



Executive Committee Meeting

March 12, 2025

Noon – 2:00 pm

Meeting Location: Bolton & Menk, 12224 Nicollet Ave., Burnsville MN 55337

Teams: [Join the meeting now](#)

Meeting ID: 221 203 888 661

Passcode: yq9eH6zZ

AGENDA

1. CALL TO ORDER – **Mitch Hoeft**
2. PRESIDENT’S REPORT – **Mitch Hoeft**
3. SECRETARY/TREASURER’S REPORT – **April Crockett**
 - A. Minutes from February 4, 2025 Officers Meeting (**attached**)
 - B. Minutes from February 12, 2025 Executive Committee Meeting (**attached**)
Recommendation: Motion required
 - C. Financial Report
 1. Chapter Financial Statement (February 2025) (**attached**)
 2. Deposit and Expense Report (February 2025) (**attached**)
Recommendation: Motion required
 - D. Committee Requests for Budget Needs re: 2025-2026 Budget Cycle
4. VICE PRESIDENT’S REPORT – **Mark Hansen**
5. PAST PRESIDENT’S REPORT/ALTERNATE DELEGATE’S REPORT – **Jupe Hale**
 - A. Past President’s Report
 - B. Government Affairs Committee (Zach Johnson, Chair)
 1. Discussion: Rapid Chapter Response on Legislative/Advocacy Positions
 - C. MN Infrastructure Alliance (MN2050) (Michelle Stockness, Chair)
 1. Committee report (**attached**)
6. COUNCIL OF CHAPTERS REPORT
 - A. Delegate’s Report - **Monica Heil**
 1. History Committee (Justin Klabo, Chair)
 - a) Committee Report

7. DIRECTOR/COMMITTEE CHAIR REPORTS

- A. Manager/Engineer Director: Ben Perkey
 - 1. Education & Training Committee (Tim Plath and Chris McKenzie, Co-Chairs)
 - a) Committee Report **(attached)**

- B. Consultant Director: Alyson Fauske
 - 1. Diversity, Equity & Inclusion Committee (Shibani Bisson, Chair)
 - a) Committee Report **(attached)**

- C. Director of Public Works/City Engineer Director: Richard McCoy
 - 1. Membership Committee (Jason Sprague and Justin Messner, Co-Chairs)
 - a) 2025-2026 Sponsor Program **(attached)**
Recommendation: Motion Required
 - b) Committee Report **(attached)**

- D. Outstate Director: Kent Exner
 - 1. Outstate Development Committee (Kent Exner and Jake Busho, Co-Chairs)
 - a) Committee Report
 - 2. Awards Committee (Eric Lembke, Chair; Eric Eckman, Vice Chair)
 - a) Committee Report **(attached)**

- E. State/Regional/County Director: Luke Lortie
 - 1. Public Awareness Committee (Lauren Letsche, Chair; Jen Selchow, Vice Chair)
 - a) Committee Report **(attached)**
 - 2. Asset Management Committee (Russ Matthys, Chair)
 - a) Committee Report

- F. Superintendent Director: Charlie Fredericks
 - 1. Environment & Sustainability Committee (Ben Scharenbroich and Adam Tjaden, Co-chairs)
 - a) Committee Report

- G. Vendor/Contractor Director: Colleen West
 - 1. Communications Committee (Lydia Ener, Chair)
 - a) Committee Report **(attached)**

- H. Young Professionals Director: Sarah Schweiger
 - 1. Young Professionals Committee (Cody Mathisen, Chair; Ben Perkey, Vice Chair)
 - a) Committee Report
 - Young Professionals **(attached)**
 - Student Chapter

- I. Conference Planning Committee (Matt Saam and Mark Hansen, Co-chairs)
 - 1. Committee Report **(attached)**

- J. Volunteer Coordinator Report (Michael Kirsch)

8. OLD BUSINESS

- a. Ceremonial Passing of the Briefcase (Mark Hansen)

9. NEW BUSINESS

10. ADJOURNMENT



**Executive Committee Officers Meeting
February 4, 2025**

Attendees

Mitch Hoeft, President
 Mark Hansen, Vice President
 April Crockett, Secretary/Treasurer
 Jupe Hale, Past President and Chapter Alternate Delegate
 Monica Heil, Delegate
 Mary Detloff, Chapter Administrator

The meeting was convened at 9:03 am

1. January 10, 2025 Officers Meeting Minutes (Hoeft)

Meeting minutes were briefly reviewed and were accepted with no modifications.

2. Financial Report (Crockett)

For months ending January 31, 2025		
Opening Balance Equity (as of 7/1/2024)	\$618,455.55	
Merrill Lynch	\$152,713.28	
US Bank Checking	\$108,712.73	
US Bank Savings	\$260,924.17	
Total Current Assets	\$522,350.18	
Net Monthly Income	(\$96,105.37)	
	Deposits	Expenses
Deposit & Expense Report (Jan. 2025)	\$18,861.36	\$26,603.10

Treasurer Crockett reviewed account balances and the most significant sources of deposits and expenses.

- It was clarified the Net Monthly Income reflects the current balances in all chapter accounts compared to the Opening Balance Equity as of the first day of the fiscal year.
- After some discussion, it was decided we will not transfer funds from the chapter savings account into the checking account to increase the operating balance at this time. The chapter checking account balance is trending similar to what we have seen the past few years at this same time.

3. APWA 2028 PWX MOU (Hoeft)

We are waiting for input from APWA on questions and clarifications sent to them. Once a response is received, it will be shared. In the meantime, an update will be provided at the upcoming Executive Committee meeting

4. Sponsor Support: Infrastructure Legislative Conference (Hale)

The MN Infrastructure Alliance (MnIA) and the MN Transportation Alliance are working together on a Minnesota Infrastructure Legislative Conference on April 21. Jupe provided a summary of the draft event agenda, noting there will be a fee to attend. Sponsorships of \$500 are being sought to offset expenses.

The officers were in support of APWA-MN sponsoring this event for \$500. This opportunity and expense will be brought before the Executive Committee for consideration and formal approval.

Additionally, it was suggested the chapter offer a stipend to APWA-MN young professionals encouraging them to attend. The officers were supportive of this idea, which will be brought to the Executive Committee later this month.

5. [APWA New Initiatives](#), Proposals Due Feb. 20 (Hoeft, Heil)

This opportunity has been forwarded to chapter committee leadership to encourage applications now or in the future and will remain on the February Executive Committee meeting agenda.

6. Review Task List (Hoeft)

President Hoeft reviewed task list items.

