



**EXECUTIVE COMMITTEE KANSAS CHAPTER  
AMERICAN PUBLIC WORKS ASSOCIATION  
MEETING MINUTES**

**Date: January 7, 2016**

**Location: Newton City Hall**

**201 E 6<sup>th</sup> Street, 3<sup>rd</sup> Floor Admin. Conf. Room  
Newton, KS 67114**

**Time: 10:30 a.m.**

**Attendees:** David Cronin, Shawn Mellies, Russ Tomevi, Kenzil Lynn, Ray Ibarra, Nathan Bergman, Justin Erickson, John Fulkerson, Brett Letkowski, Ron Seitz, Karla Waters, John Braun

**Absent:** Brenda Hermann, Chuck Bartlett

**I. Approval of Minutes**

Motion for December Minutes approval– Lynn, Second – Waters. Motion Carried

**II. Agenda review / modifications**

None

**III. Chapter Business**

- a. 2016 Executive Board Calendar & Roster (Cronin) No suggested changes but Erickson stated that he would not be available to lead the roundtable in Manhattan.
- b. Review Committees for 2016 (Cronin) Review and update the committees as needed. Below are the changes that were recommended.
  - Audit Committee
    1. Tammy Bennett (Chair)
    2. Nick Voss
    3. Brian Austin
  - Nominating Committee
    1. Chuck Bartlett (Chair) (Past-President)
    2. Ray Ibarra
    3. Brian Clennan
  - Awards Committee-Letkowski will review and update at the next meeting
  - Scholarship Committee-Seitz will and update at the next meeting
  - Scholarship Auction Committee-one vacancy in Larry Emig's position
  - Chapter Spring Conference Committee-one vacancy in Cheri Fuller's position and Ray Slattery was added to the committee
  - Snow Rodeo Committee-one vacancy in Mike McGee's position
  - Mid America Conference Planning-no changes suggested
  - Road Scholar/LTAP Committee-Frank Abart has excepted the position and is no longer tentative
  - Scholarship Golf Committee-no changes suggested
- c. Kansas Chapter Bylaws (Tomevi) National will provide the wording for the bylaw changes to chapter fiscal year. The chapter will need to discuss when the best time for the treasurer to take office will be (calendar or fiscal year). If changes are made the bylaws will need to be updated.
- d. Spring Conference Update (Cronin) Suzanne Loomis has got the ball rolling on the spring conference and potential speakers. The conference committee will meet for the first time next week. The potential speakers are listed below:
  - LTAP-guardrail installation/removal
  - LTAP-retro reflectivity update

- LTAP-emergency temporary traffic control (MUTCD-chapter 6)
- Ray Slattery-Dodge City Star Bond Project
- David Upchurch-adaptive signal control projects
- Gary Janzen-US-54 East Wichita project
- Julie Lacombe-operation lifesaver presentation
- Nate Regier-next element PCM (personality training)
- Mike King-KDOT update
- PEC/Newton-WWTP \$20M upgrade project
- Jessica Upchurch/KDOT-breaking access on State highways

After reviewing the list of potential speakers there was discussion to add a session geared toward maintenance topics to try and get more maintenance workers to attend the conference. This could possibly be a roundtable type discussion.

- e. Goals for 2016 (Cronin) A list of goals that were discussed are listed below.
  - Spring conference attendance needs to be strong. This will help with the scholarship auction and membership
  - Finish the leadership manual
  - The chapter needs to be more vocal at the State and Federal level on transportation issues
  - Continue to do the things that the chapter does well
  - Leave the chapter in better shape than it is at the start of 2016

#### IV. Chapter Activities Reports

- a. President's Report (*David Cronin*) Ready to get the year started.
- b. Treasurer's Report (*Russ Tomevi*) Sent out the four scholarship checks to KU and KSU students on Monday. The chapter CD is from past conference and was put in a CD so it was not be all tied up in the chapter checking account receiving zero interest. Past scholarship auctions have raised between \$10,000 and \$15,000 for the chapter. The chapter financials are as follows: \$156,205.08 in the Merrill Lynch account, \$13,715.37 in the non-scholarship CD, and \$33,362.77 in the checking account.
- c. League / Legislative Affairs (*John Braun*) The legislative session will begin on January 11. The League action items for this year include: local spending and taxing should be left to locals and stopping the KDOT special transfers.
- d. Delegate's Report (*Kenzil Lynn*) The winter meeting of delegates will be held on February 18 & 19 in Kansas City. The activity report is due to national on January 16. The infrastructure finance committee will be coming out with survey soon. **Lynn will check on the leadership training that typically occurs in conjunction with the winter meeting.**  
  
(Brenda Hermann was absent).
- e. Career Awareness (*John Fulkerson*) Talked to the facility advisor, Dr. Asad Esmaeily at KSU to setup the spring ASCE meeting and got the vice-president's contact information. Will contact the vice-president to setup the meeting after the winter break is over.
- f. Membership / Diversity Liaison (*Justin Erickson*) No changes since November.
- g. Scholarship / LTAP (*Ron Seitz*) The four scholarship recipients are the same from the fall semester. The advertisement for the fall semesters scholarship went out last fall and are due on May 1, 2016. An essay on Public Works is part of the application process. The board looked at the possibility of opening up the scholarships to students from majors other than just civil engineers. It was the board's decision to not open it up other majors at that time for multiple reasons.

There are changes go on at LTAP and KU Transportation Center which include the retirement of Pat Weaver and Lisa Harris being named the interim director. A new program of hiring a safety circuit writer is underway. This position will focus on low level safety studies in the rural areas to start with. The fall newsletter from LTAP will be coming out soon and it will be on roadway safety.

A roads scholar recipient in Augusta needs to be presented the certificate from last year. There are no current APWA members that will complete the roads scholar program for the upcoming year. The board had previously discussed get recipients that completed the program a baseball cap. The board would need to purchase the hats and it was discussed the best way to do this, which included a bulk order, ordering them as needed, and a joint order with the counties. **Sietz will follow up on the number of future road scholars from the APWA chapter so the board can do some research on a purchase of the hats and make a final decision.**

- h. Newsletter (*Karla Waters*) The newsletters will be coming out quarterly and the last one came out in January. The next newsletter will include a list of the 2016 committees and members, president's message, a list of the scholarship recipients, delegate's report, spring conference information, a LTAP update, future cities recap.
- i. Awards (*Brett Letkowski*) Would like to send out a postcard to remind people of the awards deadline on February 5 like past years. **Motion to approve the expenditure for the postcards-Lynn, Second-Waters, Motion carried.**

V. Action Items

- Executive Board: Follow up with Carla Anderson about moving forward with student chapter subcommittee to help out and gage the viability.
- Executive Board: Review sections of the leadership manual for positions that you have served and get any changes or additions to Cronin before the next meeting. The board will discuss and make changes as needed over the next three months.
- Committee chairs: Need to review and update their committee members.
- Lynn: Will check on the leadership training that typically occurs in conjunction with the winter meeting.
- Sietz: Will follow up on the number of future road scholars from the APWA chapter so the board can do some research on a purchase of the hats and make a final decision.
- Letkowski: Will send out postcard reminder of awards due date.

VI. Adjournment

Motion for Adjournment-Letkowski, Second-Waters, Motion-carried.

**Next Meeting: February 4, 2016 Topeka**