



**WATER ENVIRONMENT ASSOCIATION OF
UTAH**

OFFICER'S MANUAL

2026

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OFFICER'S MANUAL COMMITTEE

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The Officer's Manual Committee wishes to acknowledge the efforts made by the separate committee which prepared the Association's Articles of Incorporation and revised the Bylaws. Committee members included:

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SECTION I: INTRODUCTION AND ASSOCIATION VISION

INTRODUCTION AND ASSOCIATION VISION

This manual has been prepared to assist the Board of Directors in managing and administering the affairs of the Association. It should be considered as a guide and an index. It is hoped that it will be particularly helpful to new Association officers.

Portions of the manual should be updated on an annual basis. These include:

Section V - (Roster of Officers)

Section VI - (Committee

Membership) Section IX - (Budget)

Section X - (Award Recipients)

Other sections should be revised as the need arises.

STRATEGIES AND OBJECTIVES

Strategy No. 1: Provide opportunities for the interaction and professional growth of Association members.

Objectives

- Regularly survey the members to determine their needs.
- Provide conferences, meetings, trainings and events supportive of the members' needs.
- Provide a newsletter and other communication opportunities.
- Develop and support appropriate member education programs.
- Use state of the art information technology.

Strategy No. 2: Build an active membership.

Objectives

- Promote the value of Association membership.
- Attract new members.
- Increase member retention.
- Provide opportunities for those normally not involved.
- Encourage committee activity within the Association.
- Encourage Association members to participate in Federation committees.

Strategy No. 3: Promote public understanding of the value of water quality and water resources.

Objectives

- Promote and participate in water quality related public education activities.
- Partner with public education-oriented organizations to promote the value of water quality and water resources.

Strategy No. 4: Provide educational information for environmental policy formation.

Objectives

- Become an acknowledged resource for decision makers.
- Provide technically sound information to legislators and regulators.
- Be proactive in the education process regarding future legislation and regulations.

Strategy No. 5: Build alliances and exchange information with individuals and organizations with related interests.

Objectives

- Identify other organizations with water quality interests and be aware of their missions, plans and goals.
- Work with other water quality organizations to help realize the Association Vision, Strategies and Objectives.

Strategy No. 6: Promote diversity in the types of water quality issues addressed.

Objectives

- Maintain the Association's primary focus in the areas of wastewater collection, treatment and resource recovery.
- Selectively address additional water quality issues related to the Association's primary focus.

Strategy No. 7: Provide the resources necessary to realize the Association Vision, Strategies and Objectives.

Objectives

- Maintain an Annual Planning Committee under the direction of the President Elect to develop an Annual Plan supportive of the Vision, Strategies and Objectives.
- Provide the financial and administrative resources necessary to realize the Annual Plan.
- Activate the Long-Range Planning Committee as necessary to update the Vision, Strategies and Objectives.

VISION STATEMENT

The Water Environment Association of Utah is dedicated to the professional growth of its members and the preservation and enhancement of the water environment.

STRATEGIES

1. Provide opportunities for the interaction and professional growth of Association members.
2. Build an active membership.
3. Promote public understanding of the value of water quality and water resources.
4. Provide educational information for environmental policy formation.
5. Build alliances and exchange information with individuals and organizations with related interests.
6. Promote diversity in the types of water quality issues addressed.
7. Provide the resources necessary to realize the Vision, Strategies and Objectives.

SECTION II. HISTORY OF THE ASSOCIATION

UTAH WATER POLLUTION CONTROL ASSOCIATION
THE FIRST
TWENTY YEARS
1957- 1977

Howard M. Hurst

The Utah Water Pollution Control Association came into being on April 12, 1957, under the name of the UTAH SEWAGE AND INDUSTRIAL WASTES ASSOCIATION. This was accomplished by adoption of a Constitution and Bylaws and election of the following slate of officers:

President - William T. South,
Manager, Salt Lake City Suburban
Sanitary District #1

Vice President - Blaine Liston, Superintendent,
Provo City Sewage Treatment Plant

Secretary/Treasurer - Howard M. Hurst, Sanitary
Engineer, Waterworks Equipment Company

Lynn M. Thatcher, Utah State Sanitary Engineer was subsequently elected during the meeting of May 17, 1957, as Federation Director to represent the Utah Association on the Board of Control of the Federation of Sewage and Industrial Wastes Associations.

At its next annual meeting in Boston Massachusetts the Federation accepted Utah's Constitution and Bylaws on October 6, 1957, and Thatcher was seated on the Federation Board of Control October 10, 1957.

Because of their historical import, a number of documents are reproduced in the Appendix. These include minutes of the meeting of December 6, 1956, when the possibility of forming a Utah association was explored, a copy of the invitation to the organizing meeting and minutes of the organizing meeting held April 12, 1957.