- The request for the annual Public Works Week proclamation will be initiated in the coming few days.
- The 2025 sponsor program will be discussed and likely finalized at the upcoming Membership & Special Events Committee meeting, which will potentially include new opportunities.
- The vendor appreciation event is coming up. A reminder email will be sent shortly to increase attendance.

7. Upcoming Website, Newsletter Articles - [See full 2025 content calendar](#)

No discussion.

8. Other

The Conference Planning Committee supports holding the APWA-MN Fall Conference at Mystic Lake Center in 2026 and 2027 and suggested new event agreements be brought to the officers for approval. The officers support continuing to hold the fall conference at Mystic - Mary will initiate event agreements accordingly.

9. Adjourn

The meeting adjourned at 10:03 am.



Executive Committee Meeting February 12, 2025

Officers in Attendance: Jupe Hale, Monica Heil, Mitchell Hoeft, Mark Hansen

Executive Committee in Attendance: Jacob Busho, Kent Exner, Alyson Fauske, Charlie Fredericks, Zach Johnson, Justin Klabo, Lauren Letsche, Russ Matthys, Richard McCoy, Chris McKenzie, Ben Perkey, Tim Plath, Sarah Schweiger, Jennifer Selchow

Mary Detloff, Chapter Administrator and Recorder

1. CALL TO ORDER

President Mitchell Hoeft called the meeting to order at 12:08 pm.

2. PRESIDENT'S REPORT

President Hoeft reviewed the APWA New Initiatives Committee opportunity and noted submissions are due Feb. 20.

- If committees are not prepared to submit at this time, President Hoeft encouraged committee leaders to consider opportunities for potential submission next year. He noted submissions are stronger if matching funds are available through the chapter.
- An exhibit at the Science Museum is a potential program to consider for this opportunity. Mitch will look into this further, potentially as an opportunity to coincide with 2028 PWX. Russ will be asked for additional information. A separate meeting to discuss this opportunity in more detail is appropriate.
- The question was asked if there is a timeline for use of these funds - this is currently not clear.

3. SECRETARY/TREASURER'S REPORT

In the absence of April Crockett, Vice President Mark Hansen presented the secretary/treasurer's report.

A. Minutes from January 10, 2025 Officers Meeting

No comments were received on the minutes as distributed.

B. Minutes from January 15, 2025 Executive Committee Meeting

No comments were received on the minutes as distributed.

Motion by Jupe Hale, seconded by Ben Perkey, to approve the January 15, 2025 Executive Committee meeting minutes as distributed. Motion carried.

C. Financial Report

Vice President Hansen reviewed the financial report, noting the most significant sources of income and expenses.

For months ending January 31, 2025		
Opening Balance Equity (as of 7/1/2024)	\$618,455.55	
Merrill Lynch	\$152,713.28	
US Bank Checking	\$108,712.73	
US Bank Savings	\$260,924.17	
Total Current Assets	\$522,350.18	
Net Monthly Income	(\$96,105.37)	
	Deposits	Expenses
Deposit & Expense Report (Jan. 2025)	\$18,861.36	\$26,603.10

Motion by Richard McCoy, seconded by Alyson Fauske, to approve the financial statements for the month ending January 31, 2025. Motion carried.

4. VICE PRESIDENT’S REPORT

Vice President Hansen noted the following:

- A reservation for the 2025 PWX Chapter Dinner has been made at the Chicago Firehouse.
- Space for the awards celebration at 2025 PWX has also been reserved.
- Spring Conference planning is coming along well.
- Chapter sponsor renewals are coming soon and will include some additional event-focused opportunities.
- The Membership & Special Events Committee plans to bring sponsor-related recommendations to the Executive Committee in March.

5. PAST PRESIDENT’S REPORT

A. Past President’s Report

1. Status Report: 2028 PWX MOU with APWA

A few questions and clarifications have been sent to APWA but no reply has been received to date. Once additional information has been received and the draft MOU clarified, it will be brought back to the Executive Committee for final review and approval. Additionally,

- Ideas for potential tours are requested any time - send to Jupe and Richard.
- PWX-related additions to the APWA-MN sponsor program may be incorporated starting in 2026-2027 to avoid a big push at the end.

2. Public Works Road Show

Past President Hale noted the Public Works Road Show plans to showcase the Minnesota Zoo Treetop Trail, potentially May 1. This event involves other organizations and APWA national leaders. More information will be shared as it becomes finalized and available.

3. Minnesota Infrastructure Legislative Conference Sponsorship Request

MnIA has not met since early December. The committee is currently preparing infrastructure talking points for distribution at the appropriate time.

MnIA is planning an Infrastructure Day at the Capitol for April 21 in cooperation with the MN Transportation Alliance. To support the goal is to get more younger people involved, this event will be free to attend for those under 30. To that end, \$500 sponsorships are requested from MnIA partner organizations to support this effort.

Motion by Richard McCoy, seconded by Alyson Fauske, to support a \$500 sponsorship for Infrastructure Day. Motion carried.

B. Government Affairs Committee (Zach Johnson, Chair)

Zach highlighted primary issues in both houses, upcoming advocacy events, and bills of interest introduced so far.

6. COUNCIL OF CHAPTERS REPORT

A. Delegate's Report

APWA Delegate Monica Heil presented several issues:

- AMS: APWA shared that membership data should be available in Excel within 90 days. Scott Grayson is contacting lapsed group members himself, which is resulting in a high rate of renewal since most groups he contacts don't know they have expired. APWA has noted some membership start dates may be incorrect, so we will likely want to do our own review at some point.
- Insurance: Chapter leaders had questions on what is and is not covered under the APWA insurance policy, especially clarification on insurance at golf tournaments if alcohol is served by sponsors or other groups but not the chapter. In this instance, insurance is not needed. More information may be sent to chapter leaders in the future, which will be forwarded as appropriate to the Executive Committee.
- Local Road Show: Chapters can request the support of Andrea Eales at APWA for a local road show. This is an FYI should APWA-MN want to consider this in Minnesota.

1. History Committee (Justin Klabo, Chair)

Justin noted the next History Committee meeting is scheduled for March.

B. Alternate Delegate's Report

This report was already presented under the Past President's Report.

7. DIRECTOR/COMMITTEE CHAIR REPORTS

A. Manager/Engineer Director: Ben Perkey

1. Education & Training Committee (Tim Plath and Chris McKenzie, Co-Chairs)

- The committee is working to be more targeted and focused on communication efforts re: APWA-MN college and technical school scholarships. Materials will be distributed in late March/early April with a submission deadline in early May. This timeline may be shifted in the future because there are many conflicts with other items on students' calendars that time of year.
- Spring workshops are being planned for late April at the Mystic Lake Center. Two topics will be offered: Verbal Judo and Writing to Get Things Done.
- Ben provided a brief update on other education programs in progress.

