



**2020 FALL GENERAL MEMBERSHIP BUSINESS MEETING  
Nov. 5, 2020 – 2:30 p.m.**

**MINUTES**

**1. CALL TO ORDER (Russ Matthys, President)**

The business meeting was held virtually via Zoom. President Matthys called the meeting to order at 2:31 p.m.

**2. SPONSOR RECOGNITION (Russ Matthys, President)**

President Matthys acknowledged the chapter's 2020 sponsors that have continued to support the chapter especially during this challenging year with the COVID-19 pandemic. He extended the chapter's immense gratitude and confirmed the chapter would not be able to accomplish what it does without the ongoing support of its sponsors.

**3. HUGO G.ERICKSON AWARD (Russ Matthys, President)**

Annually the chapter presents the Hugo G. Erickson (HGE) Award to one of its members who has provided superior and outstanding service to the Minnesota Chapter to further the continued success of the chapter's goals and operations. This year, the HGE Award is presented to Kristin Asher, Public Works Director/City Engineer, for the City of Richfield. Highlights of Kristin's professional career can be viewed on the Awards page on the chapter's website.

**4. SECRETARY/TREASURER'S REPORT (Nick Egger, Secretary/Treasurer)**

**A. Nov. 21, 2019 Fall Conference General Business Meeting Minutes**

The 2019 Fall Conference general membership business meeting minutes would typically be approved at the 2020 Spring Conference general business meeting; however, Secretary/Treasurer Egger noted due to the cancelation of the 2020 Spring Conference, the 2019 Fall Conference general membership business meeting minutes are presented for approval at this meeting. There will not be any 2020 Spring Conference general membership business meeting minutes to approve due to the cancelation of the conference.

**MOTION: Motion made by Nick Egger and seconded by Lydia Ener to approve the meeting minutes of the Nov. 21, 2019 Fall Conference General Business Meeting as presented. Motion carried.**

**B. September 30, 2020 Financial Report and October 2020 Deposit and Expense Report**

Due to the timing of the 2020 General Business Meeting, the October 2020 financial statements were not available. The September 30, 2020 financial statements and October 2020 deposit and expense report were provided for members' information. No motion was necessary.

|   |  |
|---|--|
| Long-term Investment Account              | \$174,304                                    |
| Cash                                      | \$59,960                                     |
| Current liabilities                       | \$0  |
| <br>Net Assets (9/30/2020)                | <br>\$234,264                                |
| <br>Opening Balance (as of 07/01/2020)    | <br>\$227,381                                |
| YTD Change in Assets                      | \$6,883                                      |
| <br>Deposit & Expense Report (10/31/2020) | <br>Deposits: \$34,984<br>Expenses: \$15,064 |

**C. Budget Update**

*July 1, 2019-June 30, 2020*

- Budget: conservative - \$0 estimate in investment earnings
- \$40,510 use of reserves to balance budget
- Continuing to fund chapter initiatives

July 1, 2020-June 30, 2021

- Budget: conservative - \$0 estimate in investment earnings
- A “keep the lights on” approach. Shared pain across all committees
- Budget about \$50,000 lower than previous FY
- Heavy impact on revenues due to lack of conferences plus conference preparation expenses
- Likely to have to utilize some of investment balance to maintain checking account balance above policy minimum (\$25,000)
- Projecting \$10,000 deficit at year end
- Good News: Record sponsorship support! (35 sponsor, \$30,000+ raised)

## 5. PRESIDENT’S REPORT (Russ Matthys, President)

### A. Recognition of Chapter Committee Chairs

President Matthys acknowledged the work and time committee chairs put into keeping their committees engaged. He commended their leadership and thanked them for their volunteerism.