Early Events

In any endeavor there must first be development of an interest and need. The Utah Water Pollution

Control Association was no exception, for in prior years the interest and the need for affiliation with such an organization were centered in a limited few within the state. These were mainly health officials, consulting engineers and equipment suppliers, some of whom had already joined the Federation by affiliation with either the California or the Rocky Mountain Member Associations. In the late 1920's and early 30's, the first sanitary engineers were made available to the State Board of Health through grants from the Kellogg Foundation. The first Utah State Sanitary Engineer was Arthur S. Bedell, honored by the Federation in setting up a prestigious award bearing his name. He in turn was followed by W. H. Larkin and then Leonard H. Male. Bedell and Larkin completed their careers with the New York State Department of Health, and Male with the United States Public Health Service. C. O. Pickel then served briefly until he accepted employment with the Utah office of the Federal Public Works Administration. Lynn M. Thatcher was then employed as State Sanitary Engineer in August of 1933.

Sewage collection systems were constructed in Salt Lake City and Ogden prior to the turn of the century. Others followed in the early 1900's but it was the stimulus and assistance provided by "make-work" projects of the 1930's under the federally funded Public Work Administration (PWA) and Work Progress Administration (WPA) which afforded sewer systems for many more Utah communities. Unfortunately, treatment facilities were nonexistent or in-effective in nature.

Preparations for World War II brought new military installations to Utah and with them came improved methods of sewage treatment. The first modern plant, "Clarigester", followed by a "Biofilter" and secondary clarifier, was installed at

Hill Field in 1940. This was followed by modern secondary plants at Ogden Arsenal, Kearns Overseas Replacement Center and Bushnell General Hospital in Brigham City. War-related industries brought modern sewage treatment also to Geneva Steel, Dragerton (now East Carbon City) and Horse Canyon Mine (Carbon County).

Utah thus had its introduction to modern sewage treatment methods. Next was the task of developing local interest and awareness of the need for adequate treatment of waste being discharged from existing sewer systems, and the need to include treatment in all plans for new systems.

While the subject of adequate waste disposal had been promoted and discussed from time to time in various meetings, it received its greatest stimulus in the mid- 1940's when the Utah Municipal League, at the urging of Tom McCoy, its Executive Director, established a "Water Works and Sanitation Conference" as an ongoing League function. The "Conference", chaired by Lynn M. Thatcher, served as a means of keeping the problems of adequate waste disposal before elected officials and the public for some 30 years to follow.

Also in 1950 the University of Utah held its first "Municipal Water and Sewage Works School", directed by Professor Grant K. Borg. This was an annual University function for the next 22 years, furthering the spread of information regarding proper waste disposal methods.

The first municipally-owned secondary treatment work in Utah was constructed by Nephi City in 1949. This pattern was to be followed in the 1950's by other public entities, both in municipalities and through formation of sewer districts. These were stimulated in part by enactment of the Utah Water Pollution Control Act in 1953, and by federal grants-in-aid for construction of treatment works which were administered by the United States Public Health Service beginning in 1956.

The foregoing events served well to establish the awareness and the interest in proper waste disposal, both of which were necessary to involve growing numbers of public officials, engineers, plant operators, equipment suppliers and the public in general. The time appeared right to then explore possibilities of forming a Utah Association and to affiliate with the Federation. Encouraged by a favorable sample of opinion among those in the sewerage field, William T. South, in December 1956, served as the catalyst to bring interested parties together in a series of three meetings including a presentation at the Municipal Water and Sewage Works School at the University of Utah in February 1957. Those meetings culminated in the formation of the Utah Sewage and Industrial Wastes Association.

A listing of Charter Members of the Association is presented in the Appendix. Several Utah people were already affiliated with the Federation holding membership in neighboring member Associations of the Federation. Since they were soon to become members of the Utah Association it seems proper they also should be considered among the Charter Members.

A complete roster of Association officers is also included in the Appendix. Of interest is the shortened term of office in 1971. It was in this year, as will be mentioned later, that the Association chose to cast its lot in joint annual meetings with the local Intermountain Section of the American Water Works Association, whose annual meetings were held in the fall of the year. Thus, officers were elected at the usual annual meeting of the Association in February and a new slate was later elected during the fall meeting in September of the same year.

Constitution and Bylaws

The Constitution and Bylaws initially adopted by the Utah Sewage and Industrial Wastes Association on April 12, 1957, were of a form recommended by the Federation. The document has since undergone

amendment periodically, reflecting the changing needs of the Association.

On March 11, 1960, the Constitution and Bylaws were first officially amended following a unanimous mail ballot of the membership. Amendments included: 1) a change in the name to the "Utah Water Pollution Control Association" to properly align with a recent change in name of the Water Pollution Control Federation; 2) establishment of member classifications for "Affiliate" and "Dual" members; and 3) revision to the dues structure. The name change for the Federation became effective January 1 1960, a move considered essential to more clearly indicate the broadened scope of activities of both the parent organization and its member Associations. Establishment of "Affiliate" and "Dual" member classifications was considered essential to growth of the Utah Association as evidenced by the fact that three years prior to this amendment, in a meeting held May 17, 1957, the Association adopted a motion to set up the "Affiliate" status. At that time, however, "Affiliate" members were not accepted by the Federation and it was not until January of 1958 that Member Associations were in fact authorized to establish such a membership classification. As defined, "Affiliate Members": 1) would pay reduced dues; 2) must be sponsored by an "Active" member; 3) would be entitled to one vote; and 4) otherwise have privileges of an "Active" member, except: a) the right to hold office in the Association; and b) they would not receive a subscription to the Federation Journal. "Dual" members were those holding an "Active" membership in another member Association, but who also wished to participate in affairs of the Utah Association.