B. Consultant Director: Alyson Fauske

a. Diversity, Equity & Inclusion Committee (Shibani Bisson, Chair)

DEI Grant Recipient

Two applications were received. The committee recommends awarding the grant to NSBE, Twin Cities Professional Chapter, in support of their “Introduce a Girl to Engineering Day” initiative.

Motion by Jupe Hale, seconded by Richard McCoy, to award the \$6500 grant to NSBE as recommended by the DEI Committee. Motion carried.

Additionally, Alyson reported the committee has submitted a presenter idea for the Spring Conference and plans to coordinate the onsite and field service projects at that event.

C. Director of Public Works/City Engineer Director: Richard McCoy

a. Membership Committee (Jason Sprague and Justin Messner, Co-Chairs)

- The committee continues to consider splitting into two committees - Membership Committee and Special Events Committee - or starting with subcommittees for administrative simplicity. Initiating some type of split would provide additional emphasis on membership renewals and sponsorships.
- Potential changes to the sponsor program are being discussed.
- The Vendor Appreciation Event will be held tomorrow with 20 registered.
- The Summer Golf Outing is scheduled for July 10 at Bunker Hills.
- Other planned and potential upcoming events were mentioned.

D. Outstate Director: Kent Exner

a. Outstate Development Committee (Kent Exner and Jake Busho, Co-Chairs)

- The committee met last week for the first time in 2025. Five additional meetings are scheduled this year.
- The committee is considering informal outstate gatherings, learning from APWA-MO.
- The MN Rural Water Association was contacted about their annual conference on March 4 in St. Cloud with interest in a booth at this event. Kent is requesting \$1275 to cover booth and personnel costs associated with this event. Kent was instructed to reserve a booth on behalf of APWA-MN. It was noted there are funds in the budget for this type of item.

b. Awards Committee (Eric Lembke, Chair; Eric Eckman, Vice Chair)

- The committee is working on preparing 16 project and personnel award submittals to APWA prior to the March 3 deadline.
- Consideration is being given to adding a local Young Professionals award in the future.

E. State/Regional/County Director: Luke Lortie

a. Public Awareness Committee (Lauren Letsche, Chair; Jen Selchow, Vice Chair)

- Lauren highlighted past and upcoming events.
- The committee has requested \$500 to sponsor an APWA-MN booth at the Science & Engineering Fair on March 28 at the St. Paul River Centre. The Executive Committee supports this request with funds already budgeted.
- The next meeting is March 7.

- b. Asset Management Committee (Russ Matthys, Chair)
 - Russ Matthys reported the committee is close to releasing the Asset Management standards - a draft is currently in review. The committee hopes to release the standards at the APWA-MN Fall Conference in November.
 - Asset management-related outreach articles and events were shared.

F. Superintendent Director: Charlie Fredericks

- a. Environment & Sustainability Committee (Ben Scharenbroich and Adam Tjaden, Co-chairs)
The committee has not yet met in 2025.

G. Vendor/Contractor Director: Colleen West

- a. Communications Committee (Lydia Ener, Chair)
The committee is working to obtain more and more regular articles from sponsors.

H. Young Professionals Director: Sarah Schweiger

- a. Young Professionals Committee (Cody Mathisen, Chair; Ben Perkey, Vice Chair)
 - The APWA-MN Mentor Program kick-off event is tonight. There are 30 people/15 pairs signed up for the mentor program.
 - There is an E-Week Mixer scheduled for next week. Additional upcoming events were mentioned.
 - The ASCE and APWA-MN student chapters at St. Thomas are now a combined group. They have many opportunities for presenters at student chapter meetings and connections with students on campus.

I. Conference Planning Committee (Matt Saam and Mark Hansen, Co-chairs)

Mark Hansen shared some draft education session highlights. The next meeting is Feb. 24.

J. Volunteer Coordinator Report (Michael Kirsch)

No report.

8. OLD BUSINESS

- a. Ceremonial Passing of the Briefcase (Mark Hansen)
This was postponed to a future meeting.

9. ADJOURNMENT

The meeting adjourned at 2:09 pm.



**APWA-Minnesota Chapter
Balance Sheet
As of February 28, 2025**

	<u>Total</u>
ASSETS	
Current Assets	
Bank Accounts	
160 Merrill Lynch Investment	152,780.97
Checking	104,808.65
Savings	261,184.50
Total Bank Accounts	<u>\$ 518,774.12</u>
Accounts Receivable	
Accounts Receivable (A/R)	0.00
Total Accounts Receivable	<u>\$ 0.00</u>
Other Current Assets	
Other Current Assets	0.00
Undeposited Funds	0.00
Total Other Current Assets	<u>\$ 0.00</u>
Total Current Assets	<u>\$ 518,774.12</u>
TOTAL ASSETS	<u>\$ 518,774.12</u>
LIABILITIES AND EQUITY	
Liabilities	
Total Liabilities	
Equity	
Opening Balance as of 7/1/2024	618,455.55
Net Operating Income	-99,681.43
Total Equity	<u>\$ 518,774.12</u>
TOTAL LIABILITIES AND EQUITY	<u>\$ 518,774.12</u>



Executive Committee Update
Michelle Stockness, Chair
Jupe Hale, Executive Committee Liaison

Minnesota Infrastructure Alliance (formerly MN2050) Committee

Date: March 10, 2025



Executive Committee Action Items

1. **Discussion Items**
 - a. None
2. **Recommendations for Action/Vote**
 - a. None

Committee Updates:

- See our website here: <https://www.mninfrastructure.org/>
- Our last meeting was December 3. Next meeting tentatively set for March 25.
- We are watching the Minnesota Legislature and have asked for time on the agenda for both the house and senate Capital Investment Committees to talk about infrastructure funding.
- We are sharing talking points for groups to use at their Days at the Capitol (listed on our website).
- We are watching appointments for the Minnesota Advisory Council on Infrastructure (MACI), so far they have appointed: Robin Hutcheson, Richard Kolodziejcki, and Russ Matthys.
<https://commissionsandappointments.sos.state.mn.us/Agency/Details/369>
- We aim to send a letter to the editor from MnIA partners sometime in April about the importance of passing the bonding bill.
- Save the Date for an Infrastructure Day workshop on April 21 led by Transportation Alliance. APWA-MN is a co-host (see attached flyer). ExComm has also approved funding registration for YPs older than 30 (under 30 is free already). YP leadership has posted this information to their roster. APWA-MN gets 5 free registrations with our co-host status, which can be used for YP or ExComm member as desired.

