

**KWVOA State Board Meeting Minutes**  
**Courtyard by Marriott, Somerset, KY**  
**October 15, 2023**

The meeting was called to order by Chair Alan Todd at 3:00 pm central time at KY Dam Village State Park.

Zach Roach led us in prayer.

Those in attendance included:

Alan Todd, Chair  
Jacob Billingsley Vice Chair  
Julie Duncan, Treasurer  
Lori Simpson, Secretary (absent)  
Robin Strader, KLA (absent)  
Chris Maloney, Eastern Chapter (absent)  
Phil Atkins, Eastern Chapter (by phone)  
Rusty Webb, Central Chapter  
Jeremy Woosley, Central Chapter  
Brian Gatewood, North Central Chapter (by phone)  
Josh Adams, North Central Chapter  
Nikki Chambers, Western Chapter  
Zach Roach Western Chapter

**Minutes:**

- The meeting minutes from the July 2023 meeting were distributed, read, and reviewed.

*Motion was made by Jeremy Woosley to approve the meeting minutes, second by Nikki Chambers. All in favor, motion carried.*

**Treasurer's Report:**

- Julie presented the Treasurer's Report. Balance as of October 11, 2023, was \$81,822.17.

*Motion was made by Josh Adams to approve the Treasurer's Report, second by Zach Roach. All in favor, motion carried.*

- A draft 2024 Budget was distributed and discussed. Adam Scott suggested we change the amount of the Advertising category. Julie will make the changes and the budget will be finalized for 2024.

## Member Services Report:

- Adam needs all 2024 training information from each chapter soon. We've had a little of doubling of training for the months of September and October this past year, we may need to spread the trainings out. I really want to work to notify people and speakers of all training by the first of the year.
- New member/conference information will go live on the website December 1, 2023.
- Crosby should have website ready soon to check operators' hours. It's looking good!! This new function will allow individuals/Managers to pull hours for their operators off the website.
- Conference: we are looking to cut back on food for conference next year. The training room setup will be in the area where we have the breakfast and general meeting this year and entrance into the exhibit hall. The breakfast will be moved upstairs in the Riverview Room.

## Old Business:

### Chapter Updates

- Eastern: Alan Todd presented the Eastern Chapter updates from an email he received from Phil Atkins.
  - Fall Conference - October 26-27, 2023 will be held in Mt. Sterling. We currently have 82 registered and anticipate to hit 100 attendees. Vendors and sponsors are beginning to pick up also.
  - 2024 Training: 6-hour class March 2024, Morehead, KY; 12-hour class June 2024, London; 12-hour class Fall conference, location TBD in October 2024. The Chapter will have an informal meeting during the Fall conference in 2 weeks to mail down dates and we will get those to Adam for the website.
- Central:
  - Christmas Dinner, December 7<sup>th</sup> in Leitchfield, KY, there will be a meeting after the dinner to discuss training for next year.
  - Training in Somerset went well, had a few issues but we got them worked out.
  - Fall Conference – Barren River State Park mid-September 2024.
- Western:

- This training will conclude the 2023 training for the Western Chapter. We will have our 2024 training dates set at the end of this training.
- North Central:
  - Will have a training November 9<sup>th</sup> in Georgetown to end a training for 2023. Looking to have trainings in January, March, July and possibly September, October or November of 2024. Locations TBD.

Adam requested all training dates be to him by December 1, 2023 for the newsletter and website.

Newsletter: Adam needs articles. I must have something from each Chapter, the conference announcement will be included in the newsletter. Alan Todd suggested some highlights for the newsletter: Compliance blog and DCA trainings/testing dates.

Lynn's Imagining will be preparing the layout. Every public water and wastewater facility in Kentucky. It will also be emailed to operators that have requested to be sent by email. Zach Roach suggested we get a master list from DCA. Jeremy Woosley said we would have to filter out all non-members from the DCA master list. Jacob Billingsley suggested we also post on Facebook.

Adam Scott will be made an administrator on Facebook and possibly a chapter rep access.

Members Services Position: Adam had approached the board about changing his position to an Employee of KWWOA versus a Contract. The board tabled the request from the July meeting to this meeting.

Zach Roach questioned what would the benefit be by going from 1099 to an employee, what would the net benefit be? Adam responded that it would help him on his taxes, social security, etc. KWWOA's benefit is they have an employee in place for the future.

No unemployment insurance will have to be paid, because KWWOA will only have one employee. Jeremy Woosley informed the board the cost to the association would be around \$4,000 per year, with workman comp insurance included. Brian Gatewood asked how many hours is Adam currently working a week? Adam responded with 30+ hours a week, more during conference time. Jacob Billingsley feels this is a pro for the association, he will continue to work hard for us. Jeremy Woosley informed the association the new costs are included in the 2024 proposed budget. Organizations like KWWOA need more than volunteers, this move helps bind us and operate slicker than the past. Alan Todd

responded it not only is a benefit to the person, but stability of the position for the association. This change would be made effective January 1, 2024.

*A motion was made by Josh Adams to go into executive session and Nikki Chambers second the motion. All in favor, motion carried.*

*A motion was made by Jacob Billingsley to exit executive session and Julie Duncan second the motion. All in favor, motion carried.*

The board passed a motion to make the Member Services position (Adam's position) a full-time employee position, effective January 1, 2024. Adam's pay will be direct deposited into his account. Julie will get a W4 to Adam to complete and work with the accountant to set-up the payroll and tax accounts.

### **New Business:**

Jacob Billingsley attended the CWAU-DWAU Nutrient Subcommittee and NRS Utilities Workgroup in Frankfort. This group consisted of permit writers , NRCS, Assistant Director of Water -John Webb, Nutrient Reduction and Success Coordinator- Josiah Frey , Paullette Akers, and several other utilities. This is basically a taskforce that will be working toward nutrient reduction strategies within the state. In this meeting , Jacob also found out that some of the new permits coming out will require the POTW to optimize treatment to reduce nutrients in their effluent. This group will also be working with the Gulf Hypoxia Task Force which comprises all the states that influence the Mississippi River.

### **Committee Reports**

#### **Conference:**

- Darran Rankin gave the board an update on the conference. Looking to change things up next year, no magician. May see about having something at the VFW or Brasher's Little Nashville. There will be a happy hour in the exhibit hall on Tuesday 5-6:30 pm.
- Looking to have plant tours or mobile sessions.

#### **Awards:**

- Jacob Billingsley informed the board we need nominations. Looking to do plant tours late March or early April.

#### **KLA**

- none to report

### **Drinking Water/Wastewater Certification Board**

- none to report

### **Certification**

- Need to set-up a meeting with DCA again to discuss some questions we have about test and timing of starting our training.

### **2024 KWWOA Board Meetings:**

March 20, 2024 – Frankfort Fish Fry Training

May 9, 2024- Owensboro

September 2024 – Central Training

November 2024 – Eastern Training

*Motion to adjourn made by Jeremy Woosley, second by Rusty Webb. All in favor, motion carried.*