Again, on February 8, 1965, an amendment was adopted providing for the election of three Association Directors who would sit on the Association's Executive Board. This would allow for increased official involvement of the membership and at the same time provide assistance

with an ever-increasing burden of Association affairs. A complete listing of association Directors is in the Appendix.

The Constitution and Bylaws were again amended, rather extensively, on December 16, 1969. These amendments provided for: 1) An office of President-Elect; 2) ballots by mail; 3) "Dual," "Student," and "Life" membership classifications; 4) committee criteria relating to the Bedell and Hatfield awards; 5) criteria relating to UWPCA participation on a joint committee for training of operators; 6) revision of dues; and 7) definition of certain standing committees.

Setting up an office of President-Elect was deemed appropriate in order to allow advance preparation for subsequent presidential duties. Institution of ballots by mail for election of officers became a must to assure all members, particularly those in outlying areas, an opportunity to participate in this vital Association function. With the growth experienced by the Association, the remaining amendments were considered necessary for further definition of certain Association activities.

Membership

Although membership records do not appear sufficiently clear to record Association growth by year, it seems appropriate to at least relate growth from initial years with that in 1975, 1976, and 1977, as follows:

<u>Year*</u>	<u>Active</u>	<u>Corporate</u>	<u>Life</u>	<u>Affiliate</u>	<u>Dual</u>	<u>Student</u>	<u>Total</u>
1957	26		3				29
1958	39		1				40
1959	52		1			4	57
-							
1975	123		4		48	36	211
1976	125		4		31	34	194
1977	132		4	1	38	36	211

*As of December 31.

In explanation, during 1957, the initial year of the Association, several Utah residents were already

affiliated with the Federation through other member Associations and, therefore, were not included in the total. The 1958 and 1959 figures reflect the transfer of these memberships which were acquired.

Totals for 1975, 1976, and 1977 indicate the Association has enjoyed a substantial and healthy growth over the years.

Meetings

Since its inception, the Utah Water Pollution Control Association has actively participated in meetings furthering the cause of proper waste disposal, utilizing every opportunity to improve the state of the art and the lot of those associated in this endeavor.

An invitation to become one of the sponsors of the Utah Municipal League's Water Works and Sanitation Conference was readily accepted in September of 1958.

The first annual meeting of the Association (following its organizational meeting of April 12, 1957) was held February 10, 1958, at the University of Utah in conjunction with the "Municipal Water and Wastewater Works School" conducted by Professor Grant K. Borg. The Association participated as a sponsor of the "School" and held its annual meetings concurrent therewith through February of 1971. For quite a number of years following its formation, the Association held bimonthly member meetings, with programs of timely topics and plant tours.

In discussions with officers of the Intermountain Section of AWWA, the Association elected to join that organization for combined annual meetings. A major incentive was that many were members of both organizations, and the projection of increased attendance at a single meeting seemingly would permit greater opportunity for program enhancement. The first joint meeting was held in Provo in September of 1971. This created

a mild problem for UWPCA since new officers had just been elected in February, now to be replaced after a rather short tenure. This was accepted, however, as part of the price for anticipated benefits of the joint venture. The second joint meeting was held in Burley, Idaho, in September of 1972, and the third at Snowbird (Little Cottonwood Canyon), in September of 1973. Problems in holding these joint meetings soon surfaced for UWPCA. First, a boundary difference, since the Intermountain Section also embraced southern Idaho and eastern Nevada. Second, and most important, was the fact that fall meetings conflicted with the annual Federation meetings which were scheduled in early October of each year. The Association was thus faced with insufficient time to complete necessary business prior to required Federation action. A decision was then made that the Association would hold annual meetings on its own in April of each year, beginning with 1974.

Training

Early wastewater training efforts were those conducted by the Water Works and Sanitation Conference, beginning in the mid 1940's, chaired initially by Lynn M. Thatcher, and then starting in 1950, by the Municipal Water and Wastewater Works School, under direction of Professor Grant K. Borg. Program material covered the broad spectrum of subjects for all having an interest in the field of waste collection and disposal, in addition, of course, to water works subjects.

Following formation of the Association, in-service training was carried out at Salt Lake City Suburban Sanitary District #1 by Emil Meyer; at Central Weber Sewer Improvement District by Marland L. (Mark) Davidson; at Weber State College by Sheldon P. Hayes and Herschel

C. Hester III; and during the spring of both 1959 and 1964, short courses for wastewater plant operators (covering a period of eight weeks) were conducted

by UWPCA at the University of Utah. Also, in January 1964, Utah State University (USU) initiated an annual Management Institute for Water and Wastewater Districts and Municipalities, in which UWPCA served as one of the co-sponsors. On August 10-11, 1967, USU conducted "A Symposium on Pollution Control of Industrial Wastewaters", again with UWPCA serving as one of the co-sponsors.