Subcommittee Membership

Chair: Michelle Stockness (Freshwater)

EC Liaison: Jupe Hale (WSB)

Chair: Michelle Stockness (Freshwater)

Steering Committee Members: Jeannine Clancy (TKDA), Jonathon Curry (ACEC), Margaret Donahoe (Transportation Alliance), Brad Henry (U of MN), Amy Grothaus (Braun Intertec), Michelle Stockness (Freshwater), Hannah Albertus-Benham (WSP/ ASCE)

Mission

Minnesota Infrastructure Alliance (formerly Mn2050) is a coalition of professional organizations striving to provide and maintain safe and sustainable infrastructure across Minnesota. Specifically, we are aiming to:
Increase public awareness, Enhance professional collaboration, and Educate and Engage policy makers.

Vision

Minnesota Infrastructure

Alliance is a coalition of professional organizations striving to provide and maintain safe and sustainable infrastructure across Minnesota.



Goals and Audiences



Increase public awareness



Enhance professional collaboration



Educate and Engage policy makers



2025 Talking Points:

MnIA Talking Points for 2025



We have not passed a state bonding bill since 2023

There is a backlog of infrastructure needs across the state.

Infrastructure is roads, parks, schools, water and wastewater, energy, and more.

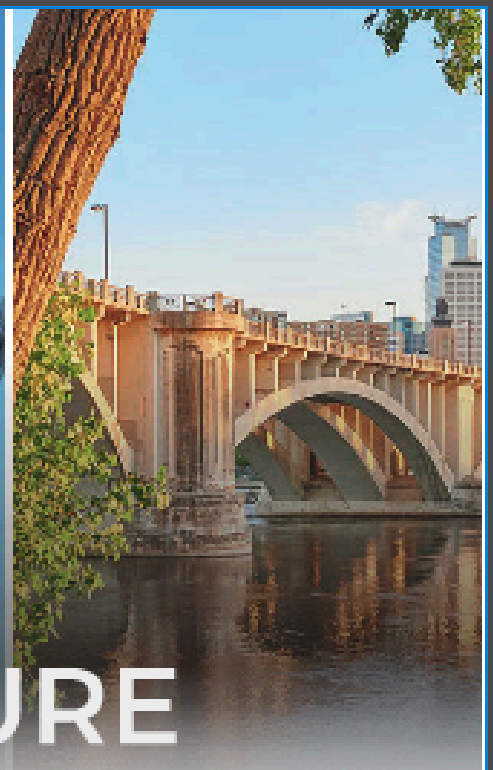
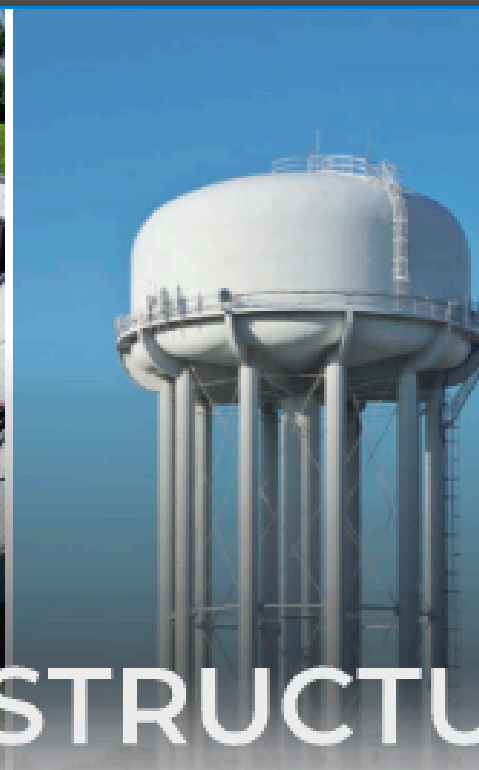
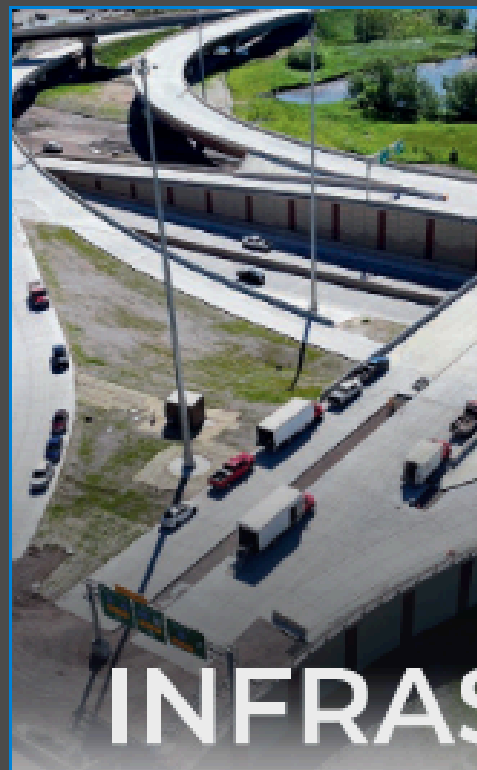
Infrastructure investment signals commitment to a baseline quality of life for all Minnesotans

Costs keep going up the longer we wait to fund necessary projects.

Infrastructure needs include capital investments, and operations and maintenance costs.

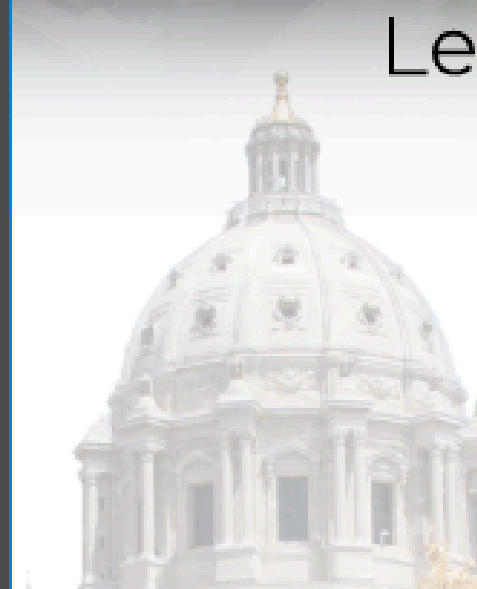
<https://www.mninfrastructure.org/>





INFRASTRUCTURE

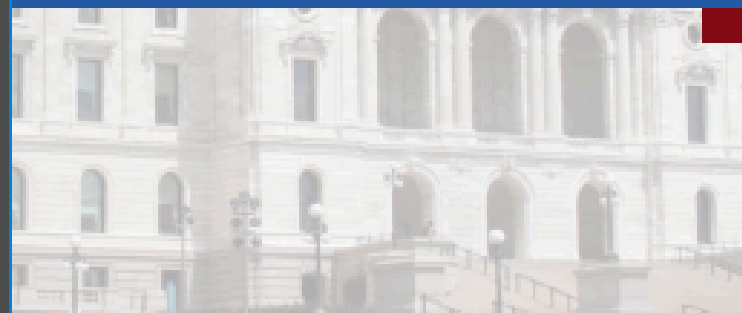
Legislative Conference



Join colleagues from across Minnesota to learn, build new relationships and make a difference in improving the safety and effectiveness of Minnesota's roads, bridges, transit, water systems, energy grid and other infrastructure.

