

**President : Ryan Amtmann; President-Elect : Jim Hessling; Vice-President: Scott Solverson; Secretary: Eric Dundee; Treasurer: Scott Brandmeier; Director: Mary Dziejontkoski and Robert Givens; Past President: Carl Weber; Council of Chapters Delegates: Mike Dailey and Paul Woodard**

**WISCONSIN CHAPTER APWA  
EXECUTIVE COMMITTEE & TECHNICAL COMMITTEE CHAIR MEETING  
AGENDA**

Meeting Date: Friday, January 15, 2016

Meeting Time : 10:00am

Meeting Location: Ruekert & Mielke, Inc.  
W233 N2080 Ridgeview Parkway  
Waukesha, WI 53188

Teleconference Information: Go To Meeting (<https://global.gotomeeting.com/join/585314829>)  
Call In Information: 1 (517) 317-3122  
Access Code: 585-311-829

1. Call to Order /Introductions
2. Presidents Report (Amtmann)
3. Approval of Minutes: December 12, 2015 (attached)
4. Treasurer's Report (Brandmeier)
  - i. Current Account Balances (through 12/31/2015)

i. Associated Checking	\$ 29,639
ii. Associated Money Market	\$ 35,521
iii. North Shore Bank (Scholarship fund)	\$141,867
ii. Total Investments	\$207,027
iii. Revenue YTD	\$162,816
iv. Expenses YTD	\$153,010
v. Revenue YTD 2014	\$182,554
vi. Expenses YTD 2014	\$195,687
5. Approval of Treasurer's Report
6. Committee Reports
  - i. Technical Committees
    - i. Emergency Management (Dan Jensen) - attached

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- ii. Engineering & Technology (John Burgan) - attached
  - iii. Facilities & Grounds (Leeann Butschlick) - attached
  - iv. Fleet Services (Nathan Wachtendonk) - attached
  - v. Leadership & Management (Cathy Austin) - attached
  - vi. Solid Waste Management (Jodine Saunders)
  - vii. Transportation (Rob Phillips)
  - viii. Utilities and Right of Way (Dave Simpson) - attached
  - ix. Water Resources (Bill Frisbee)
  - ii. Standing Committees
    - i. Awards (Sean Gehin)
    - ii. Conference Program (Jim Hessling)
    - iii. Diversity (Bill Dunlop)
    - iv. Education & Scholarship (Holly Powell) - attached
    - v. Historical & Archives (Jim Hessling)
    - vi. Council of Chapters (Mike Dailey)
    - vii. Membership Services (Tyler Smith)
    - viii. Newsletter (Carl Weber)
    - ix. Past Presidents (Dale Hexom)
    - x. Public Relations (Matt Bednarski)
    - xi. Website Administration /Communications (Jeff Mazanec)
    - xii. Vendor Committee (Andy Lang)
    - xiii. Young Professional Chapter Liaison (Steve Hayek)
    - xiv. International Affairs Chapter Liaison (Paul Woodard)
7. Old Business
- i. Cancellation Policy for Chapter Events
  - ii. 2016 Chapter Sponsorships
8. New Business
- i. Committee Teleconference Meetings (GoToMeeting & website posting)
  - ii. 2016 Spring Conference Overview

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- iii. 2016 Spring Conference Budget Review/Approval
- iv. Conference Programming – “3<sup>rd</sup> Track” topics
- v. MS4 Remand Rule

9. Upcoming Event Dates

- i. Spring Conference, May 4-6, 2016 – Stevens Point
- ii. Summer Fundraiser Outing, July 21, 2016 –Beaver Dam (Old Hickory)
- iii. PWX (formerly known as Congress), August 28-31 - Minneapolis
- iv. Snow Plow Rodeo and Equipment Show, TBD – Green Bay
- v. Fall Conference - November 2-4, 2016 – Janesville
- vi. Spring Conference, May 10-12, 2017- Madison
- vii. Fall Conference, 2017 - Wausau
- viii. Spring Conference, 2018 - Oshkosh

10. Future Agenda Items

11. Future meeting dates

- i. Friday, February 12 Teleconference (EC only)
- ii. Friday, March 11 Stevens Point/teleconference (EC and Committee chairs)
- iii. Friday, April 8 Teleconference (EC only)
- iv. Wednesday, May 4 Stevens Point-Spring Conf. (EC and Committee chairs)
- v. Friday, June 10 Teleconference (EC only)
- vi. Thursday, July 21 Beaver Dam-Summer Outing (EC and Committee chairs)
- vii. Friday, August 12 Teleconference (EC only)
- viii. September TBD Green Bay Snowplow Roadeo
- ix. Friday, October 14 Teleconference (EC Only)
- x. Wednesday, November 2 Janesville-Fall Conf (EC and Committee chairs)
- xi. Friday, December 9 Teleconference (EC only)

12. Future newsletter deadlines- March for April newsletter

Newsletters are published quarterly: January, April, July and October.

13. Adjourn

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**President : Carl Weber; President-Elect : Ryan Amtmann; Vice-President: Jim Hessling; Secretary: Eric Dundee; Treasurer: Scott Brandmeier; Director: Scott Solverson and Mary Dziewiontkoski; Past President: John Edlebeck; Council of Chapters Delegates: Mike Dailey and Mike Lemens**

## WISCONSIN CHAPTER APWA EXECUTIVE COMMITTEE MEETING **MINUTES**

Meeting Date: Friday, December 11, 2015

Meeting Time : 10:00am

Teleconference Meeting: <https://global.gotomeeting.com/join/336186733>

Access Code: 336-186-733

1. Call to Order /Introductions: **Attendees – Weber, Amtmann, Hessling, Edlebeck, Dailey, Solverson, Dziewontkoski, Woodard, Dundee**
2. Presidents Report (Weber)
3. Approval of Minutes: November 4, 2015 – **motion Dailey, 2<sup>nd</sup> Dz., passed**
4. Treasurer’s Report (Brandmeier)
  - i. Current Account Balances (through 12/01/2015)

i. Associated Checking	\$ 57,671
ii. Associated Money Market	\$ 35,517
iii. North Shore Bank (Scholarship fund)	\$141,859
  - ii. Total Investments \$235,047
  - iii. Revenue YTD \$154, 321
  - iv. Expenses YTD \$110,432
  - v. Revenue YTD 2014 \$177,144
  - vi. Expenses YTD 2014 \$142,407
5. Approval of Treasurer’s Report – **motion Dailey, 2<sup>nd</sup> Solverson, passed**
6. Old Business
  - i. 2015 Fall Chapter Conference summary
  - ii. Chapter Financial Reporting Change/2016 budget
  - iii. Newsletter contract review – **motion to approve contract as submitted Dailey, 2<sup>nd</sup> Dz, passed. Note future yearly contract to propose 1 electronic newsletter and 3 hard copy newsletters.**
7. New Business

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- i. 2016 Meeting Calendar – motion Amtmann, 2<sup>nd</sup> Dz, passed. Note to allow for more teleconference opportunity.
- ii. 2016 Officers & Committee Chair
- iii. 2016 Sponsorship letter – motion to approve letter with language to include hole sponsorship in table of explanation, Dundee, 2<sup>nd</sup> Solverson, passed with comments
- iv. 2016 Chapter Budget – 1/1 to 6/30 budget, motion Hessling, 2<sup>nd</sup> Solverson, passed
  - i. 2015 budget – motion to NOT transfer \$6,000 yearly scholarship awards from scholarship fund (use chapter general funds) Hessling, 2<sup>nd</sup> Solverson, passed
- v. Spring conference planning guide (via Past President Committee) – Woodard – recommendation to add historical numbers for events (additional appendix)
- vi. Sponsorship of Best Waste Management & Recycling Facilities award for annual STEM Forward Competition (\$250) – motion Dailey, 2<sup>nd</sup> Amtmann, passed
- vii. WASFCM Certified Floodplain Manager Certification – motion not to proceed with partnership for offering exam (Hessling, 2<sup>nd</sup> Solverson, passed)
- viii. 2016 Summer Outing - Dundee
  - i. Old Hickory Golf Course, Beaver Dam – July 21, 2016 motion to approve location, date, contract (Hessling, 2<sup>nd</sup> Dz, passed for Amtmann signature)
  - ii. WASFCM Partnership for Summer Outing – motion to not partner for summer outing (Hessling, 2<sup>nd</sup> Amtmann, passed)
- ix. Pre-conference workshop for Work Zone Safety – motion to proceed with workshop and forward to conference committee (Dundee, 2<sup>nd</sup> Dailey, passed)
- x. Cancellation Policy for Chapter Events – table until January meeting
- xi. Request for funds for ground transportation to 2016 PWX (MSP) – motion to spend \$500 per bus (max. 2 buses for not to exceed of \$1,000) from chapter funds (Amtmann, 2<sup>nd</sup> Dz, passed)
- xii. “Lobbying” review from national(related to Adverse Possession topic)- Dailey reported the national organization views this as one of our goals/missions (advocacy).
- xiii. Transportation Committee report on Midwest Transportation Workforce Summit – no report, tabled to January meeting

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- xiv. 2017 Spring Conference Contract Approval & Deposit Request – **motion to accept contract with national comments/approval (Hessling, 2<sup>nd</sup> Solverson, passed)**
8. Upcoming Event Dates
- i. Spring Conference - May 4-6, 2016 – Stevens Point
  - ii. Summer Fundraiser Outing, July 21, 2016 –Beaver Dam (Old Hickory)
  - iii. PWX (formerly known as Congress), August 28-31 - Minneapolis
  - iv. Snow Plow Rodeo and Equipment Show, TBD – Green Bay
  - v. Fall Conference - November 2-4, 2016 – Janesville
  - vi. Spring Conference, May 10-12, 2017- Madison
  - vii. Fall Conference, 2017 - Wausau
  - viii. Spring Conference, 2018 - Oshkosh
9. Future Agenda Items
- Continued discussion of TIME Coalition participation – **removed from future agenda item. Participation will be done through Work Zone Safety workshop.**
10. Future meeting dates – See item 7.i.
11. Future newsletter deadlines- December for January newsletter
- Newsletters are published quarterly: January, April, July and October.
12. Adjourn – **12:07pm (Hessling, 2<sup>nd</sup> Dundee, passed)**

## 2015 YEAR TO DATE BUDGET REPORT

Wisconsin Chapter - APWA - Period thru 12/31/15

Category Description	2015 Budget	2015 YTD	Balance	% YTD	2014 YTD
<b>INCOME</b>					
405 Registration Fees	\$ 90,000	\$ 106,690	\$ 16,690	119%	\$ 100,314
406 Food & Beverage	\$ -		\$ -		\$ 30
410 Exhibit Space Sales	\$ 25,000	\$ 16,400	\$ (8,600)	66%	\$ 43,753
435 Membership Dues	\$ 10,000	\$ 11,044	\$ 1,044	110%	\$ 10,499
460 Interest Income	\$ 100	\$ 152	\$ 52	152%	\$ 111
465 Misc. Income (from Scholarship fund)	\$ 6,000	\$ 502	\$ (5,499)	8%	
480 Expense Reimbursement	\$ 1,500	\$ 1,696	\$ 196	113%	\$ 2,565
490 Sponsorship	\$ 16,000	\$ 15,900	\$ (100)	99%	\$ 18,100
491 Rebates	\$ 6,000	\$ 9,348	\$ 3,348	156%	\$ 6,809
495 Contributions	\$ 500	\$ 1,084	\$ 584	217%	\$ 373
<b>TOTAL INCOME</b>	<b>\$ 155,100</b>	<b>\$ 162,816</b>	<b>\$ 7,716</b>	<b>74%</b>	<b>\$ 182,554</b>