A "Utah Water and Wastewater Training Program", with UWPCA as one of four co-sponsors, was conducted November 1 to December 15, 1967, consisting of ten 3-hour sessions. The course was repeated November 1 to December 20, 1968, with eight 3-hour sessions, but was later discontinued in favor of an operator training program subsequently to be jointly sponsored by UWPCA and the Intermountain Section of AWWA.

At the 1969 Water Works and Sanitation Conference, the Utah Water Pollution Control Association and the Intermountain Section of AWWA were urged to accelerate efforts relating to training for operators. Funds were offered at the conference for the initiation of such a program. Representatives of the two associations met on May 13, 1969 and set up a Utah Water and Wastewater Joint Training Committee, consisting of seven members from each of the parent associations, with a charge to organize a program of training for water and wastewater works operators.

A draft set of "Guidelines" under which the committee would function was prepared and submitted to the parent associations in September for consideration and approval. On October 1969, each association was given \$663.70 (\$1,327.40 total), which was turned over to the Joint Training Committee for use in establishing its training program. Beginning in 1970 the committee conducted annual training sessions, except for 1975 when a ruling by the United States Department of Labor dictated that employees enrolled in training sessions of this nature must be paid by their employers for the additional hours (beyond the 40-

hour) devoted to training. The problem was overcome after arrangements were made with Utah State University, an accredited educational institution as required by the Department of Labor, to serve as sponsor for the committee and its activities. Annual training sessions were then resumed in 1976.

In 1971, the Utah State Division of Health carried out an "On-The-Job Training Program for Wastewater Treatment Plant Operators" under a grant from the United States Environmental Protection Agency. Anthony J. Lauricha was recruited from California to conduct the program which covered a period of 44 weeks and provided 330 hours of classroom instruction plus 71 hours of on-the-job training for 21 students selected from 13 municipalities and districts in the state. Governor Rampton awarded diplomas to the 21 graduates on December 13, 1971. The course proved highly successful and was repeated in 1972-73 with Dr. Robert A. Gearheart, Utah State University, conducting. Twenty-three operators, representing 14 plants, graduated from this second course August 24, 1973. Lack of funding prevented continuation of the On-The-Job Training Course.

Realizing the importance of skillful plant operation and continuous attention to operator advancement, the State Division of Health in 1974 established a Public Health Engineer position concerned primarily with operator training and employed Stephen E. Moehlman to fill the spot. Further events regarding operator training are detailed by Moehlman in "History of Wastewater Training in Utah", which was printed in "Proceedings of the Utah Water Pollution Control Association", April 21-22, 1977.

In addition to the foregoing training opportunities, it is noteworthy that several operators within the state have availed themselves of the opportunity for further self-advancement through enrollment in various correspondence courses geared primarily to wastewater treatment.

Certification

The matter of operator certification was first given official attention in September 1960 when a committee consisting of Win Templeton, Chairman, Grant K. Borg, William C. Hague, Tom McCoy, Emil Meyer, and Lynn M. Thatcher was appointed from the Water Works and Sanitation Conference and UWPCA to study certification of water and sewage works operators, an action which received the unanimous support of UWPCA in its business meeting of September 17, 1960.

In September 1961, a report titled, "Recommendations of Committee on Certification of Water and Sewage Works Operators," was presented to the Conference by Mr. Templeton, recommending: 1) establishment of a Voluntary Certification Program; 2) formation of a "Utah Board on Voluntary Certification of Water and Sewage Works Operators"; 3) Board composition to be as follows: Utah Water Pollution Control Association - one member; Intermountain Section of AWWA - one member (from Utah); Utah Municipal League - one member; Division of Sanitary Engineering, State Board of Health - one member; University of Utah, Department of Civil Engineering - one member; and 4) prompt selection of each agency representative in order that the Board could proceed with a certification program.

The Association voted on September 16, 1961 to support the Voluntary Certification Program and named Emil Meyer as its member of the Board. Board membership was subsequently expanded to accept two members each from UWPCA and the Intermountain Section of AWWA.

In late 1965, the Certification Board then consisting of Grant K. Borg, University of Utah, Chairman; Lynn M. Thatcher, State Health Department; Bennie Schmielt, Utah Municipal League; Emil Meyer and Lloyd S. Mulvey, UWPCA; and Charles R. Weir and Leonard G. Brennan, Intermountain Section, AWWA, announced details of the Voluntary

Certification Program and dates for operator examinations, as follows: February 8, 1966 - for Grade IV only; September 1966 - for Grades III and IV; February 1967 - for Grades II, III, and IV; and February 1968 - for all Grades (I through IV).

While Board representation from UWPCA and AWWA changed over the years, Borg, Schmielt, and Thatcher have rendered continuous service. All who have served on the Certification Board, including Lyla Ray as secretary, are deserving of highest commendation for the many hours of intensive effort contributed to making a success of the program. Particularly noteworthy is the extraordinary contribution of Professor Grant K. Borg in preparation, conduct and grading of certification examinations, plus a dedicated interest in assuring its continued success.

