resources, FAQs, and more. <https://www.wef.org/pfas>
- Research** – WRF received EPA grant to research fate & transport of unregulated organic chemicals. WEF is one of the project partners.

RBC Open House

- Other initiatives:



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WEF Biosolids Initiatives



2022 Flusher Engagement Campaign – aimed to engage new audiences, broaden awareness, and ownership.

Central Circuit Board – a central platform to connect to biosolids sector and share information. <https://www.linkedin.com/showcase/biosolids-resource-recovery>

Certification Exploration – research process and product certification opportunities.

Climate Conversation – connect to partner organizations to leverage collective impact.

- ---
- One goal for the Year for MWEA Biosolids Committee is looking to engage more with National RBC committee and provide monthly updates to the MWEA biosolids committee members.
- WEF RBC Young Professionals Group - meet monthly
 - Two members of the Biosolids Committee has participated in the YP Group events for WEFs RBC.
 - Andrew Hummel
 - Andrew Schranck
 - Looking to promote future events



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401 Mokane Rd,
Jefferson City, MO 65101
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Cliff Cate
Burns & McDonnell
9400 Ward Parkway
Kansas City, MO 64114
816. 823.7128

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Diane Grossenheider
Black & Veatch
16305 Swingley Ridge
Road, Ste 230
Chesterfield, MO 63017
636. 536.5878

Laboratory Practices Committee Report to Executive Committee

- We had our 4th quarter meeting December 3, 2021 at the Jefferson City WWTP.
- We discussed JAM 2022 & Fall outreach for LPC.
- We decided to do 2 Fall outreaches this year.
- First one will be in Kansas City/Lee Summit Area on September 17, 2022.
- The second one will be on October 6, 2022 in Cape Girardeau.
- We will have another meeting later this evening to finalize which topics will be given at the fall outreach locations so we can get them sent to DNR for credit hours.
- We will be having a sub-committee meeting for the ABC testing sometime in April.
- As of this report the LPC has 44 members.

Submitted by:
Rodney Spires
MWEA Lab Practices Committee Chairman



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MWEA Diversity, Equity, and Inclusion Committee Report

3/26/22

Since October 2020, the MWEA Diversity, Equity, and Inclusion (DEI) Committee has been meeting virtually bi-weekly. The committee consist of approximately **40** MWEA representatives from around the state. The roster can be found at the end of this report.

The committee established a vision and mission as follows:

Vision: To promote diversity, equity, and inclusion in MWEA and the water industry as well as remove barriers to involvement for historically underrepresented individuals.

The **Mission** of the MWEA Diversity, Equity, and Inclusion Committee is to:

- encourage representation from historically underrepresented individuals to pursue careers in Missouri's water industry,
- support and advocate for historically underrepresented individuals in the water workforce, and
- promote engagement amongst historically underrepresented individuals to improve industry retention.

Initiatives of the committee with progress notes are as follows:

1. Annual Conference Activities

- a. Conference Orientation** – the committee decided that one way to make the conference more inclusive was to host Conference Orientation. These sessions will be Sunday evening and Monday morning of the conference and are listed in the program. Organizational leadership will serve as conference ambassadors to new attendees to make the conference more welcoming and to increase engagement in MWEA.
- b. Keynote Speaker** – We coordinated for the Conference Keynote Speaker to be Donnell Duncan from the WEF DEI committee. He will be discussing DEI and WEF.
- c. Pronouns** – We will have educational material around the conference explaining gender specific pronouns and we will have ribbons for conference nametags.
- d. DEI Award** – we received 4 nominations for the DEI Award and will be giving out the award at the MWEA Awards Luncheon on Monday.
- e. DEI Panel** – Monday morning as part of the technical track. Hosted by Heather Gipp and Rebecca Losli. There will be 4 panelists.



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2. WEFMAX DEI Meeting

Saki Urushidani will be representing the Missouri and the DEI Committee at the WEF Max in North Dakota focused on DEI.

3. Scholarship Support

Subcommittee led by Lacey Hirschvogel and Becca Coyle. Reviewed and updated the scholarship application to add a diversity component.

4. Executive Committee Representation – The DEI Committee asked that we have representation at the Executive Board Meetings. For the upcoming year Saki Urushidani will represent the committee at all Executive Board meetings.

Nearly all initiatives of the committee touch multiple other MWEA Committees, so coordination with the Executive Board and Committee Chairs is ongoing. We welcome anyone who has an interest to join the committee to reach out to Saki Urushidani at surushidani@springfieldmo.gov. There are many ways to help and we are looking for people who want to be involved in making our water industry a more welcoming and inclusive environment for all.