<b>EXPENSES</b>					
552 Board Travel	\$ 2,000	\$ 1,840	\$ (160)	92%	\$ 737
555 Other Travel	\$ 6,000	\$ 4,351	\$ (1,649)	73%	\$ 3,721
575 Insurance	\$ 1,000		\$ (1,000)	0%	\$ 210
600 Facility Costs	\$ 25,000	\$ 14,156	\$ (10,844)	57%	\$ 30,947
605 Audio Visual Equip Rental	\$ 5,000	\$ 2,485	\$ (2,515)	50%	\$ 4,670
615 Food and Beverage	\$ 60,000	\$ 83,460	\$ 23,460	139%	\$ 85,434
620 Transportation	\$ -	\$ 700	\$ 700	#DIV/0!	\$ 281
675 Speakers and Trainers	\$ 3,000	\$ 3,185	\$ 185	106%	\$ 523
680 Entertainment	\$ 4,000	\$ 3,800	\$ (200)	95%	\$ 3,170
700 Office Supplies	\$ 500	\$ 241	\$ (259)	48%	\$ 160
725 Telephones	\$ 500	\$ 312	\$ (188)	62%	\$ -
730 Postage	\$ 2,000	\$ 2,065	\$ 65	103%	\$ 395
735 Flowers, Gifts, Bequests	\$ 4,000	\$ 648	\$ (3,352)	16%	\$ 100
831 Books & Publications	\$ 1,500		\$ (1,500)	0%	\$ -
838 Printing & Production	\$ 19,000	\$ 16,417	\$ (2,583)	86%	\$ 19,278
861 Awards, Fellowships, Door Prizes	\$ 6,000	\$ 9,703	\$ 3,703	162%	\$ 9,744
863 Scholarships to Non Students	\$ 5,500	\$ 2,312	\$ (3,188)	42%	\$ 4,788
864 Scholarships to Students	\$ 6,000	\$ 6,000	\$ -	100%	\$ 13,373
890 Bank Service Charges	\$ 100	\$ 35	\$ (65)	35%	\$ 588
898 Miscellaneous	\$ 4,000	\$ 1,301	\$ (2,699)	33%	\$ 17,568
<b>TOTAL EXPENSES</b>	<b>\$ 155,100</b>	<b>\$ 153,010</b>	<b>\$ (2,090)</b>	<b>99%</b>	<b>\$ 195,687</b>
<b>Income less Expenses</b>		<b>\$ 9,806</b>			<b>\$ (13,133)</b>

Account	Balances - As of 12/31/15			12/31/14
Chapter Checking (Associated)	\$ 29,639	Associated Bank	0.00%	\$ 10,912
Chapter Money Market (Associated)	\$ 35,521	Associated Bank	0.15%	\$ 35,468
Scholarship Fund (North Shore Bank)	\$ 141,867	North Shore Bank		\$ 141,768
Scholarship Money Market	\$ -	FCCU	0.35%	\$ -
Scholarship Savings	\$ -	FCCU	0.10%	\$ -
<b>OVERALL TOTAL</b>	<b>\$ 207,027</b>			<b>\$ 188,148</b>

# YTD Revenue and Expense\_2015 - Dec 2015

12/1/2015 through 12/31/2015

1/10/2016

Page 1

Date	Num	Description	Memo	Cat...	Tag	Amount
<b>INCOME</b>						<b>8,481.19</b>
<b>405 Registration Fees</b>						<b>1,344.27</b>
12/7/2015	DEP	Deposit	Registration fees	405 ...Fall Conference		1,344.27
<b>491 Rebates</b>						<b>7,136.92</b>
12/9/2015	DEP	Deposit	Rebates	491 ...1st and 2nd Q...		3,568.46
12/28/2015	DEP	Deposit	Rebates	491 ...3rd and 4th Q...		3,568.46
<b>EXPENSES</b>						<b>-42,578.49</b>
<b>552 Delegate Travel</b>						<b>-322.20</b>
12/6/2015	1454	Paul Woodard	Spring 2016 Delegates...	552 ...Delegates Me...		-322.20
<b>555 Other Travel</b>						<b>-70.00</b>
12/6/2015	1453	Ben Jordan	Hotel Cost	555 ...Snow Plow R...		-70.00
<b>600 Facility Costs</b>						<b>-8,534.50</b>
12/6/2015	145...	Heidel House	Facility Costs	600 ...Fall Conference		-231.00
12/31/2015	1456	Landmark Entertainment	2016 Fall Conference	600 ...Fall Conference		-375.00
12/31/2015	1457	Old Hickory Golf Club	2016 Summer outing	600 ...Golf Outing		-250.00
12/31/2015	1458	Monona Terrace And ...	2017 Spring Conferenc...	600 ...Spring Confer...		-7,678.50
<b>605 Audio Visual Equip Rental</b>						<b>-1,043.12</b>
12/6/2015	145...	Heidel House	A/V	605 ...Fall Conference		-1,043.12
<b>615 Food and Beverage</b>						<b>-31,506.68</b>
12/6/2015	145...	Heidel House	Food and Beverage	615 ...Fall Conference		-30,267.89
12/6/2015	1451	Lambeau Field Events	Food and beverage	615 ...Snow Plow R...		-1,238.79
<b>675 Speakers and Trainers</b>						<b>-89.00</b>
12/6/2015	145...	Heidel House	Hotel for speaker	675 ...Fall Conference		-89.00
<b>730 Postage</b>						<b>-19.60</b>
12/8/2015	DE...	US Postal Service	Postage	730 ...Postage Stam...		-19.60
<b>838 Printing &amp; Production</b>						<b>-303.00</b>
12/6/2015	1452	Trademark Graphics	Banners/signs	838 ...Snow Plow R...		-303.00
<b>861 Awards, Fellowships, Door Prizes</b>						<b>-289.75</b>
12/6/2015	1455	Quality Awards	Awards	861 ...Snow Plow R...		-289.75
<b>863 Scholarships To Non Students</b>						<b>-60.00</b>
12/6/2015	1449	Patrick Clemens	Tuition Reimbursement	863 ...Tuition Reimb...		-60.00
<b>890 Bank Service Charges</b>						<b>-35.00</b>
12/15/2015	DE...	Deluxe Check	New checks for Scott ...	890 ...		-35.00
<b>898 Miscellaneous</b>						<b>-305.64</b>
12/6/2015	145...	Heidel House	Miscellaneous	898 ...Fall Conference		-55.64
12/31/2015	1459	STEM Forward	Contribution to STEM	898 ...Sponsorship		-250.00
<b>OVERALL TOTAL</b>						<b>-34,097.30</b>



# YTD Revenue and Expense\_2015 - 2015

1/1/2015 through 12/31/2015

1/10/2016

Page 1

Date	Num	Description	Memo	Cat...	Tag	Amount
<b>INCOME</b>						<b>162,663.12</b>
<b>405 Registration Fees</b>						<b>106,689.86</b>
2/2/2015	DE...	Deposit	Late registration fees	405 ...Fall Conference		255.00
2/28/2015	DE...	Deposit	Registration Fees	405 ...Spring Confer...		338.44
3/10/2015	DEP	Deposit	Late Registration Fees	405 ...Fall Conference		915.00
3/30/2015	DE...	Deposit	Registration fees	405 ...Spring Confer...		342.57
4/7/2015	DEP	Deposit		405 ...Spring Confer...		100.00
5/9/2015	DE...	Deposit	Registration Fees	405 ...Spring Confer...		23,735.29
5/27/2015	DE...	Deposit	Registration Fees	405 ...Spring Confer...		7,077.25
6/8/2015	DE...	Deposit	Registration Fees	405 ...Spring Confer...		4,852.75
7/13/2015	DEP	Deposit	Spring Conference & ...	405 ...Spring Confer...		7,767.64
7/13/2015	DE...	Deposit	Registration	405 ...Spring Confer...		250.00
7/13/2015	DE...	Deposit	Registration fees	405 ...Golf Outing		1,330.00
8/3/2015	DE...	Deposit	Registration fees	405 ...Golf Outing		960.00
8/11/2015	DE...	Deposit	Golf and Chapter Dinner	405 ...Chapter Dinn...		609.80
8/25/2015	DE...	Deposit	Registration fees	405 ...Golf Outing		150.00
8/31/2015	DEP	Deposit	Golf and Chapter Dinner	405 ...Golf Outing		913.36
9/3/2015	DEP	Deposit	Registration	405 ...Snow Plow R...		7,025.00
10/2/2015	DE...	Deposit	Dinner and Rodeo	405 ...Chapter Dinn...		3,235.29
10/12/2015	DEP	Deposit	Registration Fees	405 ...Fall Conference		8,705.00
10/23/2015	DE...	Deposit	Registration Fees (Aut...	405 ...Spring Confer...		225.00
10/23/2015	DEP	Deposit	Registration fees	405 ...Fall Conference		5,560.00
10/28/2015	DE...	Deposit	Registration Fees	405 ...Fall Conference		5,866.79
10/29/2015	DEP	Deposit	Registration Fees	405 ...Fall Conference		1,425.00
11/2/2015	DEP	Deposit	Registration Fees	405 ...Fall Conference		1,050.00
11/3/2015	DEP	Deposit	Registration Fees	405 ...Fall Conference		7,177.66
11/4/2015	DEP	Deposit	Registration Fees	405 ...Snow Plow R...		2,250.00
11/23/2015	DE...	Deposit	Registration Fees	405 ...Fall Conference		13,228.75
12/7/2015	DEP	Deposit	Registration fees	405 ...Fall Conference		1,344.27
<b>410 Exhibit Space Sales</b>						<b>16,400.00</b>
5/9/2015	DE...	Deposit	Exhibit Space	410 ...Spring Confer...		14,000.00
5/27/2015	DE...	Deposit	Exhibit Sales	410 ...Spring Confer...		2,000.00
7/13/2015	DE...	Deposit	Exhibit Space	410 ...Spring Confer...		400.00
<b>435 Membership Dues</b>						<b>11,043.75</b>
2/2/2015	DE...	Deposit	Dues from National	435 ...Membership ...		1,740.00
5/9/2015	DE...	Deposit	Dues	435 ...Membership ...		4,207.50
8/11/2015	DE...	Deposit	Chapter Dues	435 ...2nd QTR Cha...		3,386.25