The Certification Program has progressed well since its launching, and as of 1977 reportedly some 80 people take the exams each year. Currently 163 operators are certified in wastewater and 122 in waterworks.

Mandatory operator certification has been a subject of frequent discussion in recent years. A bill introduced in the 1975 general session of the Utah Legislature provided for setting up a mandatory certification program under State Division of Health statutes. The bill was withdrawn, however, following written objections from some in the water works industry. As of 1977, therefore, mandatory certification remains in the "talk" stage.

Awards

In addition, to participating in awards established by the Federation, the Utah Water Pollution Control Association, in 1973, adopted criteria for various Association awards as a means of recognition for meritorious service or outstanding performance of its members. Names of awardees are listed in the Appendix, while the following briefly describes the basis for each award.

Federation Awards

Philip F. Morgan Medal - awarded for in-plant study and solution of a significant problem.

Harrison Prescott Eddy Medal - awarded for outstanding research contributing to an important degree to the existing knowledge of the fundamental principles or process of wastewater treatment, as described and published in the Federation Journal.

Quarterly Century Operators' Club - an informal group comprised of members who have been engaged in wastewater plant operation, on a full-time basis, 25 years before the date of admission in the Club.

Membership Increase - annually awarded to the member association showing the largest percentage increase in membership.

Life Member - awarded, upon application therefore, to a person who has been an Active Member for 35 years.

Arthur Sidney Bedell Award - awarded for outstanding service in the sewerage and wastewater treatment works field, as related particularly to the problems and activities of the

member association (Utah awards at 3-year intervals).

William D. Hatfield Award - awarded to recognize operators of wastewater treatment plants whose performance has been outstanding and who have demonstrated distinguished professionalism (Utah awards at 3-year intervals).

Federation Directors' Plaque - awarded to each member Association's Federation director upon completion of the term of office (Utah awards at 3-year intervals).

Association Awards

Outstanding Operator - awarded to a member for extraordinary performance, both in plant operation and in community activities.

Best Operated Plant - awarded to a plant for excellence regarding effluent quality, housekeeping and maintenance schedule.

Outstanding Plant Safety - awarded to a plant for extraordinary effort to promote and achieve an outstanding record of safety.

Appendix
Utah Water Pollution Control
Association The First Twenty Years
1957-1977

John Nielsen
Fmn. Pump Plant
1424 So. 3rd E., SLC

Mr. South presided and called the meeting to order at 7:40 p.m. after which each person present was asked to rise and introduce himself.

Mr. South explained the desirability of grouping together for mutual benefit of training, education and assistance in the collection, treatment and disposal of sewage and industrial wastes. He cited advantages to be gained from joining the Federation of Sewage and Industrial Wastes Associations (FSIWA) and advocated that application for a local section be made. He stated the cost for membership would be \$5 per person, which would entitle the member to receive the official monthly journal of the Federation plus any publications of the local section. Mr. South explained that such an action would require cooperation of city officials, State Department of Health, University of Utah, Utah Municipal League and commercial firms. Each of those in attendance was requested to offer his views on the subject.

Mr. Thatcher, speaking for the Waterworks and Sanitation Conference and for the Bureau of Sanitation, State Department of Health, said he felt there would be no conflict with the conference and felt that joining the FSIWA would be most beneficial to all interested in this subject. Whether a local section should be organized at this time or whether association should be made with either the existing Rocky Mountain or California section could be decided at a later date.

Professor Borg said he felt there would be no conflict with presently organized groups and assured everyone the University of Utah was wholeheartedly in favor of any movement that would serve to further educate and enlighten those in this field. Regarding publications he recalled that printing and distribution of proceedings of the annual Water and Sewage Works School had met with much favor.

Mr. Eck expressed the feeling that manufacturers would heartily concur in formation of a section.

Mr. Bell and Mr. Meyer, speaking as plant operators, felt association with others in this field through such an organization plus the additional benefit derived from receiving the publication each month would be most helpful. They felt operators should meet at frequent intervals to maintain interest.

The above comments were representative of opinions expressed by the others present. Considerable discussion followed regarding the advisability of forming a local section or in the initial stages to join either the Rocky Mountain or California Section and to later consider formation of a local section. Several expressed the opinion that association with the California section would provide most benefits because of the publications distributed by that group and further because of its progressive nature.

Mr. South advised he would write the National organization, also the Rocky Mountain and California Sections for information regarding membership and that he would report at a special business meeting to be held during the forthcoming Water and Sewage Works School in February 1957.

A short discussion of operational problems followed, after which the meeting adjourned. Minutes prepared by H.M. Hurst.

