

MINUTES
APWA ND Chapter Executive Committee Meeting
October 8, 2019
8:00am
Ramkota Hotel, Room 2160
Bismarck, North Dakota

Attendees: Dustin Scott, Erik Gilbertson, Dennis Miranowski, Jennifer Malloy, Lance Meyer, Barry Johnson, Gabe Schell

Call to Order: Erik Gilbertson

Minutes:

Motion: Lance
Second: Dennis
Passed

Treasurer's Report:

1. For Reference: Statement of Activities July2018-June2019
2. For Reference: 2020 Budget
3. Financial Report

Motion:
Second:

Delegate Report:

Traveled to Seattle, WA for PWX. Lance is on a new "Task Force, Public Works, Work Force, Task Force". Get young people into the public works careers. Kids are not getting exposed to careers in public work works. Engage younger generation. Messages to get kids interested "picture of a construction project can you solve traffic congestion in the City, cleaning out drains. Broad in Scope. K-5 Curriculum available. 6-8 program.

Nationals will be updating the bylaws
Change verbiage to comply with Illinois state law

New Strategic Plan – 5-years are complete
Strategic plan survey

Nationals are investigating national partnership with LTAP

Next national meeting in February

Discussion regarding the awards ceremony in Seattle, WA

Committee Reports:

1. Audit Committee (Lance/Jennifer/Barry) –
 - a) Audit went well, sent on to nationals
2. Student Chapter Membership
 - a) Erik Gilbertson will work with Andrew Wruke, Professor at NDSU
3. Bylaws Committee (Erik/Jasper)
 - a) Nationals approved and will be presented to the membership at the meeting today.
4. Website Committee (Jennifer/Gabe)
 - a) Updated website with Minot and winter maintenance workshop

Old Business:

1. Winter Maintenance Certificate Workshop
 - a) October 23rd, 2019 in Fargo, ND
 - b) Ben Dow with the City of Fargo, APWA contributed \$1,000 and the City of Fargo has paid the remainder. Erik, Barry, and Dennis will be assisting with the workshop.
2. Chapter Goals/Long Term Planning
 - a) Best Practices for APWA Chapter Capacity Building
 - i) Would prefer to have a committee to work on the list.
 - b) Presidential Award for Chapter Excellence (PACE)
 - i) It would be best to start having more regular meetings to start working on the chapter goals. Second Wednesday of the Month at noon, March, July, December.
 - c) Add awards for ND membership
 - i) Award each year for an outstanding individuals public works.
 - ii) Excellence in snow and ice control work award
 - iii) Anticipate sending the nomination application in the spring with the Project of the Year award
3. Gateway to Science – Power the Mission Sponsorship opportunities.
 - a) Reached out to Gateway to Science. APWA supported the Environmental Festival with a \$1,500 donation. The event is now called “Let’s Do STEM”. Jennifer presented other donation opportunities that benefit the entire state.

- b) Motion: Dennis made a motion to donation of \$1,500 to Gateway to Science on the Go
 - c) Second: Lance
Passed
4. NDAPWA General Contract Information
- a) Can nationals set up \$100/year. Microsoft, onenote sharepoint. Apwa.net.
 - b) Host file and data.
 - c) Motion: Barry Direct National APWA to set up a general email account for \$100. Jennifer to set up the account. Associate director of membership – Ashley.
Second: Gabe
Passed
5. Grant for Public Works week
- a) Send email to membership in December.
 - i) Motion: Authorized up to \$500. Jennifer to send email. Jennifer and Gabe
 - ii) Second: Criteria – send to winner – website ideas.
6. Marketing Material
- a) Shirts/Polos for committee
 - b) Motion: Lance – Order shirts for the executive committee
 - c) Second: Barry
 - d) Jennifer will talk to nationals. Preference to have the ND logo.
Passed

New Business:

1. 2020 Officers

2020 Officers	
President	Dennis Miranowski
Vice President	Jasper Klein
Secretary	Jennifer Malloy
Director	Gabe Schell
Director	Thomas Knakmuhs
Director	Ben Dow
Director	Gary Zuroff
Treasurer (appointed)	Jasper Klein
Delegate (appointed)	Lance Meyer
Past -President	Erik Gilbertson
For Reference: Current Executive Committee	
Past -President	Dustin Scott
President	Erik Gilbertson
Vice President	Dennis Miranowski
Treasurer (appointed)	Jasper Klein
Secretary	Jennifer Malloy
Delegate (appointed)	Lance Meyer
Director	Barry Johnson
Director	Gabe Schell
Director	David Wicke
Director	Thomas Knakmuhs

- a) Motion: Lance - Approve the officer list
Second: Barry
Pass

2. 2019 Project of the Year:

- a) Banquet Dinner Expenses for Winners
i) No need to pay for the award winners Banquet expenses
b) Under 5,000
i) Utility Improvements, Langdon, ND
c) Over 5,000
i) Water Treatment Plan, Minot, ND

Upcoming Events:

- October 8th – 10th, 2019 NDWPCC in Bismarck
- October 23rd, 2019 APWA Winter Maintenance Certificate Workshop

Adjourn:

Motion: Lance
Second: Barry