# YTD Revenue and Expense\_2015 - 2015

1/1/2015 through 12/31/2015

1/10/2016

Page 2

Date	Num	Description	Memo	Cat...	Tag	Amount
10/28/2015	DE...	Deposit	Chapter Dues	435 ...Chapter Dues		1,710.00
<b>465 Misc. Income</b>						<b>501.50</b>
6/5/2015	DEP	Deposit	APWA Polo Shirt Sale...	465 ...Expense Rei...		501.50
<b>480 Expense Reimbursement</b>						<b>1,696.27</b>
3/30/2015	DE...	Deposit	Reimbursement (Daile...	480 ...Chapter Lead...		1,200.00
5/9/2015	DE...	Deposit	Reimbursement	480 ...Expense Rei...		200.00
5/27/2015	DE...	Deposit	Reimbursement	480 ...Spring Confer...		22.00
11/23/2015	DE...	Deposit	Reimbursement	480 ...Fall Conference		274.27
<b>490 Sponsorship</b>						<b>15,900.00</b>
2/2/2015	DE...	Deposit	Sponsorship - various	490 ...Sponsorship		6,500.00
			Sponsorship	490 ...Scholarship		900.00
2/28/2015	DE...	Deposit	HNTB & RA Smith	490 ...Sponsorship		1,800.00
3/30/2015	DE...	Deposit	R/M, MSA, Sealmaster	490 ...Annual Chapt...		3,100.00
5/9/2015	DE...	Deposit	Sponsorship	490 ...Sponsor		1,400.00
5/27/2015	DE...	Deposit	Sponsorship	490 ...Spring Confer...		300.00
7/13/2015	DE...	Deposit	Golf Outing	490 ...Sponsor		200.00
8/3/2015	DE...	Deposit	Sponsor	490 ...Golf Outing		500.00
8/25/2015	DE...	Deposit	Sponsorship	490 ...Golf Outing		200.00
10/23/2015	DE...	Deposit	Fees for table at confer...	490 ...Sponsor		400.00
10/28/2015	DE...	Deposit	Sponsorship	490 ...Fall Conference		600.00
<b>491 Rebates</b>						<b>9,347.74</b>
3/30/2015	DE...	Deposit	APWA Rebate	491 ...4th QTR Cha...		1,710.82
10/2/2015	DE...	Deposit	Rebate	491 ...Delegates Me...		500.00
12/9/2015	DEP	Deposit	Rebates	491 ...1st and 2nd Q...		3,568.46
12/28/2015	DEP	Deposit	Rebates	491 ...3rd and 4th Q...		3,568.46
<b>495 Contributions</b>						<b>1,084.00</b>
6/8/2015	DE...	Deposit	Contribution	495 ...Scholarship		250.00
7/13/2015	DE...	Deposit	Contribution	495 ...Donation		45.00
8/3/2015	DE...	Deposit	Contribution	495 ...Donation		50.00
8/25/2015	DE...	Deposit	Donation	495 ...Donation		82.00
11/23/2015	DE...	Deposit	Scholarship Funds	495 ...Scholarship		657.00
<b>EXPENSES</b>						<b>-153,009.97</b>
<b>Uncategorized</b>						<b>0.00</b>
7/14/2015	1405	**VOID****VOID**VOID	Voided check for Auto...			0.00
11/21/2015	1443	**VOID****VOID**VOID	Voided check			0.00
<b>552 Delegate Travel</b>						<b>-1,840.15</b>
3/13/2015	1378	Mike Dailey	Travel costs	552 ...Delagates Me...		-868.70
9/28/2015	1414	Mike Dailey	Delegate Reimburse...	552 ...Delagates Me...		-649.25

## YTD Revenue and Expense\_2015 - 2015

1/1/2015 through 12/31/2015

1/10/2016

Page 3

Date	Num	Description	Memo	Cat...	Tag	Amount
12/6/2015	1454	Paul Woodard	Spring 2016 Delegates...	552	...Delegates Me...	-322.20
<b>555 Other Travel</b>						<b>-4,350.84</b>
3/10/2015	137...	Eric Dundee	Travel Reimbursement	555	...Leadership Tr...	-1,076.16
7/12/2015	1400	Michael Wodalski	ELA Reimbursement	555	...Other Travel	-852.20
9/28/2015	1415	Michael Wodalski	ELA Reimbursement	555	...Congress Exp...	-804.02
9/28/2015	1418	City Of Kenosha	ELA Reimbursement - ...	555	...Congress Exp...	-1,255.48
9/30/2015	1420	Katie Elder	ELA Reimbursement	555	...Congress Exp...	-292.98
12/6/2015	1453	Ben Jordan	Hotel Cost	555	...Snow Plow R...	-70.00
<b>600 Facility Costs</b>						<b>-14,156.34</b>
1/31/2015	1376	Green Bay Expo Servi...	Snow Plow Roadeo Te...	600	...Snow Plow R...	-650.00
3/13/2015	1379	Lake Windsor Golf	Summer golf outing de...	600	...Golf Outing	-250.00
5/27/2015	139...	Blue Harbor Conferenc...	Facility Costs	600	...Spring Confer...	-1,336.06
8/31/2015	140...	Lake Windsor Golf	Golf fees	600	...Golf Outing	-2,735.78
11/21/2015	1444	Green Bay Expo Servi...	Snow Plow Roadeo Te...	600	...Snow Plow R...	-650.00
12/6/2015	145...	Heidel House	Facility Costs	600	...Fall Conference	-231.00
12/31/2015	1456	Landmark Entertainment	2016 Fall Conference	600	...Fall Conference	-375.00
12/31/2015	1457	Old Hickory Golf Club	2016 Summer outing	600	...Golf Outing	-250.00
12/31/2015	1458	Monona Terrace And ...	2017 Spring Conferenc...	600	...Spring Confer...	-7,678.50
<b>605 Audio Visual Equip Rental</b>						<b>-2,484.73</b>
5/27/2015	139...	Blue Harbor Conferenc...	AV Rental	605	...Spring Confer...	-1,441.61
12/6/2015	145...	Heidel House	A/V	605	...Fall Conference	-1,043.12
<b>615 Food and Beverage</b>						<b>-83,459.90</b>
1/16/2015	DE...	Hi-Way Harry's	Lunch at Hi-Way Harry...	615	...E.C. Meeting	-215.00
3/13/2015	DE...	Blue Harbor Conferenc...	Lunch at Blue Harbor a...	615	...E.C. Meeting	-260.00
5/27/2015	1388	Rick Eilertson	Canoe Tour/Lunch	615	...Spring Confer...	-100.13
5/27/2015	139...	Blue Harbor Conferenc...	Food and Beverage	615	...Spring Confer...	-44,474.54
8/24/2015	DE...	Whiskey Ranch	Lunch prior to meeting ...	615	...Misc	-52.00
8/31/2015	140...	Lake Windsor Golf	Food and Beverage	615	...Golf Outing	-786.34
9/3/2015	DE...	The R Phoenix	Chapter Dinner	615	...Chapter Dinn...	-1,534.55
10/9/2015	DE...	The Heidel House	Lunch for the Executiv...	615	...E.C. Meeting	-137.56
10/30/2015	DE...	Badger Popcorn	Popcorn/Snacks	615	...Fall Conference	-212.50
11/4/2015	1437	Goose Blind	Get Acquainted Party	615	...Fall Conference	-4,070.26
11/5/2015	DE...	Christianos Pizza	Spouses	615	...Fall Conference	-110.34
12/6/2015	145...	Heidel House	Food and Beverage	615	...Fall Conference	-30,267.89
12/6/2015	1451	Lambeau Field Events	Food and beverage	615	...Snow Plow R...	-1,238.79
<b>620 Transportation</b>						<b>-700.00</b>
11/2/2015	1431	Lamers Bus Lines	Fall Transportation and...	620	...Transportation	-700.00
<b>675 Speakers and Trainers</b>						<b>-3,185.05</b>

# YTD Revenue and Expense\_2015 - 2015

1/1/2015 through 12/31/2015

1/10/2016

Page 4

Date	Num	Description	Memo	Cat...	Tag	Amount
5/27/2015	1390	SGB & Associates, LLC	Speaker	675 ...Spring Confer...		-500.00
8/31/2015	1409	Fox Point LLC	Speaker deposit	675 ...Fall Conference		-600.00
11/21/2015	1445	Lead Change With No ...	Speaker Victor Gray	675 ...Fall Conference		-746.05
11/21/2015	1446	Fox Point LLC	Speaker Randy Fox	675 ...Fall Conference		-1,250.00
12/6/2015	145...	Heidel House	Hotel for speaker	675 ...Fall Conference		-89.00
<b>680 Entertainment</b>						<b>-3,800.00</b>
5/14/2015	1384	Joel Kuether	Entertainment	680 ...Spring Confer...		-450.00
7/12/2015	1401	MJ Productions	Entertainment	680 ...Fall Conference		-1,100.00
10/28/2015	1424	MJ Productions	Entertainment	680 ...Fall Conference		-2,250.00
<b>700 Office Supplies</b>						<b>-241.45</b>
1/31/2015	1374	Schwaab Inc.	New Return Address S...	700 ...Office Supplies		-46.25
11/21/2015	1442	Lee Igl	Badges	700 ...Fall Conference		-195.20
<b>725 Telephones</b>						<b>-311.53</b>
3/10/2015	137...	Eric Dundee	Go to Meeting	725 ...Go to Meeting...		-311.53
<b>730 Postage</b>						<b>-2,064.60</b>
1/18/2015	1373	Nancy Cavanaugh	Postage	730 ...Jan Newsletter		-372.65
5/1/2015	138...	Nancy Cavanaugh	April Newsletter	730 ...Postage Stam...		-558.48
7/9/2015	139...	Nancy Cavanaugh	July Newsletter	730 ...Postage Stam...		-378.56
9/28/2015	1416	Jim Hessling	Postage	730 ...Fall Conference		-331.62
9/28/2015	141...	Nancy Cavanaugh	Postage - Fall Newslett...	730 ...Postage Stam...		-379.02
11/6/2015	1441	Jim Hessling	Postage	730 ...Fall Conference		-24.67
12/8/2015	DE...	US Postal Service	Postage	730 ...Postage Stam...		-19.60
<b>735 Flowers, Gifts, Bequests</b>						<b>-647.55</b>
7/12/2015	1403	Miesfeld's	Spring Conference Sp...	735 ...Speaker Gifts		-647.55
<b>838 Printing &amp; Production</b>						<b>-16,417.36</b>
3/30/2015	1380	APWA	Public Works Posters	838 ...Posters		-560.00
5/1/2015	138...	Nancy Cavanaugh	April Newsletter	838 ...April Newsletter		-4,046.29
7/9/2015	139...	Nancy Cavanaugh	July Newsletter	838 ...July Newsletter		-4,659.13
8/8/2015	1406	Signs By Tommorrow	Signs for holes	838 ...Golf Outing		-165.00
9/28/2015	1417	Heartland Litho	Conference Flyer	838 ...Fall Conference		-900.48
9/28/2015	141...	Nancy Cavanaugh	Newsletter	838 ...Oct Newsletter		-4,331.97
11/6/2015	1440	Heartland Litho	Printing	838 ...Fall Conference		-1,306.76
11/21/2015	1447	Action Graphics	Printing	838 ...Fall Conference		-124.73
11/21/2015	1448	Badger Graphic Systems	Printing	838 ...Fall Conference		-20.00
12/6/2015	1452	Trademark Graphics	Banners/signs	838 ...Snow Plow R...		-303.00
<b>861 Awards, Fellowships, Door Prizes</b>						<b>-9,702.58</b>
5/27/2015	1387	Championship Awards	Spring Conference Aw...	861 ...Awards		-403.41
5/27/2015	1392	MJ Promotions	APWA Shirts	861 ...Misc		-385.34