UTAH SEWAGE AND INDUSTRIAL WASTES

ASSOCIATION CHARTER MEMBERS

April 12, 1957

*Thomas C. Adams+	Consulting Engineer	Salt Lake City
Roy M. Bell	Plant Supervisor	South Salt Lake City
Troy D. Black	Superintendent Public Works	Moab
George P. Boskovich+	Plant Foreman	Midvale
Jay B. Conder	Plant Superintendent	American Fork
Kenneth E. Fiels	Salesman, Fischer & Porter Co.	Salt Lake City
Lyle S. Ford	Prop. Bacto-Chemical Lab.	Salt Lake City
Marion G. Hegsted+	Branch Chief Utilities Operation	Hill AFB
Howard M. Hurst+	San. Eng., Waterworks Equip. Co.	Salt Lake City
Vaughn S. Jeffs	Chief Utilities Operation	Hill AFB
Henry P. Jones	Partner, J. Henry Jones Co.	Salt Lake City
Howard B. Kelly	Plant Superintendent	Brigham City
Blaine Liston+	Plant Foreman	Provo
Thomas J. Lux+	Plant Supervisor	Lehi
Keith Maloney+	Plant Superintendent	Tooele
Art V. Maxwell	Nielsen, Reeve & Maxwell Eng.	Bountiful
Tom McCoy+	Exec. Dir., Utah Municipal League	Salt Lake City
Emil Meyer	Plant Supt. SLC Sub. San. Dist.	Salt Lake City
Maurice N. McKendric	Engineer, Waterworks Equip. Co.	Salt Lake City
Frank L. Nielsen	Sales Engineer Armco	Salt Lake City
*C.E. Painter+	V.P. & Cons. Eng. Waterworks	Salt Lake City
*Leonard Wm. Poole+	Partner, Salt Lake Sanitary Co.	Murray
Richard E. Rose, Sr.	Plant Operator, SLC Sub. San. Dist.	Salt Lake City
*William T. South+	General Mgr., SLC Sub. San. Dist.	Salt Lake City
Harold A. Smith	Plant Superintendent	Pleasant Grove
Alton H. Sorensen+	Partner, Caldwell, Richards & Sorensen, Engineers	Salt Lake City
*Lynn M. Thatcher	Chief Engineer., Utah State Dept. of Health	Salt Lake City
*Win Templeton+	Partner, Templeton & Linke Engineers	Salt Lake City
Grant Whitehead	Superintendent of Public Works	Springville
Del Wolfley+	Salesman, Dry Chemical Pacific	Murray
John J. Zunde+1	Supt. Industrial Wastes Plant	Hill AFB
Wayne K. Wiscomb	Engineer, Wayne Wiscomb Company	Salt Lake City

* - Denotes Federation Membership Prior to 4/12/57

+ - Deceased

**WATER ENVIRONMENT ASSOCIATION OF
UTAH THE NEXT TWENTY YEARS
1978-1998**

Thomas A. Holstrom

In the late 1970's, the UWPCA had grown to 211 members, including 36 student members and 38 affiliate members. During this period, the Water Pollution Control Act of 1972 (PL92-500) had resulted in establishment of the Construction Grant Program which poured significant amounts of federal funds into wastewater treatment works throughout the country. The infusion of federal funds into Utah resulted in the completion of Section 208 Water Quality Management Plans, and Section 201 Wastewater Treatment Facility Plans, for subsequent construction.

UWPCA, having separated from the joint AWWA Conference in 1974, continued to conduct a timely annual meeting in April of each year. The swelling membership, comprised of public agency officials, consultants, equipment suppliers, and academicians, was challenged by the development and implementation of a wider array of wastewater treatment technologies. To meet this challenge, members of the academic community, including LaVere B. Merritt of Brigham Young University, and Norm Jones and Joe Middlebrooks, from Utah State University, were instrumental in enlarging the scope and reach of the Association. Members Stan Klemetson, and Lynn Wallace, from BYU, along with Dan Philip of the State Bureau of Water Pollution Control aided in the transfer of technical information through publication of the Annual Meeting Proceedings and the quarterly "Digested News" newsletter.

In the early 1980's, the Association assumed a higher public profile. During the presidential tenure of Jay Pitkin, the Association received public recognition by awarding Governor Scott Matheson the Association's Public Servant Award. Governor Matheson, a former member of the State Water Pollution Control Board, was active in water issues and supportive of water pollution control programs.

Mandatory operator certification, once again, became a topic for review. A committee, chaired by Jim Faulkner, began to work on a mandatory operator certification program; not knowing at that time that mandatory certification legislation would not be passed until 1991.

The early 1980's saw UWPCA raise its profile with the Federation. Membership growth increased and UWPCA received the Federation's second place award for membership growth through the hard work of Membership Committee Chairman, Bob Sperling. Bill Luce, Garth Morgan, and others began work to nominate Salt Lake City as the site of a WPCF national convention. Their effort culminated in Salt Lake City receiving the bid in 1985 for the 1993 convention; but hopes were dashed when the Federation later withdrew the bid because of the concern of the lack of sufficient exhibit space in Salt Lake City. The Association's national exposure was also reflected by Congressman Dan Marriott's acceptance to serve as the luncheon speaker for the 1982 Annual Meeting.