Committee Leadership for next year will be Saki Urushidani as the Chair and Katie Bruegge as the Co-Chair.

Thank you for the opportunity to lead this committee the past two years. This has been the most meaningful experience I have had in MWEA. Thank you to the committee for your active involvement in this important initiative for our organization.



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Missouri Water Environment Association Diversity, Equity, and Inclusion Committee:

1. Chair: Rebecca Losli, Missouri American Water
2. Co-Chair: Saki Urushidani, City of Springfield
3. George Abbot, Winchester
4. Katie Bruegge, City of St. Joe
5. Jim Burks, City of Springfield
6. Amanda Bybee, City of Springfield
7. Cliff Cate, Burns & McDonnell
8. Becca Coyle, Donahue
9. Matt Ferby, Washington University
10. Scott Foley, Positronic
11. Noelle Gaspard, RJN Group
12. Heather Gipp, CMT
13. Bently Green, Black & Veatch
14. Diane Grossenheider, Black & Veatch
15. Mary Guerra, KC Water
16. Rhoda Hall
17. Darlene Helmig, MDNR
18. Lacey Hirschvogel, HDR
19. Steve Hontz, Ace Pipe Cleaning
20. John Killips, GHD
21. Maria King, Lochmueller
22. Nick Lamm, BN Inspects
23. Renee Lawrence, Missouri American Water
24. Juan Lopez, KC Water
25. Rachelle Lowe, Burns & McDonnell
26. Charles McAllister, GBA
27. John McCarthy, Metropolitan St. Louis Sewer District
28. Allison Mannion, Lochmueller
29. Lisa O'Dell, Little Blue Valley Sewer District
30. Todd Rasche, Duckett Creek Sewer District
31. Jennifer Russell, Garver
32. Jeff Shook, Little Blue Valley Sewer District
33. Charlie Stevens, City of Kansas City
34. Maya Turner, Carollo
35. Joey Waitman, City of Springfield
36. Samantha Weidenbenner, Woodard & Curran
37. Megan Wiskur, SE3
38. Phillip Yelder, KC Water
39. Josh Youngblood, MPUA

Respectfully submitted,

Rebecca Losli, PE
Diversity, Equity, and Inclusion Chair



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Local Arrangements

March 26, 2022

2022 Conference

a. Updates:

- 1) Banquet Event Order (BEO) #91480 - change to 4:30 PM start time for services.
- 2) BEO #91529 - change to five (5) coolers with five (5) bags of ice
- 3) BEO #91499 - did we get the poster push pin board ordered from P&B? We only need these for Monday, March 28.

i. Looking for number of attendees for:

- Sunday, March 27th Laboratory Analyst Certification Exam at 0800 hours
- Sunday March 27th Laboratory Workshop at 1200 hours

ii. Special Needs Attendees addressed

- Primarily to dietary / allergenic requests.

b. Breakout Agenda

- i. Tuesday 03.29.2022, Young Professionals' breakfast even will be in the Island room, 0700 to 0830.
- ii. Tuesday 03.29.2022, MO AWWA sustainability committee meeting is cancelled.
- iii. Room Leeward 71 ONLY to be reserved for Exhibitor's ready room, on Monday (03.28.2022) from 0700 to 1700 hours and Tuesday (03.29.2022) from 0700 to 1330 hours. Coffee & soft drinks in room. Room setup large rounds. No A/V.
- iv. Room Leeward 72/73 to reserved for Volunteer ready room / speaker prep room use on Monday (03.28.2022) and Tuesday (03.29.2022) from 0700 to 1700 hours both days. A/V is needed. Large round setup. Refreshments in-room.
- v. Saturday (03.26.2022) MWEA lab practices committee meeting in the Island room immediately following the MWEA executive committee meeting in the Island room, until 1830 hours.
- vi. Monday MWEA lunch to be "Bama Breeze" buffet
- vii. Tuesday lunch buffet outside the paradise ballrooms be the taco buffet.

c. Final Attendance Guarantees (see table – next page)



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	2022 guaranteed	2022 Meals #'s registered at Registration close March 18, 2022	2022 attendee's prediction using historical % of total conference attendees for each meal	2022 attendee's prediction adjustment using "2019 attendance vs. agreed as a %"	Difference of analytical predictions
Monday Breakfast	330	503	293	302	9
Monday AWWA Lunch	120	231	112	96	-16
Monday MWEA Lunch	340	369	319	360	41
Tuesday Breakfast	435	630	382	426	45
Tuesday Lunch	620	679	537	575	38
Tuesday Dinner	255	419	247	249	3
Wednesday MWEA Breakfast	25	20	17	17	0
Tuesday YP Breakfast	20	15	20	20	0
Wednesday 5S Breakfast	30	86	23	27	4
Wednesday MWEA Lunch	105	182	97	91	-6
Wednesday AWWA Lunch	65	131	62	49	-13