# YTD Revenue and Expense\_2015 - 2015

1/1/2015 through 12/31/2015

1/10/2016

Page 5

Date	Num	Description	Memo	Cat...	Tag	Amount
6/7/2015	1395	City Of Sheboygan	Door Prizes	861 ...Spring Confer...		-400.00
7/12/2015	1402	Five Star Club Rentals	Door Prizes	861 ...Golf Outing		-554.50
7/14/2015	1404	MJ Promotions	APWA Shirts	861 ...Misc		-45.35
8/31/2015	1411	MJ Promotions	Shirts	861 ...Snow Plow R...		-1,215.80
8/31/2015	1412	Green Bay Packers	Caps	861 ...Snow Plow R...		-4,752.00
10/28/2015	1421	APWA	Presidents pin	861 ...Presidents Pin		-11.00
11/4/2015	1433	Quality Awards	Awards	861 ...Snow Plow R...		-237.25
11/6/2015	1438	Lee Igl	Door Prizes	861 ...Fall Conference		-1,250.13
11/6/2015	1439	City Of Stoughton	Tee Shirts	861 ...Fall Conference		-158.05
12/6/2015	1455	Quality Awards	Awards	861 ...Snow Plow R...		-289.75
<b>863 Scholarships To Non Students</b>						<b>-2,312.25</b>
1/31/2015	1375	City Of Columbus	Reimbursement	863 ...Tuition Reimb...		-1,056.25
4/7/2015	1381	City Of New Richmond	Tuition Reimbursement	863 ...Tuition Reimb...		-60.00
4/7/2015	1382	Village Of Weston	Tuition Reimbursement	863 ...Tuition Reimb...		-90.00
6/7/2015	1396	Village Of Weston	Reimbursement	863 ...Tuition Reimb...		-90.00
7/12/2015	1398	Patrick Clemens	Tuition	863 ...Tuition Reimb...		-60.00
7/12/2015	1399	City Of Fitchburg	Tuition	863 ...Tuition Reimb...		-216.00
8/31/2015	1408	City Of Janesville	Reimbursement for cla...	863 ...Tuition Reimb...		-500.00
8/31/2015	1410	Pat Clemens	Reimbursement for class	863 ...Tuition Reimb...		-60.00
10/28/2015	1423	Patrick Clemens	Tuition Reimbursement	863 ...Tuition Reimb...		-60.00
11/2/2015	1432	Patrick Clemens	Tuition Reimbursement	863 ...Tuition Reimb...		-60.00
12/6/2015	1449	Patrick Clemens	Tuition Reimbursement	863 ...Tuition Reimb...		-60.00
<b>864 Scholarships To Students</b>						<b>-6,000.00</b>
11/2/2015	1425	Everett Lenz	2015 Scholarship	864 ...Scholarship		-1,000.00
11/2/2015	1426	Kali Phillips	2015 Scholarship	864 ...Scholarship		-1,000.00
11/2/2015	1427	Riley Stone	2015 Scholarship	864 ...Scholarship		-1,000.00
11/2/2015	1428	Kelsie Lanz	2015 Scholarship	864 ...Scholarship		-1,000.00
11/2/2015	1429	Amber Wycklendt	2015 Scholarship	864 ...Scholarship		-1,000.00
11/2/2015	1430	Razan Atari	2015 Scholarship	864 ...Scholarship		-1,000.00
<b>890 Bank Service Charges</b>						<b>-35.00</b>
12/15/2015	DE...	Deluxe Check	New checks for Scott ...	890 ...		-35.00
<b>898 Miscellaneous</b>						<b>-1,300.64</b>
5/27/2015	1385	Kristine Anderson	Overpayment/Reimbur...	898 ...Spring Confer...		-25.00
5/27/2015	1386	City Of Brookfield	Reimbursement	898 ...Spring Confer...		-100.00
5/27/2015	1389	APWA	CEU	898 ...CEU Applicati...		-50.00
5/28/2015	1393	Carl Weber	Reimbursement/Spouse	898 ...Registration R...		-125.00
6/7/2015	1394	Kapur & Associates	Reimbursement - Golf	898 ...Spring Confer...		-100.00
9/28/2015	1413	APWA	Membership fees	898 ...Student Mem...		-120.00

# YTD Revenue and Expense\_2015 - 2015

1/1/2015 through 12/31/2015

1/10/2016

Page 6

Date	Num	Description	Memo	Cat...	Tag	Amount
10/28/2015	1422	APWA	Continuing Ed	898 ...CEU Applicati...		-50.00
11/4/2015	1434	Waukesha County	Refund	898 ...Fall Conference		-100.00
11/4/2015	1435	Jefferson County	Refund	898 ...Fall Conference		-100.00
11/4/2015	1436	Kruczek Construction	Refund	898 ...Fall Conference		-225.00
12/6/2015	145...	Heidel House	Miscellaneous	898 ...Fall Conference		-55.64
12/31/2015	1459	STEM Forward	Contribution to STEM	898 ...Sponsorship		-250.00
<b>OVERALL TOTAL</b>						<b>9,653.15</b>

**APWA  
Wisconsin Chapter  
COMMITTEE REPORT**

Committee Name: Emergency Management

Chair: Dan Jensen

Executive & Technical Committee Meeting Date: 1/15/16

Committee Emphasis:  
Wisconsin State Mutual Aid Agreement

Notes from Most Recent Meeting:

Attached

Notes:

Suggested Conference Session Topics: (rank by priority. Include speaker name if available)

1. MABAS spokes person to explaining how the Mutual Aid System works for Fire Dept.'s
- 2.
- 3.



January 15, 2016

**COMMITTEE REPORT - APWA Wisconsin Chapter**

<b>Committee Name:</b> Emergency Management																			
January 15 <sup>th</sup> , 2016	<b>Chair:</b> Dan Jensen																		
<b>Current Year – Area of Emphasis:</b>																			
Increase Statewide Participation in Wisconsin Public Works Mutual Assistance Agreement																			
<b>Current Issues:</b> Difficulty of getting Mutual Aid Agreement Signed Formation of Executive Board for Public Works Mutual Aid System (PWMAS)																			
<table border="0" style="width: 100%;"> <thead> <tr> <th style="text-align: left;"><b>Notes from Most Recent Meetings:</b></th> <th style="text-align: right;"><b>Date:</b></th> </tr> </thead> <tbody> <tr> <td>Homeland Security Council Meeting</td> <td style="text-align: right;">Meetings through 2015</td> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• Bruce Slagoski, City of Beloit – Updates on various state wide security threats</li> </ul> </td> <td style="text-align: right; vertical-align: bottom;">2015</td> </tr> <tr> <td>Wisconsin Homeland Security Annual Report</td> <td style="text-align: right;">2015</td> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• Provided APWA’s summary of emergency management activity for annual report</li> </ul> </td> <td style="text-align: right; vertical-align: bottom;">June 4, 2015</td> </tr> <tr> <td>Presented to Public Works employees a presentation on Wisconsin Emergency Management with Director Brian Satula and Becki Slater.</td> <td style="text-align: right;">June 4, 2015</td> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• Presented “real life “response of what to do and what not to do in an emergency as a public works employee or supervisor.</li> </ul> </td> <td style="text-align: right; vertical-align: bottom;">Nov, 2015</td> </tr> <tr> <td>Western Racine County Mutual Aid Group.</td> <td style="text-align: right;">Nov, 2015</td> </tr> <tr> <td> <ul style="list-style-type: none"> <li>• Scott Remer, Kanasville Fire Chief, will discuss with our group how Mutual Aid Box Alarm System (MABAS) works in Racine County. 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MABAS does not help a fire department with the initial response or for the first 30 minutes or so of a working fire where most life safety rescues occur.</li> <li>• We are emulate what MABAS does all the nine municipalities in the Group.               <ul style="list-style-type: none"> <li>○ he first step is to have Public Works Mutual Assistance Agreement approved in each municipality</li> <li>○ Second is to elect someone from our group to be the South East regions representative on the Executive Board of the Public Works Mutual Assistance System’</li> <li>○ Lastly, the group take the lessons learned from having the adaptation of the agreement in the City Councils, Village and Town Boards to approach other mutual aid groups to help them get the agreement signed and choose a member to serve on the executive committee.</li> </ul> </li> </ul> </td> <td></td> </tr> </tbody> </table>		<b>Notes from Most Recent Meetings:</b>	<b>Date:</b>	Homeland Security Council Meeting	Meetings through 2015	<ul style="list-style-type: none"> <li>• Bruce Slagoski, City of Beloit – Updates on various state wide security threats</li> </ul>	2015	Wisconsin Homeland Security Annual Report	2015	<ul style="list-style-type: none"> <li>• Provided APWA’s summary of emergency management activity for annual report</li> </ul>	June 4, 2015	Presented to Public Works employees a presentation on Wisconsin Emergency Management with Director Brian Satula and Becki Slater.	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**APWA  
Wisconsin Chapter  
COMMITTEE REPORT**

Committee Name: Engineering & Technology

Chair: John Burgan

Executive & Technical Committee Meeting Date: January 2016

Committee Emphasis:

Education of membership on a wide range of topics via presentations and newsletter articles.

Notes from Most Recent Meeting:

Attached

Notes:

The Committee met at the fall conference. The main topic was potential topics for upcoming conferences.

Jim Mantes agreed to be deputy chair, and will become the committee chair at the end of my term.

Suggested Conference Session Topics: (rank by priority. Include speaker name if available)

1. See attached.
- 2.
- 3.

**APWA  
Wisconsin Chapter  
COMMITTEE REPORT**

<b>Committee Name:</b> Facilities & Grounds	
<b>Date:</b> 11/5/15	<b>Chair:</b> Leeann Butschlick
<b>Current Year - Area of Emphasis:</b>	
<p>The committee continues to work on providing relevant information on areas that would benefit our members in managing and operating buildings and property related to local government. This includes facility infrastructure, energy use, code issues, security, grants available, capital improvements and maintenance. Our committee draws on the experience and skills of its members and any outside resources in providing information that can improve operations and budgets assigned to facilities and grounds. We are working to provide the program committee with interesting topics for upcoming chapter conferences.</p>	
<b>Current Issues:</b>	
<p>Current issues include membership recruitment and development of a current list of topics of interest.</p>	
<b>Notes From Most Recent Meeting</b>	<b>Date:</b> 11/5/15
<p>Participating members: Shelly Billingsley, Chris Pirlot, Brian Pehl, Scott Schattschneider, Leeann Butschlick</p> <p>Meeting discussion focused service areas of "facilities and grounds" and a topic list provided by Chris Pirlot.</p>	
<b>Conference Topics:</b>	
<p>Spring 2016: SentryWorld or University related</p> <p>Possible Future: SWIPP plans for municipal facilities Risk management security of assets</p>	

**APWA  
Wisconsin Chapter  
COMMITTEE REPORT**

Committee Name: Fleet Services

Chair: Nathan Wachtendonk

Executive & Technical Committee Meeting Date: January 15, 2016

Committee Emphasis:

Expanding the snow plow roadeo by expanding the vendor area and reaching out to recruit more drivers.