### B. Recognition of Outgoing Deputy Treasurer

President Matthys extended appreciation to Lee Gustafson who became the chapter’s unofficial financial consultant and tax advisor in 2012. In 2015, he was officially recognized as the chapter’s Deputy Treasurer. Through Lee’s guidance and oversight, the chapter moved from APWA handling the chapter’s finances to transferring those responsibilities back to the chapter. Lee’s historical knowledge of both APWA and the chapter facilitated the transition to a smooth and successful outcome.

### C. Strategic Planning

The chapter’s Strategic Plan will be discussed at the Executive Committee’s year-end and new board member orientation meeting. The plan was last discussed at length in December 2017 with the development of the 2018-2020 Strategic Plan and Infographic identifying key initiatives. In light of the pandemic, the Executive Committee will review those initiatives and implementation.

## 6. AWARDS RECOGNITION (Sarah Lloyd, Awards Committee Chair, and Richard McCoy, Vice Chair)

In addition to the Hugo G. Erickson Award presented previously, the Awards Committee recognized the following for 2020. For additional information regarding each award, visit the chapter’s website Awards page.

- Life Member Award: John Rodeberg, SEH
- APWA National Awards
  - *Project of the Year, Historical Restoration \$5M-\$25M category*: Historic North Loop Public Realm Reconstruction, City of Minneapolis; Consultant – Stantec; Contractor – Meyer Contracting
  - *Professional Manager of the Year – Water Resources*: Steve Klein, Barr Engineering Company
  - *Public Works Top Ten Leaders of the Year*: Kristin Asher, City of Richfield
  - *PACE Award*: Minnesota Chapter. This is the chapter’s 16<sup>th</sup> consecutive year to receive the PACE Award.
- APWA 2021 National Award Deadlines
  - Excellence in Snow and Ice Control: December 1, 2020
  - Top Ten, POY, Others: March 1, 2021
  - PACE Award: June 1, 2021
- APWA-MN Chapter Local Awards. Awards Vice Chair McCoy added the chapter received 12 projects of the year submittals.
  - *Public Works Employee of the Year*: Jary Lee, City of St. Paul
  - *Superintendent of the Year*: Linda Mullen, City of Burnsville
  - *Manager of the Year*: John Olson, City of Hutchinson
  - *Environmental Stewardship Award*: City of Eden Prairie – Sustainable Eden Prairie
  - *Project of the Year Award*: City of Fridley, Fridley Civic Center; Agency – City of Fridley; Designer – BKV Group, Oertel Architects, Wenck Associates; Contractor – McGough Construction
  - *Project of the Year Award-Honorable Mention*: CSAH 21 Downtown Prior Lake Improvements; Agency – City of Prior Lake; Designer – Bolton & Menk, Inc.; Contractor – S.M. Hentges & Sons, Inc.
  - *Project of the Year Award-Honorable Mention*: Levee Park Dock Improvements; Agency – City of Red Wing; Designer – Kimley-Horn & Associates; Contractor – Meyer Contracting

**7. TELLER'S COMMITTEE REPORT (Amy Grothaus, Past President)**

The Tellers Committee consists of the chapter's Past President (chair), President, Chapter Delegate and Alternate Delegate. Past President Grothaus presented the Tellers Committee Report. The APWA-MN Chapter has successfully conducted its election for executive committee members electronically. Voting opened on October 6 and closed on October 27 with a total of 294 ballots returned, representing about 32% of eligible voters.

The Tellers Committee presented the following 2020 election results to the general membership:

|                              |                                   |
|------------------------------|-----------------------------------|
| President                    | Beth Engum, CBS Squared, Inc.     |
| Vice President               | Nick Egger, City of Hastings      |
| Secretary/Treasurer          | Monica Heil, WSB                  |
| Director – Manager/Engineer  | Zach Johnson, City of Lakeville   |
| Director – Vendor/Contractor | Mike Purdy, MacQueen Equipment    |
| Director – Superintendent    | Deb Williams, City of Bloomington |

**MOTION: Motion made by Russ Matthys and seconded by Rod Rue to approve the Tellers Committee report for 2020. Motion carried.**

The Tellers Committee extended congratulations to these individuals and their upcoming service on the Executive Committee. The Tellers Committee also recognized and thanked those chapter members who, while not being elected, demonstrated service and commitment to the organization by willingly being on the ballot. Those members are Mitchell Hoeft, Jen Desrude, Rile Dvorak, and Joe Paumen.