During the early 1980's, an Officer's Manual Committee, directed by William A. Luce, and contributing authors Howard M. Hurst and LeVere

B. Merritt, created an Officer's Manual to help organize and direct activities of the Board of Directors for the Association. The manual included the Association's Articles of Incorporation and Bylaws, along with charges and guidelines for the following 15 committees of the Association:

1. Auditing
2. General Awards
3. Membership
4. Student Activity

5. Annual Meeting
6. Legislative and Government Affairs
7. Public Education
8. Technical Program
9. Exhibits
10. Certification/Training
11. Wastewater Collection Systems
12. Newsletter
13. Industrial Pretreatment
14. Laboratory
15. Nominating

The Officer's Manual also presented helpful information related to the Annual Conference, calendar of events, Association budget, and annual awards criteria. Other Association members involved in preparation of the Association's Articles of Incorporation, revised Bylaws, and manual review, included James E. Charnholm, Douglas D. Drury, Keith Dymock, Garland J. Mayne, and Michael Mazuran.

The remainder of the 1980's saw significant wastewater treatment plant construction throughout the state. The projects included major wastewater treatment plant construction at Central Valley and South Valley in Salt Lake County; Brigham City, Hyrum, Timpanogas, Central Davis Sewer District, South Davis County Sewer Improvement District, Vernal, Roosevelt, Heber City, St. George, Cedar City, Moroni, and many other communities throughout the state. The Association remained instrumental as a source of technology transfer related to effluent permit limits, bio-solids treatment and disposal, industrial pretreatment, etc. Emerging technical applications surrounding bio-solids treatment and reuse, wastewater reuse, and non-point source control became topics for conferences in the late 1980's. Membership in the Association continued to grow reaching nearly 300 by 1990, reflecting the wider scope of water pollution control activities embraced by the Association.

In 1988, the Federation conducted a fund-raising campaign to provide for construction of the WPCF headquarters building in Alexandria, Virginia. The Utah Association and its members, under the Chairmanship of Jay Pitkin, contributed over

\$6,000 to the campaign.

Prior to 1991, the Association had routinely altered the location of its Annual Meeting between northerly locations in Park City, Salt Lake City, and Provo; and the City of St. George in the south. In 1991, the Association had outgrown the exhibit space at its usual St. George conference site. The Association retained the larger Dixie Center Convention facility, a venue that has proven so successful that only one other conference in the 1990's was held elsewhere (Park City).

In 1992, the Water Pollution Control Federation changed its name to the Water Environment Federation to more broadly reflect its mission in the global water environment. The Federation also embarked on a visioning process to develop a vision and strategies to meet its desired global objectives in the Water Environment field. Likewise, the Utah Association changed its name from the Utah Water Pollution Control Association to the Water Environment Association of Utah in June 1993, following an affirmative vote of the general membership at the 1993 Annual Meeting. Establishment of a Water Reuse Task Force/Committee, an Industrial Pretreatment Committee, and Bio-Solids Committee served to expand participatory opportunities for the Association's membership.

The 1993-94 tenure of Oren D. Hopkins included more than the June 1993 Association name change. The Association's membership had grown to over 320 members and the Association's growing bank account dictated that a budgeting process and working capital reserve be established. The 1994 Annual Meeting brought a revision to the Association Bylaws, increasing the number of Board Directors from three to four, each serving two-year terms, with two Board Directors elected each year. Reed Fisher was appointed to serve as the Board Director to fill the newly created office. The 1994 Annual Meeting also included a presentation of the final Association vision by Bill Luce. The adopted vision is as follows: "The Water Environment Association of Utah

will be a leading organization dedicated to the preservation and enhancement of the water environment and the professional growth of its members”.

Mandatory operator’s certification legislation passed in 1991. The Association responded by working with the state and local vocational/technical institutions to establish an operator training program. In 1994 approximately \$7,000 was turned back to the Association from the State with the provision that it be spent for future training activities. The Association has purchased training manuals and used the ABC Operator’s Training Program; but is still trying to establish an operator’s program that reaches all geographic areas in the state.

October 1994 marked the first year the WEAU sent a team to the WEF Tech Operators Challenge. The team performed well, but did not overcome the “big-city professionals”.

One of the Association’s vision strategies was to cooperate with other water related organizations and agencies. President Bill Farmer promoted this strategy by holding a joint Emergency Preparedness Seminar with AWWA Intermountain Section in August 1994. Mr. Farmer also directed the Water Reuse Task Force, which culminated in January 1995 with establishment of Utah Water Quality Board rules regulating water reuse. This partnering effort involved state agencies, county health departments, academia, POTW’s, engineering consultants, and water and wastewater associations. The WEAU Laboratory Committee prepared a position statement of the National Laboratory Accreditation Program. The committee continues to follow this important initiative.

The Association’s 1996 Annual Meeting, held at the Dixie Center in St. George, provided for an expanded exhibitors venue. Nearly 60 exhibitors attended (almost twice previous exhibitor attendance). President Jim Faulkner lauded improved exhibitor attendance and resultant exhibitor fee infusion into the Association’s annual budget.

1997 marked the 40th Anniversary of the Water Environment Association of Utah. The Association continued to promote member volunteerism and committee activism. The 1997 Annual Meeting was the first to employ pre-conference and post-conference workshops on specific wastewater and water environment issues. President Tom Holstrom presented a special certificate to the 10 living charter members who helped found the Association in 1957. Association membership totaled 347.