Notes from Most Recent Meeting:

Attached

Notes:

Most recent meeting was held at Casper's Truck in Kauakuna on December 17th. We discussed:

1. The date for the 2016 Roadeo, which will be determined when the Packers release the 2016 schedule.
2. How to recruit more drivers from the participating communities and also reaching out to communities that do not participate to draw in more drivers.
3. Possible course changes with new and more difficult obstacles.
4. Upcoming meeting dates and locations.

Suggested Conference Session Topics: (rank by priority. Include speaker name if available)

- 1.
- 2.
- 3.

**APWA  
Wisconsin Chapter  
COMMITTEE REPORT**

Committee Name: Leadership and Management Committee

Chair: Cathy Austin

Executive & Technical Committee Meeting Date: January 15, 2016

Committee Emphasis:

- Emerging Leaders Program
- Conference Speakers

Notes from Most Recent Meeting:

Attached

Notes:

See attached.

Suggested Conference Session Topics: (rank by priority. Include speaker name if available)

1. Topics centered around the host City - we are still investigating
2. Ethical Leadership - Potential Dale Carnegie topic
- 3.

# Meeting Minutes

## 2015 APWA Fall Conference - Leadership and Management Committee Meeting

Heidel House Resort & Spa, Green Lake, WI

November 5, 2015

Members Present: Brian Cater, Patrick Rank, Tim Lynch, Kurt Peot, Ryan Amtmann, Eric Dundee, Brian Kober

### Possible Topics for 2016 Spring Conference in Stevens Point:

- Topic centered around the host City.
  - Tim Lynch will Contact Scott (DPW – Stevens Point) to see if there are any local speakers or major local companies to speak on a leadership or management topic.
- Stevens Point Brewery
  - Someone to discuss the management of the brewery.
  - Kurt Peot will contact Stevens Point Brewery to vet this topic.

Side note... could also contact Central Waters Brewery

- Game Warden
  - Discussion of leadership style within the organization.
  - Eric Dundee will pursue this topic.
- Ethical Leadership
  - This was suggested as a Dale Carnegie topic.
  - Eric Dundee has begun and will continue to get information on this topic.
- A Professor from UW-Stevens Point
  - Speak on a leadership/management topic.
  - Brian Kober agreed contact the college.
- Other potential topic that were discussed but are not being looking into further at this time:
  - Mentoring
  - Human Asset Management
  - Act 10 Update (Possibly a better 2016 fall topic)

**Wednesday, December 9<sup>th</sup>** the committee will reconvene via conference call to discuss topic findings and decide on topic for the spring conference. The topic needs to be set for the **January 15<sup>th</sup>** Executive Committee meeting.

Emerging Leaders:

- Brian Kober will put together a cost per person to attend the PWX in Minneapolis, MN. Cost to include hotel, travel, meals, and registration for 4 days.
- The committee discussed the possibility of sending 4 instead of 2 to the PWX. This is why Brian will come up with a per person cost.
- We need consultants to send young professionals to the Emerging Leaders program. How do we get the word out?

The Wisconsin Chapter website will go online in January 2016. Once this happens the committee will need to decide what should be on the Leadership and Management Committee page.

**APWA  
Wisconsin Chapter  
COMMITTEE REPORT**

Committee Name: Utility & Public Right-of-Way (UPROW)

Chair: David Simpson

Executive & Technical Committee Meeting Date: 1/15/16

Committee Emphasis:

1. Identifying new resources and materials to assist right-of-way managers, users and elected officials in the ongoing formulation of public policy and local ordinances for the management of public right-of-way.
2. Look for solutions to issues surrounding the use of public rights-of-way.
3. Provide for better communication between telecommunications companies, utility companies, and local governments.
4. Insure that appropriate and sustainable utilization of the public right-of-way occurs in accordance with all applicable local, state and federal laws.

Notes from Most Recent Meeting:

Attached

Notes:

Discussed options for future agenda items. Also discussed how we can learn more about what other UPROW Committees are doing in other States. More gas companies are doing cross bore investigations.

Suggested Conference Session Topics: (rank by priority. Include speaker name if available)

1. STH 42 Reconstruction in the Village of Sister Bay- Real estate, utility, and environmental challenges and how they were overcome . WDOT and DNR would present with coordination by Gayle Lindenberg, 920-662-9641, glindenberg@releeinc.com
- 2.
- 3.



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**WISCONSIN CHAPTER APWA  
WATER RESOURCES COMMITTEE MEETING**

Meeting Date: Thursday, November 5, 2016 Meeting Time: 4:00 – 5:15 PM

Meeting Location: Boathouse Pub  
Heidel House, Green Lake, WI

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**MINUTES AND EXECUTIVE COMMITTEE REPORT**

- 1) Spring 2015 Conference Speakers
  - a) Robert Givens, OMNNI. Mr. Givens spoke about dam safety and inspections.
- 2) Information from EC meeting
  - a) Young Leaders program is looking for candidates
  - b) Awards committee looking for nominees
  - c) Web site update still being “slow walked”
  - d) Update spreadsheet for future speakers
    - i) WI TMDL status
    - ii) Green infrastructure-MMSD has innovative program working with neighboring communities. (Chuck Boehm)
    - iii) PSC survey on stormwater utility fees and credits. This one is ripe and available for the spring conference. (Rick Eilertson)
    - iv) Potential speaker from League of Wisconsin Municipalities on stormwater. (Jim Bacchuber or Rick Eilertson)
- 3) New Business
  - a) Kurt Schoen is leaving the industry and unavailable to be water resources committee chair. This means Bill Frisbee, vice chair, will take over beginning in 2016.
  - b) Nominations were sought for vice-chair. The committee unanimously selected Chuck Boehm as vice-chair.
- 4) Other business
- 5) Adjourn

Attendees: Robert Givens, Gary Raasch, Chuck Boehm, Rick Eilertson, Jim Bacchuber.



**Post Meeting Issues – Special Thanks to Rick Eilertson:**

- AB 600 / SB 459 – Regulation of Navigable Waters, Wetlands, and Artificial Streams. See attached memo from Curt Witynksi (LWM). Executive committee could take a formal position or we could distribute this information to the membership and let them take a position individually.
- EPA releases MS4 Remand Rule for small communities. A few of us read the remand and it's unclear to us what this means exactly other than MS4 stormwater requirements are coming for small communities. This remand discusses how small municipalities will obtain permits and complete public notices. It was published in the federal register on January 6, 2016 and comments are due by March 21, 2016.
- Steve Kemna (PSC) is willing to present on their study of stormwater utility fees and credit policies. We recommend proceeding with this topic at the spring conference.
- Water / Wastewater / Stormwater Regulatory Summit Group. Matt Bednarski and Rick Eilertson attended a December 2015 meeting of interested parties regarding upcoming regulations. We'll track and report any issues they identify.



131 W. Wilson St., Suite 505  
Madison, Wisconsin 53703  
phone (608) 267-2380; (800) 991-5502  
fax: (608) 267-0645  
league@lwm-info.org; www.lwm-info.org

To: Assembly Committee on Environment and Forestry  
From: Curt Witynski, Assistant Director, League of Wisconsin Municipalities  
Date: January 5, 2016  
**Re: AB 600, Regulation of Navigable Waters, Wetlands, and Artificial Streams**

The League of Wisconsin Municipalities supports AB 600. The bill provides municipalities with additional flexibility for complying with stormwater regulations. The cost of complying with such regulations is expensive. By creating more flexible ways to reduce pollutants in stormwater the bill helps municipalities save tax dollars.

Stormwater detention ponds are designed to help municipalities meet state stormwater standards. AB 600 contains several provisions to allow for more efficient construction and maintenance of such ponds.

- a. To be effective such ponds must be maintained and accumulated sediment removed. Currently, the removal of sediment and the reshaping of these ponds can trigger wetland and dredging permit requirements. These requirements are unnecessary for such artificial ponds and can result in significant costs and delays. In some cases they can impede the maintenance activities. This bill clarifies that wetland and dredging permits are not required for stormwater ponds.
- b. In addition, in many cases, storm sewers that daylight into open areas have eroded channels to natural streams or lakes. DNR has taken the position that stormwater ponds may not be placed in navigable waters even where the water is artificially created. The proposed bill would allow for in line ponds in "navigable or nonnavigable artificial waterways." Also, current law prohibits DNR from giving credit to a municipality for a best management practice that is located in a navigable water. AB 600 provides that DNR must give credit for any pollutant reduction achieved by an in-line pond within an artificial waterway when determining compliance with performance standards specified in a stormwater discharge permit.

We urge the committee to recommend passage of AB 600. Thanks for considering our comments.

**APWA  
Wisconsin Chapter  
COMMITTEE REPORT**

Committee Name: Education and Scholarship

Chair: Holly Powell

Executive & Technical Committee Meeting Date: 1-15-2016

Committee Emphasis:  
Scholarships, tuition reimbursement, and educational opportunities.

Notes from Most Recent Meeting:

Attached

Notes:

In 2015, the tuition reimbursements included 23 for members at \$2,166 and 6 for non-members at \$146.25. The total amount of tuition reimbursements came to \$2,312.25.

Upon discussion by the Executive committee, it was decided that a joint golf outing with WAFSCM would not take place.

The committee will focus on the Winter Maintenance certificate/workshop as a new educational opportunity for members. Recommendations will be provided for options to start in 2016/2017.

Suggested Conference Session Topics: (rank by priority. Include speaker name if available)

1. The Challenges and Opportunities of Unmanned Aerial Systems by Paul Braun-Continental Mapping
2. Winter Maintenance workshop/standalone event
- 3.

APWA Education & Scholarship Meeting  
APWA Wisconsin Chapter  
November 5, 2015 4-4:20pm  
Meeting Minutes

**Location:** Heidel House Resort & Spa, 634 Illinois Avenue, Green Lake, WI

**Participants:** Holly Powell (Chair), Gus VanderWegen, Davis Clark, Cory Horton (New member), Aaron Jahncke (New Member), Bill Dunlop

**Purpose:** General Committee Meeting

**Topics for Discussion:**

**Introductions**

- Two new members: Aaron Jahncke (City of Mequon) and Cory Horton (City of Fitchburg)

**Old Business**

- Overview of committee duties including awarding scholarship, tuition reimbursement, continuing education credit for chapter conferences, student Chapter programs, and educational opportunities.