**8. RECOGNITION OF OUTGOING EXECUTIVE COMMITTEE MEMBERS (Russ Matthys, President)**

President Matthys called Vice President Beth Engum and Secretary/Treasurer Nick Egger to join him in recognizing the outgoing directors:

- Amy Grothaus, Past President
- Jupe Hale, Director – Manager/Engineer
- Mark Rehder, Director – Vendor/Contractor
- Joe Wiita, Director – Superintendent

Matthys extended gratitude to the outgoing directors and Past President Grothaus for their dedication and commitment to the chapter.

**9. 2021 EXECUTIVE COMMITTEE INSTALLATION (Jeannine Clancy, APWA-MN Chapter Delegate, and Chris Petree, Alternate Delegate)**

President Matthys turned the meeting over to APWA-MN Chapter Delegate Jeannine Clancy and Alternate Delegate Chris Petree to conduct the officer installation.

Alternate Delegate Petree read the names of the 2021 Executive Committee members. Director Clancy emphasized the unique responsibility of the Executive Committee and the expectation that they will be the voice of the public works profession in Minnesota.

Alternate Delegate Petree read the oath of office to the Executive Committee members. The Executive Committee members confirmed their commitment by accepting the oath as read. Following the installation, Delegate Clancy congratulated the new Executive Committee for 2021.

Following the officer installation, Vice President Engum presented the Presidential plaque to President Matthys and thanked him for his dedication and service to the chapter during this challenging year, and looking forward to his contribution as Past President in 2021.

President Matthys formally passed the gavel to APWA-MN Chapter President-elect Beth Engum who will officially take on the duties of President on January 1, 2021.

**10. OLD BUSINESS**

No old business.

**11. NEW BUSINESS**

No new business.

**12. ADJOURN**

The 2020 Fall General Membership Business Meeting was adjourned at 3:43 p.m.

**ATTENDEES:**

Russ Matthys, Beth Engum, Nick Egger, Amy Grothaus, Jeannine Clancy, Chris Petree, Chuck Autio, Donald Elwood, Mike Purdy, Ryan Peterson, Dan Erickson, Lee Mann, Robert Moberg, Jeffrey Radick, Adam Hayow, Dale Reed, Steven Klein, Tyler McLeete, Paul Kauppi, Wayne Houle, Brandon Movall, Daniel Coyle, Beverly Farraher, Daniel Schluender, Chris Chromy, Lauren Letsche, Andrew Scipioni, Matt Decur, Jesse Struve, Kristin Asher, Laurie Johnson, Erika Scherman, Mark Hansen, Richard Person, Daniel Ruiz, Timothy Gratke, Jennifer Hassebroek, Carol Blommel Johnson, Susan Mason, Kent Exner, John Olson, John Paulson, Cristina Mlejnek, Marcus Thomas, Matthew Saam, David Hutton, Nicholas Peterson, Mitchell Hoeft, Michael Payne, Scott Thureen, Alexander Jordan, Rodney Rue, Deborah Williams, Shawn Mulhern, Sarah Schweiger, Joseph Powers, Tyler Jensen, Troy Nemmers, Christopher LaBounty, Chris Martinson, Mindy Carlson, Anthony Kutzke, Toby Muse, George Bender, Andy Brotzler, Angela Popenhagen, Jeff Oliver, Zachary Johnson, Richard McCoy, Steve Dodge, Cory Breitung, Brian Skok, Amy Schreader, Randy Poore, Kevin Douglas, Heidi Hamilton, Greg Stonehouse