Monday
April 21, 2025

DoubleTree Hotel
411 Minnesota Street
St. Paul, MN 55101



transportationalliance.com





Conference Co-Hosts



Join this information-packed event!

10:00 am Registration

11:00 am **Welcome and Infrastructure Success Stories**

Learn effective methods for connecting with legislators

1:30 pm **The 2025 Legislative Session - Issues and challenges**

How the funding works/Workforce Development

3:00 pm **Panel with Legislators**

Hear directly from key legislators about the prospects for infrastructure funding

4:00 pm **Networking Reception**

- Meet and reconnect with colleagues working on the front lines to plan, design, build and operate public infrastructure.



transportationalliance.com





Executive Committee Update
Tim Plath & Chris McKenzie, Co-Chairs
Ben Perkey, Executive Committee Liaison

Education and Training Committee

Date: March 12, 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. None
2. **Recommendations for Action/Vote**
 - a. None

Committee Discussion Items and Updates

- Education and Training Committee held the last meeting on March 5, 2025.
- Scholarships
 - Promotional materials have been sent to schools/colleges/universities (March 5th)
 - Deadline – early May 2025
 - Subcommittee has met with Lydia for additional communications & targeted messaging
 - Coordinating with Young Professionals
- Spring Workshop – Verbal Judo & Writing to Get Things Done
 - Writing to Get Things Done – Mystic Lake, **April 28, 2025**
 - Verbal Judo – Mystic Lake, **April 29, 2025**
- Public Works Certificate Program
 - Spring classes are going well
 - Re-scheduling with snow event on March 5th
- Leadership Academy
 - Tim & Phil met with Wally to discuss programs, fees, and defining the programs
 - Executive Fellowship
 - Human Resources Essentials for Public Works
- Underground Utilities Construction Inspector School (UUCIS) Program
 - Planning for next year
 - Communications continue with representatives in Fargo for outstate location
- APWA-MN Article Request – Joe Powers has submitted an article
- Upcoming Education and Training Committee meeting dates are:
 - 11:30am to 1:00pm June 4, 2025

2025 Committee Strategic Initiatives

- Continue to deliver current, relevant and effective E&T programs
- Continue to strive and deliver relevant content to every corner of the state with a combination of in-person and virtual offerings.
- Prioritize in-person networking as a key component to continuing education
- Refine “Policies and Procedures” document for chapter-facilitated E&T programs

- Assist and partner with other organizations in supporting the DCTC Civil Engineering and Land Surveying Technology program
- Evaluate group proctoring of APWA Certification exams offerings (ie Certified Public Infrastructure Inspector (CPII) and UUCIS program; Certified Public Works Professional-Supervision (CPWP-S) and the Public Works Certificate program; Certified Public Works Professional-Management (CPWP-M) and the Leadership Academy)
- Build a list of qualified instructors to backfill pending retirements
- Maintain a rolling 5-year plan for Spring and Fall Workshop topics to be published for membership
- Create a rolling 5-year plan and rotation for Leadership Academy, Public Works Executive Fellowship, and Human Resources for Public Works programming
- Expand Operations and Maintenance (O&M) training opportunities, especially technical topics, with LTAP, MSAS, etc.

Committee Membership

Co-Chairs: Tim Plath & Chris McKenzie

Members: Aaron Kuznia, AJ Soland, Andrew Wrucke, Andy Brotzler, Dale Reed, Dan Fick, Gage Morgan, Jeanine Reardon, Jim Stremel, Joe Powers, Joe Wiita, John Perkins, Justin Conner, Katherine Stanley, Lauren Letsche, Phil Olson, Rena Weis, Steve Blaufuss

EC Liaison: Ben Perkey

YP Liaison: Rena Weiss

Mission

The APWA-MN Chapter Education and Training Committee will identify, develop and support the implementation of quality and timely educational opportunities.



Executive Committee Update

Shibani Bisson, Chair

Alyson Fauske, Executive Committee Liaison

Diversity, Equity and Inclusion Committee

Date: March 12, 2025

Executive Committee Action Items

1. **Discussion Items**
2. **Recommendations for Action/Vote- N/A**

Committee Discussion Items and Updates

1. Spring Conference
 - o Recommended [Dr. Abdul M. Omari | Leadership Training](#) to the planning committee, however they recommended he could be considered for the fall conference. He presented at the fall conference in 2021. (Strategic Initiative #2)
 - o Coordinating the outdoor community service project with the City of Nisswa Parks Department. Field work to include staining park facilities, prep garden beds, cleaning up litter along trails at various locations in the City (Strategic Initiative #5)
 - o Coordinating an indoor project at Grandview Lodge assembling personal care items for a local shelter through the Bridges of Hope organization, Brainerd, in addition to the tied blanket project (Linus project). The donations are budgeted for. (Strategic Initiative #5)
2. Coordinating Introduce a Girl to Engineering event with PAC and NSBE to be held in April, 2025. (Strategic Initiative #7)
3. Participated in the NSBE Mixer on February 18 to continue collaboration on our shared missions (Strategic Initiative #7)

2024 Committee Strategic Initiatives

The mission of the DEI committee aligns with APWA National's listed DEI strategic initiative in fostering a diverse, equitable and inclusive membership experience along with supporting a representative voice in the field of public works. This is accomplished with the committee's following initiatives.

1. Promote the DEI annual grant through school, government, workforce groups, non-profit agencies, etc networks. The grant funding is intended to foster a diverse workforce within the field of public works through education, training and awareness initiatives oriented toward underrepresented populations.
2. Secure national or local speaker or panel of speakers, including PW professionals, presenting DEI training and/or experiences at the spring and fall conference. Obtain feedback of these speakers through the post-conference online survey.
3. Secure a booth at the fall conference to recruit new members and solicit comments/ideas for the committee.
4. Continue to find and update list of DEI speakers in the database located on the APWA MN website.
5. Create a local community service event aligned with an organization that supports or represents DEI.

6. Complete a DEI related annual article for the APWA newsletter.
7. Participate in APWA MN outreach/STEM events/job fairs.