**New Business**

1. Six bachelor degree scholarships have been awarded to students. The chapter dinner tonight will include 4 of the 6 recipients and their families.
2. Gus talked about training new members to complete CEU with nationals for chapter conferences. Discuss this again at the next meeting if people would be interested in other jobs in the committee.
3. Holly was contacted by Ryan Kloth from the Wisconsin Association for Floodplain, Stormwater and Coastal Management (WAFSCM) with an interest to host a joint Summer Golf Outing. WAFSCM sponsored a hole at the 2015 outing and is looking to recruit new members. The golf outing provides funds to award the APWA scholarships and has become a large event each year. The group discussion thought it would be worth considering a joint opportunity to benefit both groups. It was thought that many members of APWA are a part of that organization as well and could benefit from this. Holly will pass on this input to the executive committee for further discussion. Aaron was interested in helping with the golf outing as our committee does not currently assist in the planning. There may be several members assisting this next year. Holly was going to look in to who planned the event and what kind of help was needed.
4. Holly was contacted by Jenny Schultz (City of Columbus) with an interested in Wisconsin hosting a Winter Maintenance Supervisor Certificate. This is currently offered only at the North American Snow Conference. Davis Clark was present at the meeting from the City of Columbus and expressed interest to open this opportunity to more members. Cory Horton has assisted with winter workshops in the past and knew of several potential speakers. It was not decided if the program should follow

the APWA national certificate or a workshop for training. Several ideas were discussed about it being a standalone event, part of the Snowplow Rodeo or with a chapter conference. The group agreed it was of benefit to the members and the executive committee should consider this educational opportunity.

5. Bill discussed the educational opportunities for students in the diversity committee and how the two committees work together.

**Follow Up**

1. Holly will get more information from WAFSCM about their interest in the golf outing.
2. The executive committee will help provide direction for a potential Winter Maintenance Supervisor Certificate type program.

1/11/16

To: WI APWA Executive Committee  
From: Jim Hessling, Director

RE: Chapter cancellation fees

I spoke with Teri Newhouse at National on 1/7/2016 about cancellation fees and was informed of the following via her e-mail to me. Her reply also includes information about event cancellations. The chapter might want to consider a policy on the cancellation of event space at the spring conference and the Snow Plow Roadeo. The cancellation policy at the end of this document could be used for all other chapter events.

**From:** Teri Newhouse [mailto:tnewhouse@APWA.NET]  
**Sent:** Thursday, January 07, 2016 5:09 PM  
**To:** Jim Hessling  
**Cc:** Laurence Rhodes  
**Subject:** NASC cancellation policy language -- sample for your use

Jim,

Below is the participant agreement language I referred to on the telephone. Exhibitors are subject to a different policy outlined within the exhibit space contract.

<http://www.apwa.net/Library//LearnAndGrow/Conferences/Snow/16NASC/APWASnow2016Contract.pdf>

Additionally, I included several bullet points to summarize cc fees and cancellation policy specifications.

If any questions, please feel free to contact me directly at 816-595-5277. You may also reach out to Laurence Rhodes, Chapter Accountant if you have questions. He is at x5276.

Teri

**Participant Agreement for the 2016 APWA North American Snow Conference:**  
**Cancellation Policy**

A full refund will be granted if a written cancellation request is received no later than April 15, 2016. Cancellations received after April 15 but prior to May 22, 2016 will be subject to a \$75 USD cancellation fee. All payments will be forfeited when the written cancellation request is received after May 21, 2016 or in the event the participant is considered a "no-show". Non-attendance does not excuse the participant from his/her financial obligation to pay the fees due to APWA. APWA reserves the right to pursue any and all collection efforts and practices including referring the account to a collection agency and/or attorney and reporting to credit bureaus. The participant is responsible for collection agency fees, reasonable attorney's fees, court costs and all other charges allowed by law.

**Photo and Video Release**

I grant to APWA the right to take photographs or video of me in connection with the APWA North American Snow Conference. I authorize APWA, its assigns and transferees to copyright, use and publish the same in print or electronically. I agree that APWA may use or reproduce such photographs or video with or without my name or biography and for any lawful purpose, including APWA educational, news or promotional material, whether in print, electronic or other media, including the APWA website.

**Special Needs**

If you need special services or equipment, pursuant to the Americans with Disabilities Act (ADA) please contact the APWA Meetings Department at 816-472-6100 or [snow@apwa.net](mailto:snow@apwa.net)

**Assumption of Risk, Liability Waiver and Release and Indemnity**

In consideration of being allowed to participate in the APWA North American Snow Conference, including any related events, tours and activities (collectively the "APWA Snow Conference"), I acknowledge that I am voluntarily undertaking participation in the APWA Snow Conference and by doing so I agree to observe and obey all posted rules, regulations and warnings; assume all risk and take full responsibility for my own well-being. I am fully aware that possible property damage, physical injury, illness or death may occur as a result of my participation in these events and activities. I forever release the APWA, its directors, officers, employees, volunteers, agents, contractors, and representatives (collectively "Releases") from any and all actions, claims, or demands that I, my family or heirs now have or may have in the future related to my participation in these activities. Further, I agree to take full legal and financial responsibility for damage to personal property or the facilities utilized during the APWA Snow Conference or injury to another (including death) caused by my own negligent, reckless or willful actions. I understand any legal or equitable claim that may arise from my participation in the APWA Snow Conference shall be resolved under Connecticut law.

By registering for the APWA Snow Conference, I acknowledge that I have read, understand and agree to these terms and I am entering into this agreement of my own free will.

\*\*\*\*\*

**General information shared with another chapter re: credit card fees and application of a cancellation fee to the customer.**

- Visa, MasterCard and American Express deduct these fees prior to depositing the funds into our bank account.
- The net amount received by National from each credit card company is passed on to each Chapter, respectively.
- Monthly fees associated with our merchant account and local host bank are paid by National.

- The fees charged by Visa, MasterCard and American Express are applied on a *per-transaction* basis.
- Fees vary widely based on the type of card used; the issuing bank and “rewards” programs specific to the card.
- Fees may be charged to APWA as a % of the transaction or set amount, as determined by Visa, MasterCard and American Express.
- Fees are applied to all Sales, Credit and Refund transactions.
- A Credit is simply a partial-refund.
- Voided Sales are the only transactions exempt from the fees.
- Voided Sales must be done same-day and prior to 3pm Pacific otherwise the 2nd transaction is classified (by PayPal) as a Credit or Refund.
- Yes, we can charge the customer a cancellation fee. Each Chapter/Branch should establish its own policy to address 1) the amount, if any and 2) the circumstances
- In accordance with the Merchant rules, the fee needs to be a set dollar amount (vs. a percentage of the transaction).
- The fee should apply to all cancellations regardless of method of payment including those paying Cash and Check.
- If a balance is due, the Chapter would seek payment of the cancellation fee.
- Each Chapter would apply the cancellation fee independent of National.
- The cancellation policy must be published on the Chapter/Branch Event Website and on all printed Registration Forms or marketing materials.

**Teri Newhouse , CPA**

Director of Finance

American Public Works Association

Kansas City Office

Ph:(816) 595-5277 | Fax:816-472-1610

Your Comprehensive Public Works Resource

Please Consider the environment before printing this email

All credit card transactions pass through National APWA. Registrations paid by credit card are distributed to the chapters MINUS any transaction fees. Below is an example:

If someone registers for a conference and pays with a credit card, we are charged a 3% handling fee. National then passes on the remainder of the money to us WITHOUT any additional fees.

Here is an example:

Conference cost \$225

Credit card charges @ 3% \$6.75

The chapter nets 218.25

If that same person decided to cancel and paid with a credit card we are AGAIN charged 3%.

Conference cost

Credit card charges @ 3% \$6.75

We refund \$225



We pay \$6.75 in charges  
Total cost of refund, to the chapter, is 331.75

The chapters out of pocket charges would total \$13.50 for someone that registers for a conference and then cancels.

If we had a cancellation policy and charged an administration fee of \$25 *or more*, this fee would help cover those costs. Credit card fees would then be charged on the amount of the refund, **AFTER** the administration fee is applied.

Registration was \$225  
We charge a \$25 administration/handling fee; initial refund would be \$200  
We would have to pay a 3% handling fee on \$200  
\$200 minus 3% (\$6.00) credit card charge would cost us of \$206  
Our net would be \$19.

It is my opinion that the chapter should charge a twenty five dollar (\$25) administration fee to cover the chapter expenditures pertaining to cancellation fees.

**Draft Policy:** (as of 1/11/16)

Cancellations must be made by the late registration date listed on the registration form for either the paper or electronic versions. A full refund will be made for any refund request received by the close on that day. A ~~ten percent (10%)~~ twenty five dollar (\$25) administrative fee, of the total registration fee, will be charged for all cancellations. No refunds are given after the late registration date has passed. Special circumstances will be decided on a case by case basis, first by the host committee and then approved by the Executive Committee. Credit card surcharges are non-refundable. Refunds will only be processed to the credit card or bank account of the individual, organization or institution from which the payment was received. Should payment have been via check, you will be contacted to confirm your current mailing address, and a check will be mailed to the payee, minus the administrative fee.

~~Original wording~~

Added or changed wording





**2016 APWA – WI SPRING CONFERENCE  
EXHIBITOR REGISTRATION FORM**  
City of Stevens Point, Wisconsin      May 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 2016



**EXHIBITING FIRM:**

Firm Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City/State/ZIP: \_\_\_\_\_  
 Website: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

**TERMS, CONDITIONS AND FEES:**

1. Exhibitor Space Terms:

- A. Hours of vendor exhibits:
  - Wednesday, May 4<sup>th</sup>, 2016 setup begins at 8:00 a.m. to 10:00 p.m.
  - Thursday, May 5<sup>th</sup>, 2016 from 7:00 a.m. to 10:00 p.m.
  - Friday, May 6<sup>th</sup>, 2016 from 7:00 a.m. to 5:00 p.m.
- B. Exhibits may begin setup at 8:00 a.m., Wednesday, May 4<sup>th</sup>.
- C. Exhibits must be removed by 5:00 p.m., Friday, May 5<sup>th</sup>.
- D. Exhibit space must be reserved by April 8<sup>th</sup> and assigned in the order they are reserved.

2. Exhibitor Space Conditions:

- A. Rental for each 8' x 10' exhibit booth space is \$400 and includes:
  - One (1) Full Registration for the 2016 APWA Spring Conference
  - One (1) eight ft. skirted table
  - Two (2) Chairs
  - One (1) Wastebasket
- B. Rental for added floor space (total area 16' x 20') is \$750 and includes the same features described in item A.
- C. Other services (such as added tables, chairs and/or power, etc.) are available from the Holiday Inn. Vendors are responsible to make arrangements for additional services and fees by calling Holiday Inn (715) 254-9940.