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2021-2022 MWEA OFFICERS

President
Becca Coyle
Retired
618.604.7603

President – Elect
Amanda Johnson
Black & Veatch
8400 Ward Parkway
Kansas City, MO 64114
913.458-3553

Vice President
Todd Fulton
City of Cape Girardeau
2007 Southern Expy
Cape Girardeau, MO
63703
573.339.6641

Secretary
Eric Farrow
HDR
10450 Holmes Road #600
Kansas City, MO 64131
816.347.1105

Treasurer
Samantha Weidenbner
Woodard & Curran
5587 Westerfield Pwky
Weldon Spring, MO
63304
636.233.8062

PWOD
Clara Haenchen
City of Jefferson
401 Mokane Rd,
Jefferson City, MO 65101
573.634.6502

Delegate
Cliff Cate
Burns & McDonnell
9400 Ward Parkway
Kansas City, MO 64114
816. 823.7128

Delegate
Diane Grossenheider
Black & Veatch
16305 Swingley Ridge
Road, Ste 230
Chesterfield, MO 63017
636. 536.5878

Newsletter Report

1. Any Submissions for the Summer 2022 Newsletter are due April 7th. If your committee is hosting an exciting event at the conference please consider a summary article with photos or provide an update from your committee meeting for all the membership. This is a great way to recruit new members to your committee.
2. Please solicit technical articles for our newsletter. I am always looking for content.
3. A email blast went out to all presenters asking them to turn their presentation into a newsletter article. If you hear a good presentation please reach out and pass along contact information to me. I'd love to include their content in our newsletter.



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2021-2022 MWEA OFFICERS

President
Becca Coyle
St. Louis MSD.
314.436.8749
ricoyl@stlmsd.com

President – Elect
Amanda Johnson
Black & Veatch
913.458.3553
johnsona@bv.com

Vice President
Todd Fulton
City of Cape
Girardeau
573.339.6641
tfulton@cityofcapegirardeau.org

Secretary
Eric Farrow
HDR
816.347.1105
Eric.farrow@hdrinc.com

Treasurer
Samantha Weidenbenner
Woodard & Curran
636.233.8062
sweidenbenner@woodwardcurran.com

PWOD
Clara Haenchen
City of Jefferson
573.634.6502
chaenchen@jeffcitymo.org

Delegate
Cliff Cate
Burns & McDonnell
816.823.7128
ckcate@burnsmed.com

Delegate
Diane Grossenheider
Black & Veatch
636.536.5878
GrossenheiderD@bv.com

Registration Report

Joint Annual Meeting

- 870 people attending
- 479 full conference attendees
- 253 exhibitors
- 12 awardees (just Monday lunch)

Outreach

Collections outreach on May 12th in Clinton, MO

New Cvent platform was used this year. There were several issues with setting up the website.

StarChapter is changing how they are set up. We are looking at removing the merchant services account with Commerce where we use authorize.net and switch to StarChapter pay. This switch needs to be made by April 20th or we won't be able to use StarChapter for outreach events registration. We would still pay the same fee for our plan on StarChapter, but will now have to pay \$4.95 monthly fee as well as 2.95% + \$0.25 per transaction.



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2021-2022 MWEA OFFICERS

President

Becca Coyle
MSD.
10 E. Grand Ave.
St. Louis, MO 63147
314.436.8749

President – Elect

Amanda Johnson
Black & Veatch
8400 Ward Parkway
Kansas City, MO 64114
913.458-3553

Vice President

Todd Fulton
City of Cape Girardeau
2007 Southern Expy
Cape Girardeau, MO
63703
573.339.6641

Secretary

Eric Farrow
HDR
401 SW Walnut St
Lees Summit, MO 64063
816.347.1105

Treasurer

Samantha Weidenbner
Woodard & Curran
5587 Westerfield Pkwy
Weldon Spring, MO
63304
636.233.8062

PWOD

Clara Haenchen
City of Jefferson
401 Mokane Rd,
Jefferson City, MO 65101
573.634.6502

Delegate

Cliff Cate
Burns & McDonnell
9400 Ward Parkway
Kansas City, MO 64114
816. 823.7128

Delegate

Diane Grossenheider
Black & Veatch
16305 Swingley Ridge
Road, Ste 230
Chesterfield, MO 63017
636. 536.5878