Committee Membership

Chair: Shibani Bisson
Members: Courtney Anderson-Ewald, Marcus Thomas, Beverly Farragher, Heather Cunningham,
Cristina Mlenjnek, Juan Lopez Martinez, Chloe Weber.
EC Liaison: Alyson Fauske

Mission

The Diversity, Equity & Inclusion Committee works to advance inclusiveness throughout the APWA-MN Chapter - placing value on all individuals and their different perspectives, and promoting the process for all to be part of the chapter. Committee goals are to retain, recruit, and encourage diverse populations to the field of public works.



Executive Committee Update

Justin Messner and Jason Sprague, Co-Chairs
Richard McCoy, Executive Committee Liaison

Membership and Special Events Committee

March 12th, 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. None.

2. **Recommendations for Action/Vote**
 - a. None

Committee Discussion Items and Updates

Most recent meeting held Friday 14th February, 2025.

Next meeting scheduled for Friday 14th March, 2025.

Spring Conference –

Discussion about liability of providing alcoholic beverages will fall on the entity providing the beverages and not on the Chapter.

Sprague to reserve tee times early Spring.

Sponsorship Levels and Opportunities –

The group supports the following sponsorship opportunities:

Fall Conference lanyard sponsor - \$ 2,500 (one available)

Fall Conference networking reception sponsor - \$ 1,250 (five available)

Fall Conference Thursday networking/social event sponsor - \$ 1,500 (two available)

Fall conference refreshment station (coffee, soda, etc.) - \$ TBD

The group also discussed a potential price increase for sponsorship levels. The Committee Members support maintaining current rates for this year until we have a clearer understanding of the forecasted financial needs for PWX in Minneapolis. If a funding gap arises to meet the financial obligations for the 2028 PWX, we recommend considering modest increases to sponsorship levels and potentially adjusting conference attendee pricing to help generate the necessary funds.

Future Technical Tours –

June Technical Tour of Dakota Aggregates pit in Rosemount.

Look at recent award winners for possible tours.

End of July or September look into biking tech tour (Justin will lead investigation).

Past Event Reviews –

Vendor Appreciation Networking Event, Thursday 13th February, Forgotten Star Brewery –
There were 15-20 attendees.

Upcoming Events –

27th March – Technical Tour of Columbia Heights City Hall – an example of a multi-use building with Railworks Brewing following tour.

7th through 9th May – Spring Conference – Golf Outing and Thursday Night Event.

10th July – Summer Golf Outing. Chapter to review contract within next couple of months.

Committee Membership

Co-Chairs: Justin Messner and Jason Sprague

Members: Nick Egger, Jesse Struve, Jake Guzik, Mark Hansen, Beth Engum, Mike Turner, Jon Haukaas, Mitch Hoeft, Charles Cadenhead

EC Liaison: Richard McCoy

Mission

The Membership & Special Events Committee organizes and manages the spring and summer golf outings and organizes membership Technical Tours highlighting public works projects and activities.

APWA-MN 2025-2026 Chapter Sponsorships



The Minnesota Chapter of APWA (APWA-MN) is dedicated to the education and promotion of the Public Works industry and its affiliates, and the value received as an APWA-MN sponsor is unmatched. New opportunities to support APWA-MN are offered this year - see below. More information is available via the link.

NOTE: Organizations may choose a traditional year-long chapter sponsorship OR an individual event element sponsorship, but not both. Individual element sponsorships are available on a first-come, first-served basis.

Secure your sponsorship: <https://www.apwa-mn.org/sponsors/Become-a-Sponsor>

NEW *** Individual Event Element Sponsorships - Cost Varies ***
2025 Fall Conference Lanyard Sponsor - \$2500 One Available
2025 Fall Conference Thursday Evening Networking Reception Sponsor (tent. 4-6 pm) - \$1,250 Five Available
2025 Fall Conference Thursday Evening Networking Event Sponsor (tent. 6-8 pm) - \$1,500 Two Available
2026 Spring Conference Lanyard Sponsor - \$1,500 One Available

Platinum Level - \$1,250
Fall Conference Exhibit Space (November)
- Single exhibit booth space with furniture (\$750 value)
- Includes four booth staff per day (conference registration and box lunch not included)
Annual Summer Golf Classic (July) Hospitality Space at a Tee Box or Putting Green - Exclusive Platinum Sponsor Benefit - Limit of 29
- Post-golf dinner event admission for up to four representatives (\$100 value)
Up to three feature news articles on the APWA-MN website (posted for one month) and monthly e-newsletter
One page Project Spotlight Article on APWA-MN website highlighting sponsor's APWA-MN award submittal
Social media shout-outs as a Platinum chapter sponsor
Recognition as a Platinum sponsor at the Spring and Fall Conferences and the PWX Chapter Dinner
APWA-MN website sponsor listing (logo and link)
Recognition as a sponsor and contributing affiliate at community outreach and STEM events

Gold Level - \$850
Fall Conference Exhibit Space (November)
- Single exhibit booth space with furniture (\$750 value)
- Includes four booth staff per day (conference registration and box lunch not included)
Annual Summer Golf Classic (July) Course Signage - Exclusive Gold Sponsor Benefit
- Post-golf dinner event admission for up to two representatives (\$50 value)
Up to two feature news articles on the APWA-MN website (posted for one month) and monthly e-newsletter
One page Project Spotlight Article on APWA-MN website highlighting sponsor's APWA-MN award submittal
Social media shout-outs as a Gold chapter sponsor
Recognition as a Gold sponsor at the Spring and Fall Conferences and the PWX Chapter Dinner
APWA-MN website sponsor listing (logo and link)
Recognition as a sponsor and contributing affiliate at community outreach and STEM events

Silver Level - \$600
One feature news article on the APWA-MN website (posted for one month) and monthly e-newsletter
One page Project Spotlight Article on APWA-MN website highlighting sponsor's APWA-MN award submittal
Social media shout-outs as a Silver chapter sponsor
Recognition as a Silver sponsor at the Spring and Fall Conferences and the PWX Chapter Dinner
APWA-MN website sponsor listing (logo and link)
Recognition as a sponsor and contributing affiliate at community outreach and STEM events



Executive Committee Update
Eric Lembke, Chair
Eric Eckman, Vice Chair
Kent Exner, Executive Committee Liaison

Awards Committee

March 10, 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. See Other News Discussion Item 3 below.
2. **Recommendations for Action/Vote**
 - a. None