3. Exhibitor Fees: (Note: each exhibitor registration includes one (1) full conference registration).

A. Exhibitor booth (8' x 10') standard	Qty. _____	\$400 each	\$ _____
B. Standard booth + added space	Qty. _____	\$750 each	\$ _____

Make your reservations at:

Total Exhibitor Fees Enclosed: \$ \_\_\_\_\_

Make check payable to: **"APWA – Wisconsin Chapter"**



**Holiday Inn**

Return form with check to: **City of Stevens Point – DPW  
1515 Strongs Avenue  
Stevens Point, WI 54481**

Full Conference Registrant _____	Thursday Evening Banquet Meal Choice(s):
Organization _____	Prime Rib (14 oz) _____
Address _____	Chicken Boursin _____
City/State/ZIP _____	Teriyaki Salmon _____
E-mail _____	(A vegetarian dinner is available upon special request)
Telephone _____	Fax _____

**\*\*FOR ADDITIONAL REGISTRANTS, PLEASE USE THE ADDITIONAL EXHIBITOR FORM\*\***



**2016 APWA – WI SPRING CONFERENCE  
ADDITIONAL EXHIBITOR REGISTRATION FORM**  
City of Stevens Point, Wisconsin May 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 2016



**EXHIBITING FIRM:**

Firm Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City/State/ZIP: \_\_\_\_\_  
 Website: \_\_\_\_\_  
 E-mail address: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_ Fax: \_\_\_\_\_

**ADDITIONAL VENDOR REGISTRANT #1:**

Registrant Name: _____	All Meals: \$150 \$_____
Street Address: _____	Wed. Reception: \$ 50 \$_____
City/State/ZIP: _____	Thurs. Lunch: \$ 30 \$_____
E-Mail Address: _____	Thurs. Banquet: \$ 65 \$_____
Phone Number _____	Friday Lunch: \$ 25 \$_____

**ADDITIONAL VENDOR REGISTRANT #2:**

Registrant Name: _____	All Meals: \$150 \$_____
Street Address: _____	Wed. Reception: \$ 50 \$_____
City/State/ZIP: _____	Thurs. Lunch: \$ 30 \$_____
E-Mail Address: _____	Thurs. Banquet: \$ 65 \$_____
Phone Number _____	Friday Lunch: \$ 25 \$_____

**ADDITIONAL VENDOR REGISTRANT #3:**

Registrant Name: _____	All Meals: \$150 \$_____
Street Address: _____	Wed. Reception: \$ 50 \$_____
City/State/ZIP: _____	Thurs. Lunch: \$ 30 \$_____
E-Mail Address: _____	Thurs. Banquet: \$ 65 \$_____
Phone Number _____	Friday Lunch: \$ 25 \$_____

**ADDITIONAL VENDOR REGISTRANT #4:**

Registrant Name: _____	All Meals: \$150 \$_____
Street Address: _____	Wed. Reception: \$ 50 \$_____
City/State/ZIP: _____	Thurs. Lunch: \$ 30 \$_____
E-Mail Address: _____	Thurs. Banquet: \$ 65 \$_____
Phone Number _____	Friday Lunch: \$ 25 \$_____

**Make your reservations at:**

**Total Vendor Fees Enclosed: \$\_\_\_\_\_**

**Make check payable to: "APWA – Wisconsin Chapter"**



**Return form with check to: City of Stevens Point – DPW  
1515 Strongs Avenue  
Stevens Point, WI 54481**

**Thursday Evening Banquet Meal Choice(s):**

(A vegetarian dinner is available upon special request)

**REGISTRANT #1**

Prime Rib (14 oz) \_\_\_\_\_  
 Chicken Boursin \_\_\_\_\_  
 Teriyaki Salmon \_\_\_\_\_

**REGISTRANT #2**

Prime Rib (14 oz) \_\_\_\_\_  
 Chicken Boursin \_\_\_\_\_  
 Teriyaki Salmon \_\_\_\_\_

**REGISTRANT #3**

Prime Rib (14 oz) \_\_\_\_\_  
 Chicken Boursin \_\_\_\_\_  
 Teriyaki Salmon \_\_\_\_\_

**REGISTRANT #4**

Prime Rib (14 oz) \_\_\_\_\_  
 Chicken Boursin \_\_\_\_\_  
 Teriyaki Salmon \_\_\_\_\_



**2016 SPRING CONFERENCE REGISTRATION FORM**  
 City of Stevens Point, Wisconsin May 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 2016



**FEE SCHEDULE:**

<b>Member Registration:</b>	<b>Before April 15</b>	<b>After April 15 or On site</b>	<b>Total Fees:</b>
Full Conference	\$225	\$250	\$ _____
Guest w/Member	\$125	\$125	\$ _____
Retired	\$125	\$125	\$ _____
New Member/First Timer	\$125	\$125	\$ _____
One Day (includes lunch)			
Specify: Thur. _____	\$100	\$125	\$ _____
Fri. _____	\$ 50	\$ 50	\$ _____

<b>Non-Member Registration:</b>			
Full Conference	\$250	\$275	\$ _____
Guest w/Non-Member	\$125	\$125	\$ _____
One Day (includes lunch)			
Specify: Thur. _____	\$125	\$150	\$ _____
Fri. _____	\$ 75	\$ 75	\$ _____

<b>Individual Activity Fees (Member/Non-Member):</b>			
Get Acquainted Party (Wed.)	\$ 50	\$ 65	\$ _____
New Member Breakfast	\$ 25	\$ 25	\$ _____
Luncheon (Thursday)	\$ 30	\$ 45	\$ _____
Social Hour/Banquet (Thursday)	\$ 65	\$ 75	\$ _____
Luncheon (Friday)	\$ 25	\$ 35	\$ _____
Equipment/Vendor Show Only	\$ 20	\$ 25	\$ _____
Student Registration	\$ 20	\$ 25	\$ _____
Thursday Only (includes lunch, NOT Banquet)			

**Make your reservations at:** **Total Conference Fees Enclosed:** \$ \_\_\_\_\_



**Make check payable to: "APWA - Wisconsin Chapter"**

**Total Golfing Fee(s) Enclosed (see below):** \$ \_\_\_\_\_

**Make check payable to: "SentryWorld Golf Course"**

**Return form with check(s) to:** **City of Stevens Point - DPW**  
**1515 Strongs Avenue**  
**Stevens Point, WI 54481**

APWA MEMBERSHIP ID# \_\_\_\_\_  
 Name \_\_\_\_\_  
 Spouse/Guest Name \_\_\_\_\_  
 Organization \_\_\_\_\_  
 Address \_\_\_\_\_  
 Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
 Email \_\_\_\_\_

Thursday Evening Banquet Meal Choice(s):

Prime Rib (14 oz) \_\_\_\_\_

Chicken Boursin \_\_\_\_\_

Salmon \_\_\_\_\_

(A vegetarian dinner is available upon special request)

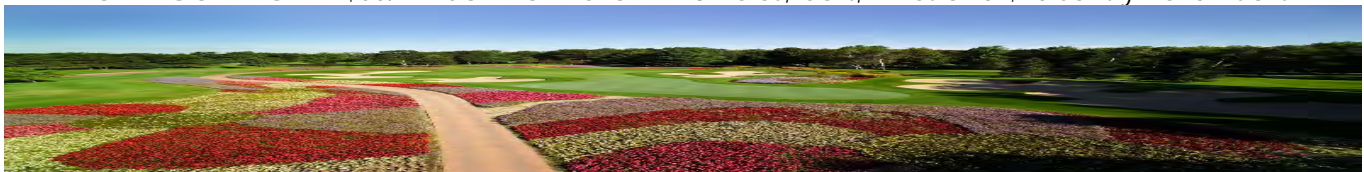


**WEDNESDAY GOLF:**

**GOLF ATTIRE IS REQUIRED - NO DENIM**

**SentryWorld Golf Course, 601 North Michigan Avenue, Stevens Point, Wisconsin 54481**

**TOTAL GOLFING FEE \$50/PERSON TO INCLUDE: 18 Holes, Cart, Prizes and \$10 SentryWorld Bucks**



**Shotgun Start time 9:30 a.m.**

**2016 APWA - WISCONSIN CHAPTER SPRING CONFERENCE  
Preliminary Budget**

**Revenues**

<b>Member Registration</b>		<b>\$25,875.00</b>
Full Conference	85 @ \$ 225.00 =	\$19,125.00
Full Conference - Late	10 @ \$ 250.00 =	\$ 2,500.00
New Member/First Timer, Full Conf.	5 @ \$ 125.00 =	\$ 625.00
Guest w/member	5 @ \$ 125.00 =	\$ 625.00
Retired	2 @ \$ 125.00 =	\$ 250.00
Thursday only (no banquet)	10 @ \$ 125.00 =	\$ 1,250.00
Thursday only (no banquet) - Late	10 @ \$ 150.00 =	\$ 1,500.00
Friday only	5 @ \$ 50.00 =	\$ 250.00
<b>Non-Member Registration</b>		<b>\$ 2,600.00</b>
Full Conference	10 @ \$ 250.00 =	\$ 2,500.00
Full Conference - Late	0 @ \$ 275.00 =	\$ -
Guest w/non-member	0 @ \$ 125.00 =	\$ -
Thursday only (no banquet)	1 @ \$ 100.00 =	\$ 100.00
Thursday only (no banquet) - Late	0 @ \$ 125.00 =	\$ -
Friday only	0 @ \$ 75.00 =	\$ -
<b>Individual Activity Fees</b>		<b>\$ 9,450.00</b>
Get Acquainted Party - Wed	15 @ \$ 50.00 =	\$ 750.00
Get Acquainted Party - Wed - Late	10 @ \$ 65.00 =	\$ 650.00
New Member Breakfast	5 @ \$ 25.00 =	\$ 125.00
Lunch - Thursday	25 @ \$ 30.00 =	\$ 750.00
Lunch - Thursday - Late	0 @ \$ 45.00 =	\$ -
Social Hour/Banquet - Thurs	25 @ \$ 65.00 =	\$ 1,625.00
Social Hour/Banquet - Thurs - Late	0 @ \$ 75.00 =	\$ -
Lunch - Friday	1 @ \$ 25.00 =	\$ 25.00
Lunch - Friday - Late	0 @ \$ 35.00 =	\$ -
<b>Golf outing</b>	65 @ \$ 85.00 =	\$ 5,525.00
<b>Brewery Tours</b>	25 @ \$ 5.00 =	\$ 125.00
<b>Exhibitor Registration</b>		<b>\$17,965.00</b>
Standard Booth	30 @ \$ 400.00 =	\$12,000.00
Booth with inside display area	1 @ \$ 750.00 =	\$ 750.00
Full Conference - Member	5 @ \$ 225.00 =	\$ 1,125.00
Full Conference - Non-member	10 @ \$ 250.00 =	\$ 2,500.00
Get Acquainted Party (Wednesday)	10 @ \$ 50.00 =	\$ 500.00
Thursday - Lunch & Dinner	10 @ \$ 100.00 =	\$ 1,000.00
Thursday - Dinner	1 @ \$ 65.00 =	\$ 65.00
Friday - Lunch	1 @ \$ 25.00 =	\$ 25.00
<b>Total Revenue: 345</b>		<b>= \$55,890.00</b>