YP Committee Report

Current

- 2022 JAM
 - Welcome and Orientation Session 4-4:45pm
 - Saki and Andrew volunteering as Conference Ambassadors.
 - Encourage YPs to attend event.
 - Sunday Social 8 PM-11 PM – Parasol I/II
 - Introducing Beer Tasting Event
 - \$10 per Beer Passport – All proceeds go to Water for People
 - Yard games, drinks, and snacks
 - Beginning of the Business Card Scavenger Hunt
 - YP Breakfast Tuesday Morning 7 AM-8:30 AM – Windgate 60/61
 - Free of charge!
 - Help us encourage young professionals to participate our new events
 - YP of the Year Award – Samantha Weidenbner
 - Zach Malach and Andrew Hummel will be at the conference and can hand out the award if need be
- WEF YP Summit in Orlando, Florida
 - Only 1 attendee this year - Andrew Schranck
- Updates to Committee Members
 - Carlie Aksamit is stepping down from her position as YP Co-Chair. Zachariah Malach is continuing as YP Co-Chair in the St. Louis Region.
 - Saki Urushidani is transitioning from YP Co-Chair to Diversity Chair. Isabella Karallas is taking over as YP Co-Chair for the Springfield Region. Welcome aboard Isabella!
 - Andrew Hummel is continuing as the YP Co-Chair for the Kansas City Region.

Plans

- Kansas City, Springfield, and St. Louis
 - YP/Plant Operator Plant Tour – To be planned when plants are comfortable with guests.
 - St. Louis Region YP/Operator Plant Tour
 - Location: Nixa WWTP
 - Date: TBD
 - Kansas City Region YP/Operator Plant Tour
 - Location: Liberty WWTP
 - Date: Summer - Exact Month TBD
 - Springfield Region YP/Operator Plant Tour
 - Location: Springfield SWTP
 - Date: TBD



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Girardeau
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tfulton@cityofcapegirardeau.org

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816.347.1105
Eric.farrow@hdrinc.com

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Woodard & Curran
636.233.8062
sweidenbender@woodardcurran.com

PWOD
Clara Haenchen
City of Jefferson
573.634.6502
chaenchen@jeffcitymo.org

Delegate
Cliff Cate
Burns & McDonnell
816.823.7128
ckcate@burnsmed.com

Delegate
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Black & Veatch
636.536.5878
GrossenheiderD@bv.com

Water for People (WFP) Committee Report – March 26, 2022 Meeting

WFP Planned JAM Activities:

1. Golf Outing, Sunday, March 27 starting at 8:30 am with check-in. 10:00 am start.
 - a. Golfers – numbers from Diane
 - b. Hole Sponsors – 15
 - c. Vandevanter doing lunch again.
2. Breakfast Opening Session – Raffle for dueling Cardinals vs. Royals basket. Winner choice. Other basket will be another raffle item. Thanks to Burns & McDonnell.
3. Silent Auction Round 1 on Monday. Closes at 6:00 pm.
4. Bean Bag Toss Tournament – Monday night in Parasol I/II. Registration begins at 8:30 pm. Thanks to Joe Beffa at Vandevanter.
5. Silent Auction Round 2 on Tuesday. Closes at 1:00 pm.
6. Tuesday Banquet:
 - a. Oral Auction items
 - i. Cardinals tickets
 - ii. Royals Diamond club tickets
 - iii. Mizzou tickets
 - iv. Margaritville weekend
 - b. Raffle Basket items
 - i. Wheelbarrow of booze
 - ii. Lottery ticket tree
 - iii. Basket from opening session

What do we need?

- **Bring an item to donate for the silent auctions or a larger item for the oral auction on Tuesday at the Banquet.** You can bring them to the Water for People booth and give them to Jeff Gratzler or another volunteer at the booth. Then come and check out all the items on Monday and Tuesday during the Annual Meeting and Bid! Bid! Bid!
- **Bring a bottle of your favorite adult beverage for the Wheelbarrow of booze.** You can bring them to the Water for People booth on Sunday or Monday morning, or give it to Jeff Gratzler at the Saturday meeting.
- **We will be having a “Lottery Tree” that will be a raffle item awarded at the Banquet Tuesday,** so bring a scratch off Lottery ticket to donate. Please make sure that it is purchased in the State of Missouri. Again, you can bring them to the Water for People booth on Sunday or Monday morning.
- **Volunteer to work the booth.** Please come help at the booth during the conference. What does this mean? Sit at the booth for an hour (or two) to keep an eye on silent auction items, sell raffle tickets, and answer questions about the silent auction or raffles.