Committee Discussion Items and Updates

1. **National Awards Items**
 - a. The following personnel and projects were nominated awards committee to be considered for national awards. Committee members and Mary worked with following to get them submitted prior to the March 3rd deadline.
 - i. Personnel Awards - 1 candidate was nominated by the committee for each of the following categories:
 1. Top Ten Public Works Leader of the Year – Angela Popenhagen
 2. Excellence in Education – Dave Hutten
 3. Myron Calkins Young Leader – Sarah Schweiger
 4. Outstanding Chapter Achievement – Individual (formally Harry S. Swearingen) – Kristen Asher
 5. Professional Manager of the Year – Facilities and Grounds – Bridget Rief, MAC
 6. Professional Manager of the Year – Public Fleet – Brian Thom, City of Eagan
 7. Professional Manager of the Year – Solid Waste - Sarah Haas, City of St. Paul
 8. Professional Manager of the Year – Water Resources - Ross Bintner, City of Edina
 - ii. Project of the Year – 1 project in each of the following categories were nominated by the committee:
 1. Structures >\$75M - Aircraft Rescue & Fire Fighting Project, MAC
 2. Transportation \$5M-\$25M - Downtown Highway 41 Improvements, City of Chaska
 3. Transportation >\$75M -Highway 10/169 Improvements, City of Anoka
 4. Environmental \$5M-\$25M - Morningside Flood Infrastructure Project, City of Edina
 5. Environmental \$25M-\$75M - UV Water Treatment Facility, City of St. Cloud
 6. Small Cites (Populations less than 50,000) – Structures - Panoway on Wayzata Bay, City of Wayzata
 7. Small Cites (Populations less than 50,000) – Transportation - TH 43 Reconstruction

8. Small Cites (Populations less than 50,000) – Environmental -Elm Creek Dam Restoration
9. No submittals in the Historic Restoration or the Emergency Construction Categories
- iii. PACE Award submission – Due June 2 will be prepared by the committee. Submission process has changed. Eric Lembke attended an information session on 3/10 hosted by APWA to learn more about the new submission process.
 1. Changed to a fillable form. Not sure the process will be easier.
 2. Going to need assistance from other committees this year as we will look to refresh it.

2. Upcoming Meeting and 2025 Chapter Awards Discussion

- a. No date is set but the Awards Committee will be meeting sometime in mid-April.
 - i. Graphic design contest as suggested at the January Executive meeting for implementing local award recognition “badges” like national award winners receive as well as what other organizations present.
 - ii. Continue to work with other committees to regarding recognition and promotion of public works members, projects, and initiatives.
 - iii. Continue to promote and solicit nominations of project and personnel award submissions through internal sources as well as external sources, direct mailings, emails, and articles.
- b. Nominations for 2025 submittal deadline will be Friday October 3.
- c. 2025 APWA-MN Chapter Awards are as follows:
 - i. Personnel Awards: Director or Manager, Superintendent or Supervisor, Engineering Technician or Field Personnel, Public Works Employee, and the Hugo G. Erickson Chapter Service Award.
 1. Newly added award for 2025 will be a Young Leader Award
 - ii. Project of the Year categories: Structures, Transportation, Environmental, and Outstate (with Outstate only relevant to APWA-MN and not APWA national since they do not have this category).
 1. Though they have been available in the past, we will advertise/make aware the categories of Historical Restoration/Preservation POY as well as Disaster or Emergency Construction Repair POY

3. Other News Discussion

- a. MAC won a National Award for Excellence in Snow and Ice.
- b. They will have their director, Mike Wilson attend the April Award Ceremony in Grand Rapids, MI and accept it Monday April 7th at 8:30.
- c. Will chapter representatives be attending as well?

Committee Membership

Chair: Eric Lembke

Vice Chair: Eric Eckman

Members: Richard McCoy Mark Hansen, Chad Millner, Brian Simmons, Jennifer Payne, Jessa Trbojevich, Tom Borowicz, Michael Waltman

EC Liaison: Kent Exner

Mission

The Awards Committee is charged with developing and implementing a successful awards program that recognizes (1) public works individuals from **all** organizational levels who have made significant contributions to the profession, (2) outstanding public works projects; and (3) national APWA awards.



Executive Committee Update
Lauren Letsche, Chair
Jen Selchow, Vice Chair
Luke Lortie, Executive Committee Liaison

Public Awareness Committee

Date: 3/12/2025

Executive Committee Action Items

1. **Discussion Items**
 - a. Policy for mileage reimbursement
 - b. Science Museum Exhibit Committee / Sub Committee.
2. **Recommendations for Action/Vote**
 - a. NA

Committee Discussion Items and Updates

- **Update 1: Past Events**
 - March 4, Future Forward Career Fair
 - Champion and Volunteer: Russ Matthys
- **Update 2: Upcoming Events**
 - March 28, Science and Engineering Fair, St. Paul River Centre
 - Champion: Alex Jordan
 - Volunteers: Alex Jordan and Alan Offerman
 - April, Introduce a Gril to Engineering
 - Working with DEI Committee on this event.
 - Original date had been February 22nd but was postponed to April due to lack of volunteers.
 - April 15, People of Color Career Fair, Minneapolis Convention Center
 - Champion: _____
 - May 1, STEMLink, Hennepin Technical College
 - Champion: Jen Selchow and Alan Offerman
 - Volunteers:
 - TBD, STEMLink, Anoka Tech and Dunwoody
 - Champion: Jen Selchow and Alan Offerman
 - TBD, John Marshall Career Fair, Rochester
 - Champion: _____
 - Contacts: Mike Schnell mschnell@ssc.coop
Erin ervasquez@rochesterschools.org
- **Update 3: Next Committee Meeting**
 - **Date and Time:** June 6th, 2025, 11:00 AM – 12:30 PM

2025 Committee Strategic Initiatives

- Initiative 1: Continue our active participation in STEM Events
 - Expand our collaboration with other professional organizations including:

- MnDOT, YP Committee, DEI Committee, Outstate Committee, Met Council, NSBE and other professional organizations that are active in STEM
- Initiative 2: Advocate for public safety and public works
- Initiative 3: Enable a viable work force

Committee Membership

Chair: Lauren Letsche

Vice Chair: Jen Selchow

Members: Alex Jordan, Chuck Schwartz, Russ Matthys, Allan Offerman, Helena Beikircher, Bob Moberg, Tim Johnson, Connor Deur, Mackenzie Grunig, Hannah Delker.

EC Liaison: Luke Lortie

Mission

Provide education to others so that they are equipped to advocate for public works at all ages and in all places (schools, policy makers, etc.) We accomplish this by leveraging existing resources (such as STEMLink, etc.) promoting the value of public works.