**Expenses**

<b>Wednesday</b>		
Golf Outing & Tours		
Sentry Insurance (Golf Outing)	65 @ \$ 85.00 =	\$ 5,525.00
(Includes 18 holes & lunch)		
Point Brewery Tours	25 @ \$ 5.00 =	\$ 125.00
Executive Committee Meeting		\$ 500.00
Get Acquainted Party		
PJ's (Sentry Insurance)	196 @ \$ 50.00 =	\$ 9,800.00
<b>Wednesday Total:</b>		<b>\$15,950.00</b>
<b>Thursday Facility Costs:</b>		<b>\$ 7,000.00</b>
Breakfast & Breaks - Thursday		<b>\$ 6,995.00</b>
Breakfast & breaks	165 @ \$ 23.00 =	\$ 3,795.00
Luncheon - Thursday	200 @ \$ 16.00 =	\$ 3,200.00
Reception & Drinks - Thursday		<b>\$ 3,524.00</b>
Social Hour - Thursday (2) drinks	400 @ \$ 6.00 =	\$ 2,400.00
Cheese and Sausage Display	2 @ \$ 130.00 =	\$ 260.00
Vegetable Display	2 @ \$ 110.00 =	\$ 220.00
Fresh Fruit Display	2 @ \$ 180.00 =	\$ 360.00
Barbeque Meatballs	2 @ \$ 71.00 =	\$ 142.00
Deviled Eggs	2 @ \$ 71.00 =	\$ 142.00
Banquet Meal - Thursday	200	<b>\$ 7,330.00</b>
Prime Rib	100 @ \$ 27.00 =	\$ 2,700.00
Salmon	50 @ \$ 27.00 =	\$ 1,350.00
Chicken Boursin	40 @ \$ 27.00 =	\$ 1,080.00
Vegetarian Stirfry	10 @ \$ 20.00 =	\$ 200.00
Desert (New York Cheesecake)	200 @ \$ 10.00 =	\$ 2,000.00
<b>Thursday Total:</b>		<b>\$24,849.00</b>
<b>Friday Facility Costs:</b>		<b>\$ 1,500.00</b>
Breakfast - Friday	100 @ \$ 10.00 =	\$ 1,000.00
Break - AM	100 @ \$ 12.00 =	\$ 1,200.00
Luncheon - Friday	50 @ \$ 17.00 =	\$ 850.00
<b>Friday Total:</b>		<b>\$ 4,550.00</b>
<b>Spouse Tour &amp; Miscellaneous Exp.</b>		
Spouse Tour	5 @ \$ 100.00 =	\$ 500.00
Miscellaneous Costs		\$ 1,000.00 = \$ 1,000.00
Transportation		\$ 1,000.00 = \$ 1,000.00
Entertainment		\$ 2,000.00 = \$ 2,000.00
Door Prizes		\$ 2,000.00 = \$ 2,000.00
Speaker Gifts		\$ 1,500.00 = \$ 1,500.00
Printing & Mailing		\$ 2,000.00 = \$ 2,000.00
<b>Total Miscellaneous Expenses:</b>		<b>= \$10,000.00</b>
<b>Total Expenses:</b>		<b>= \$55,349.00</b>
<b>Preliminary Conference Profit/(Loss):</b>		<b>= \$ 541.00</b>
<b>Holiday Inn estimated costs:</b>		<b>\$ 30,899.00</b>

APWA Conference - Future Topic Ideas

Committee		Topic	Speaker	Contact/Source of Topic	Notes
Host Committee	Spring 2016 GS	Steven's Point - Sentury World Golf Course Updates	Retler Coporation/Sentury World	Scott Schatschneider	
Host Committee	Fall 2016 GS	Janesville area project	TBD	Paul Woodard	
Emergency Management		SCADA Security		Dan Jensen	
Emergency Management	Spring 2016 Wed PM	TIME - Repsonder Training - 4 hour training course	Earnest Winters-Commissioner Winnebago Highway Department, Dave & TIME Resources	Jeff Mazanac	
Emergency Management		TIME - Workzone Safety Training	Earnest Winters-Commissioner Winnebago Highway Department, Dave & TIME Resources		
Engineering & Technology		Current techniques for repair and rehabilitation of storm and sanitary sewers		Randy Belanger, Visu Sewer	
Engineering & Technology		Advances and Challenges in Traffic Data Collection		Don Lee, TADI	
Engineering & Technology		Environmental Topic	Bruce Meissner/Gayle Lindenburg - Robert E. Lee Associates	Mary Dziejwontkoski	Gayle spoke with Mary at Spring Conference, expressed intersted in doing Environmental topic. Info in RTA email folder
Engineering & Technology		Nations Crumbling Infrastructure - CBS 60 Minutes Video/Report		Scott Brandmeier	Jeff knows Platteville professors
Engineering & Technology		Neighborhood Wi-Fi			
Engineering & Technology		MMSD - New Initiatives, Greenseams			
Engineering & Technology		Privatization of Public Services			
Facilities & Grounds		Weather 101 - How Public Works Staff Can React to Weather Information	<b>Kristin Haugen   Schneider Electric Meteorologist</b>	Bruce Slogoski	
Facilities & Grounds		Deicer	Denver L. Preston - K-Tech Specialty Coatings		Referred by Holley Powell, Product utilized in Kenosha - Mike Lemens reference. Info in Ryan email
Facilities & Grounds		Work Order Tracking Systems			
Facilities & Grounds		Winter Maintenance and Environmental Protection Working Together	Connie Fortin - Fortin Consulting Inc.	Chris Walsh	Referred via Eric Dundee by Chris Walsh. Info in Ryan's email folder.
Facilities & Grounds		DPW Facility Design for Maximum Efficiency			
Facilities & Grounds		Developing an Energy Management Committee			
Facilities & Grounds		Permeable Pavers as a BMP Alternative			
Fleet Services					
Leadership & Management		Public Works Director/Engineer Round Table		Cathy Austin	Need space, tables to allow for this format.
Leadership & Management		Act 10 - Is it working?		Cathy Austin	
Leadership & Management		Leaders being held accountable - 360 degree reviews		Cathy Austin	
Leadership & Management		Ways to stop work place drama		Cathy Austin	
Leadership & Management		Succession Planning		Cathy Austin	
Leadership & Management		Asset Management		Cathy Austin	
Leadership & Management		Start Work at 9AM <b>Sharp</b> and End at 5PM <b>Sharp!</b>	<a href="http://walspeaks.com">walspeaks.com</a> - Walter Stasinski	Cold Call Inquiry to Ryan Amtmann	
Leadership & Management		Employee Engagement	<a href="mailto:Bob.Lavigna@ohr.wisc.edu">Bob Lavigna • rlavigna@ohr.wisc.edu • 608-890-3888</a>	Leeanne Butchlick	Copy of presentation in Ryan's email folder
Solid Waste Management					
Tranportation		Advanced Vehicle Systems - Driverless Cars	??	Robert Phillips	Don't know who would present but the committee is looking into it.
Tranportation		Green Complete Streets	Bernhard Lenz, Asst. City Engineer LaCrosse	Rick Eilertson	This presentation was done in Fitchburg on April 9, 2015 - Check with Rick regarding quality.
Tranportation		Statewide Interstate Bikeway Project	Jill Mrotek-Glencinski, WisDOT and Brigit Brown, WDNR	Robert Phillips	Topic and speakers suggested by Paul Woodard.
Tranportation		Railroad Quiet Zones	Municipal Expert / FRA expert	Robert Phillips	Tammy Wagner (FRA)
Tranportation		Update on the Federal Highway Bill (If we should ever have another major bill)	WDDOT ?	Robert Phillips	
Water Resources		Oconomowoc Watershed Protection Program- Progress to Date	Dave Arnott, Ruekert/Mielke, City of Oconomowoc, Tall Pines Conservancy	Ryan Amtmann	Possible topic discussing the cooperative approach between the City of Oconomowoc and Tall Pines Conservancy to implement BMP's in agricultural areas to improve water quality and WWTP phosphorus limits.
Water Resources		Mid Moraine Water Quality Collective	Matt Bednarski, GRAEF, Dave Arnott, Ruekert/Mielke		Possible topic discussing a regional cooperative to address Milwaukee River watershed TMDL
Water Resources		EPA Waters of the US Rule	Attorney Paul Kent	Kurt Schoen	Pending US EPA Waters of the US Rule will have limited effect in Wisconsin
Water Resources		Wet Pond Dredging			
Water Resources		Dry to Wet Pond Conversions			
Water Resources		Wetland Rules			
Water Resources		Water Resources Topic	MSA		
Utilities/Right-of-Way					
Awards	Fall 2016 GS	Best of Public Works - Fall Conference Project of the Year Presentations			
Diversity		Ethics Topic			
Diversity	GS	How Women Succeed in the Male Dominated Professions of the Military and Engineering			Fell through



To: APWA Membership  
From: Josh Reiner, APWA Government Affairs Manager  
Date: 4 January 2016  
RE: MS4 Remand Rule

### **Background**

Federal regulation of stormwater dates back to 1987, when Congress passed the Water Quality Act of 1987, which directed the Environmental Protection Agency (EPA) to implement a permit program for stormwater discharges from industrial sources and municipalities under the Clean Water Act (CWA).

Congress utilized the existing Clean Water Act's permitting system it created in 1972; National Pollutant Discharge Elimination System (NPDES) to regulate point source discharges into the nation's waters. The Water Quality Act created a phased and tiered approach for municipalities with separate storm sewer systems (MS4s), so that major contributors to pollutants would be addressed first, with smaller contributors being handled later. Phase I requires medium and large cities or certain counties with populations of 100,000 or more to obtain NPDES permit coverage for their stormwater discharges. Generally, Phase I MS4s are covered by individual NPDES permits. Phase II requires regulated small MS4s (Less than 100,000) to obtain NPDES permit coverage for their stormwater discharges. Generally, Phase II MS4s are covered by general NPDES permits.

The EPA is proposing a change to its regulations governing the way in which small MS4s obtain coverage under NPDES general permits, called the MS4 Remand Rule. The EPA is acting because of multiple lawsuits by the Natural Resources Defense Council and Environmental Defense Center against the EPA's original small MS4 rule from 1999. The environmental groups have won their lawsuits in 2003 and 2014.

Federal courts have ruled that EPA regulations for obtaining coverage under a small MS4 general permit did not provide for adequate public notice, the opportunity to request a hearing, or permit authority review to determine whether the Best Management Practices (BMP) selected by each MS4 in its stormwater management program (SWMP) meets the Clean Water Act (CWA) requirements including the requirement to "reduce pollutants to the maximum extent practicable." The EPA eventually settled with the organizations, which was approved by the US Ninth-Circuit Court of Appeals in Mid-September. Under the settlement, the EPA was required to release a proposed revised rule by Dec. 17, 2015, and it did. A final rule is due by Nov. 17, 2016. We are awaiting the publishing of the proposed rule, which will allow 75 days for the public to comment.

### **Rule Proposal**

The MS4 Remand Rule proposes that small communities would have three options for soliciting public input on how to comply with their proposed stormwater permits. **The proposal does not establish any new substantive requirements for small MS4s.**

Traditional General Permit Option: Municipalities would solicit public input and receive review from the permitting agency on the controls and practices it has chosen to reduce pollutants to the maximum extent practicable, the same way as they do for permits covering other types of discharges.

Procedural Permit Option: Municipalities would seek public comment on a notice of intent submitted to public permitting authorities, which would include the measures to be used in its stormwater pollution prevention plan.

Hybrid Option: Municipalities could implement either option or a mixture of the two.