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GAC report for March 2022—

1. State Legislation
 - a. American Rescue Plan Act (ARPA) appropriations bill: watch MO House Bill 3020.
2. State regulatory workgroups meeting
 - a. Statewide phosphorous effluent limits: DNR planning April stakeholder meeting
 - b. MWEA webinar in February was a success!
3. State's ARPA project application request planned to be rolled out in April.
4. WEF will be asking all state WEAs to comment on EPA's proposed financial capability assessment guidance. WEF is critical of the proposed guidance. WEF will be providing more information and a draft comment letter for state WEAs to use. Public comment period closes April 25, 2022.
5. WEF GAC Fly-In: April 27-28, 2022. Lacey and Jay attending.
6. 4-State WEA meeting in KC with EPA Region 7: May 3, 2022
7. Build America, Buy American requirements take effect May 15, 2022. Law applies to ALL federally funded projects (e.g., SRF, WIFIA, BIL/IIJA, and ARPA). Requires (A) all iron and steel used in the project are produced in the United States; (B) the manufactured products used in the project are produced in the United States; or (C) the construction materials used in the project are produced in the United States. EPA and OMB are working on implementation guidance. Stay tuned!
8. Lacey is taking over as the GAC chair. Thank you, Lacey!



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Kansas City, MO 64114
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City of Cape Girardeau
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HDR
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Kansas City, MO 64131
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63304
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PWOD
Clara Haenchen
City of Jefferson
401 Mokane Rd.
Jefferson City, MO 65101
573.634.6502

Delegate
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Kansas City, MO 64114
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Road, Ste 230
Chesterfield, MO 63017
636. 536.5878

2022 Public Relations Committee Report

Co-chairs:
Jeremy Rosemann
Rebecca Howley

Please, always feel free to send your social media post ideas to us:

jeremyrosemann@gmail.com
rhowley@gbateam.com

We are always looking to add new members with fresh ideas to the team!



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Road, Ste 230
Chesterfield, MO 63017
636. 536.5878

To: Becca Coyle, President, M.W.E.A.
March 26th, 2022

From: Todd Rasche, Chair, Tellers Committee

Re: Report to the Executive Committee Meeting March 30th, 2022

I am pleased to announce that I have fulfilled my duties as Chair of the 2021-2022 Tellers Committee and was assisted by M.W.E.A member Jeff Finn for the task of counting the ballots as prescribed in Article 7 of the M.W.E.A Bylaws. The results of the count performed on March 23rd, 2022 are as follows and will be presented to the membership at the Annual Business meeting: Wednesday, March 30th, 2022.

Total Ballots counted: 77

For Vice President (1-year term):
76 Votes for Allison (Morris) Mannion
1 Vote for Todd Rasche

The results therefore indicate that the following should be recognized as duly elected officers:

For President: **Amanda Johnson**
For President Elect: **Todd Fulton**
For Vice President: **Allison (Morris) Mannion**
For Secretary: **Eric Farrow**
For Assistant Secretary: **Lacey Hirschvogel**
For Treasurer: **Samantha Weidenbenner**
For Assistant Treasurer: **Ben Riles**
PWOD Regional Council Representative: **Clara Haenchen**



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March 26, 2022

C2C Association Management Report – Dalton Turner

Executive Committee:

- Participated in bi-weekly check-in calls with MWEA leadership
- Coordinated with Eric Farrow to compile minutes and committee reports from previous MWEA board meeting in August 2021
- Participated in ad hoc bylaws review committee; assisted in referencing other state bylaws
- Submitted documentation to IRS for MWEA determination letter w/ assistance from Eric Farrow

Website:

- Coordinated with Samantha Weidenbenner header menu cleanup
- Working to add MWEA legacy video to home page
- Posted 22 JAM information to website

2022 JAM

- Participated in numerous Zoom meetings with Cvent and assisted in coordination of registration and event app
- Participated in several planning meetings for 22 JAM
- Developed cover for 22 JAM program booklet
- Solicited and compiled registration and program booklets w/ help from Eric Farrow
- Assisted updating meal agendas and scripts w/ Becca Coyle and Eric Farrow
- Assisted program committee with development of technical session matrices
- Ordered committee chairs gifts & waterdrop awards

Various Tasks:

- Assisted in scheduling reminders for newsletter article submissions
- Worked with Pam Schweitzer to update historic awards and committee chairs/officers listing(s)
- Categorized 2021 JAM registrations from Cvent for categoric breakdown (registration, meals, golf, donations, etc).