Executive Committee Update
Lydia Ener, Chair
Colleen West, Executive Committee Liaison

Communications Committee

Date: March 12, 2025

Executive Committee Action Items

1. **Discussion Items**
 - a. Committee update sheet completion
2. **Recommendations for Action/Vote**
 - a. None currently

Committee Discussion Items and Updates

- Content Calendar set within Committee assignments
- Awards article completed by Brandon Movall
- Student scholarship information received for newsletter/website posting

Committee Initiatives for 2025

- Committee update articles throughout the year to create quick-read articles that will help raise awareness within the Chapter of the different initiatives from Committees, especially those less visible to the general membership.
- Focus on improving content creation from our Chapter Sponsors through assisting in the writing of articles, rather than just the solicitation of articles. This will improve the benefits seen by our Sponsors and improve communication of industry news and information.
- Continue to provide support for other Committees through assistance with content creation, pushing through articles on initiatives, and raising awareness for opportunities within the Chapter. This will help to raise awareness through consistent means of messaging and outreach.

Committee Membership

Chair: Lydia Ener (City of Brooklyn Center)

Members: Alex Miller (City of Chaska), Brandon Movall (WSB), Charles Howley (City of Chanhassen), Riley Dvorak (Forterra)

EC Liaison: Colleen West

Mission

The Communications Committee strives to maintain an effective chapter website, and to provide and distribute professional communications resources that support and promote the mission and goals of the APWA-MN Chapter to our members, committees, and interested parties.



Executive Committee Update

Cody Mathisen, Chair
Ben Perkey, Vice Chair
Sarah Schweiger, Executive Committee Liaison

Young Professional Committee

Date: March 2025

Executive Committee Action Items

1. Discussion Items
 - a. NA
2. Recommendations for Action/Vote
 - a. NA

Committee Discussion Items and Updates

- **General Updates**
 - NA
- **Past Events**
 - February 12th Mentorship Program Kickoff, Park Tavern, St. Louis Park
 - Engineering Week Mixer February 18th (with DEI Committee)
- **Upcoming Events**
 - Whirlyball March 27th – Bloomington, 5:30 – 8:30 PM
 - Panel Discussion “Lunch and Learn” planned for April – speaker needs forthcoming
- **Student Chapters**
 - UMN
 - Networking event at Stub and Herbs – Final details coming soon
 - Technical tour of Metro Transit Heywood Garage planning in progress
 - St. Thomas
 - APWA representatives presenting at lunch and learns April 17th and May 1st
- **Communications**
 - Q2 Spotlight will highlight current committee members
- **Professional Development and Mentorship**
 - Mentorship Program Updates
 - Successful kickoff event, check-ins will follow remainder of year
- **National YP Committee Update** (*Charlie Fredericks*)

2025 Committee Strategic Initiatives

- **Create engaging professional development opportunities for YP members and students**
 - Piloting of new mentorship program will headline these efforts
 - Identify areas of interest from current members and provide opportunities accordingly
 - Partner with Executive Committee to increase interest in Chapter scholarships for PWX attendance by building greater awareness of opportunities through strategic promotion
 - **Strategic Priorities:** STEM/Student outreach, promote careers in public works, networking opportunities

- **Expand YP recognition and exposure**
 - Continue partnering with MN chapter initiatives and communications to ensure YP events/opportunities are being seen
 - Establish a YP Award as part of annual conferences or similar platform
 - Continue publishing a quarterly YP spotlight on the chapter website and newsletter
 - **Strategic Priorities:** Promote careers in public works, networking opportunities

- **Expand membership and increase chapter involvement through YP's**
 - Generating recruitment materials and clear instructions for how to become a member (YP or student)
 - Continue refining process for new additions and successions from the YP Committee
 - Aid in connecting YP members with opportunities on APWA-MN Committees
 - **Strategic Priorities:** Promote careers in public works, networking opportunities

Committee Membership

- **Committee Leadership Positions**
 - **Director:** Sarah Schweiger
 - **Chair:** Cody Mathisen
 - **Vice Chair:** Ben Perkey
 - **Secretary:** Laura Wehr

Events Subcommittee (6)		
Position	Name	Additional Role(s)
Subcommittee Leader	Ben Perkey	YP Vice-Chair
Member #1	Jason Malecha	
Member #2	Katie Becker	
Member #3	Olivia Wycklendt	
Member #4	Logan Vlasaty	
Member #5	Claire Connelly	

Professional Development & Mentorship Subcommittee (5)		
Position	Name	Additional Role(s)
Subcommittee Leader	Sarah Schweiger	YP Exec. Committee Director
Member #1	Rachel Scheu	
Member #2	Rena Weis	E&T Committee Liason
Member #3	Sam Larson	Assists Stu. Chapter & Coms
Member #4	Charlie Fredericks	APWA YP National Liason

Communications Subcommittee (2)		
Position	Name	Additional Role(s)
Subcommittee Leader	Laura Weir	YP Secretary
Member #1	Kate Achenbach	

Student Chapters Subcommittee (3)		
Position	Name	Additional Role(s)
Subcommittee Leader	Cody Mathisen	YP Chair
UMN Chapter Rep	Justin Babcock	
UST Chapter Rep	Chloe Weber	

Mission

To engage young professionals within the Minnesota Public Works industry, expose them to the benefits of APWA-MN, and to provide them with an opportunity to become active in the chapter at both the Young Professional level as well as at the Chapter level.



Executive Committee Update
Matt Saam & Mark Hansen, Co-Chairs
Mark Hansen, Executive Committee Liaison

Conference Planning Committee

Date: March 12, 2025

Executive Committee Action Items

1. Discussion Items
2. Recommendations for Action/Vote

Committee Discussion Items and Updates

- Held 3 Spring Conference Planning Meeting.
 - ~~January 13~~
 - ~~February 3~~
 - ~~February 24~~
 - March 6 – cancelled
- Spring Conference agenda nearly complete.
- Looking to have conference registration out by early next week.

2025 Committee Strategic Initiatives

- Strive to increase attendance to both the Fall & Spring Conferences, with a goal of 5%. This ties into the Chapter's Membership/Education strategic priority of providing conferences, networking opportunities, & educational offerings for its members.

Committee Membership

Chair: Matt Saam & Mark Hansen, Co-Chairs
Members: Jeannine Clancy, April Crockett, Mark Erichson, Beverly Farragher, Eric Fosmo, Nick Guilliams, Heidi Hamilton, Brad Henry, Matt Huggins, Chris LaBounty, Lucas Lortie, Mike Marti, John Mazzitello, Cristina Mlejnek, Toby Muse, Eric Nelson, Chris Petree, John Powell, Bridget Rief, Nina Stanley
EC Liaison: Mark Hansen

Mission

The Conference Planning Committee will plan, organize and manage spring and fall conference programs to provide quality and timely education and networking opportunities for Chapter membership.