SECTION III. ARTICLES OF INCORPORATION

SECTION III
ARTICLES OF INCORPORATION
WATER ENVIRONMENT ASSOCIATION OF UTAH

We, the undersigned persons, being over the age of twenty-one (21) years, having associated ourselves together for the purpose of forming a non-profit corporation under the Utah Non-Profit Corporation and Co-operative Association Act, and for the purpose of acting as the incorporators of said non-profit corporation, hereby adopt the following Articles of Incorporation:

ARTICLE I

Name

The name of the corporation is WATER ENVIRONMENT ASSOCIATION OF UTAH, hereinafter designated "Association" or "Corporation".

ARTICLE II

Duration

The duration of the corporation is perpetual.

ARTICLE III

Purposes

This association is exclusively for charitable, religious, educational, and scientific purposes under section 501(c)(3) of the Internal Revenue Code.

The purposes of this corporation include, but are not limited to, the following:

- a. The advancement of fundamental knowledge of the water environment, its basic qualities and the physical laws governing its interaction with other aspects of the environment and with the aesthetic, economic and biological needs of the earth's inhabitants;
- b. The advancement of practical knowledge in the technology, design, construction, operation and management of water quality control systems and facilities;
- c. The increased understanding of the nature and function of the earth's natural waterways, surface, subsurface and atmosphere, and encouragement and promotion of action necessary to preserve and enhance them; The implementation of the objectives previously stated through an exchange of information and experience among its members and other interested persons by an annual meeting of its members, affiliation with the Water Environment Federation, hereinafter designated "Federation", and participation in the activities of that organization;
- d. The publication and distribution of information relating to the water quality control field;
- e. The promotion of public understanding and the encouragement of sound regional policy in matters relating to the water quality control field;
- f. The improvement of the professional status of all personnel engaged in any aspect of the water quality

control field including but not limited to the design, management and operation of water quality control systems;

- g. The stimulation of public awareness of the relationship of water resources to the general public welfare and the need for preservation and reuse of water resources;
- h. In general, to do all things required to effect and carry forward the purposes of the corporation, provided that these activities shall not be in conflict with the provisions of Section 501.(c)3 of the Internal Revenue Code of 1954, as amended, (or the corresponding provisions of any future United States Internal Revenue Code);
- i. No part of the net income of the corporation shall inure to the benefit of, or be distributable to, its members, Directors, officers or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in the furtherance of the purposes set forth above. No substantial part of the activities of the corporation shall be carrying on of propaganda, or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in (including the publishing or distribution of statements) any political campaign or on behalf of any candidate for public office. Notwithstanding any other provisions of these Articles, this corporation shall not, except to insubstantial degree, engage in any activity or exercise any powers that are not in the furtherance of the purposes of this corporation.

ARTICLE IV

Members

The corporation shall have members and classes of members consisting of persons interested, participating or involved in any of the purposes of the corporation outlined above in Article III. Memberships, classifications, and rights and duties incidental to such membership shall be as defined and established in the Bylaws of the corporation.

ARTICLE V

Board of Directors

The corporate powers of this corporation shall be vested in and managed by a governing board designated as the Board of Directors, consisting of not less than three (3) trustees designated as Directors. The initial Board shall consist of nine (9) Directors. The members of the Board of Directors shall be elected by the members of the corporation in a manner and for such terms as may be provided in the Bylaws, and members of the Board

of Directors not be re-elected for subsequent terms without restriction except as provided in the Bylaws. The Board of Directors shall be empowered to do such acts as may be found necessary for the proper administration of the affairs of the corporation. The number of Directors may be increased or decreased from time to time by amendment of the Bylaws. Any vacancy occurring in the Board of Directors may be filled by the affirmative vote of a majority of the remaining Directors. All members of the Board of Directors shall be active members of the Association as defined in the Bylaws. The names and offices of the first Board of Directors are set forth below, and said Directors shall serve until their successors shall have been elected and qualified.

- Keith Dymock - President
- William A. Luce - Past President
- James H. Reynolds - President-Elect
- Jack H. Petersen - Vice President
- Jay B. Pitkin - Federation Director
- J. Thomas Jacobs - Secretary/Treasurer

Frank A. Rueckert - Association Director
Deborah J. Horton - Association Director
Jon M. Coombs - Association Director

ARTICLE VI

Meeting of Members

An annual meeting of the corporation shall be held each year. The exact time and place of the meeting shall be determined by the Board of Directors. Special meetings of the members may be called by the President, or by the Board of Directors or by members who have a right to cast one-third (1/3) of the votes entitled to be cast at a meeting of members. Notice of meetings shall be given as provided in the Bylaws.

ARTICLE VII

Officers

The officers of this corporation shall be a President, immediate Past President, President Elect, Vice President, two (2) WEF Delegate, four (4) Association Directors, Association Secretary, Association Treasurer, and Professional Wastewater Operator (PWO) Representative. Each officer shall be a voting member of the Board of Directors, shall be elected as the Board of Directors and shall serve for a term stipulated in the Bylaws. The Board of Directors may appoint or elect such other officers as it may deem necessary for the proper conduct of the business and affairs of the corporation and the accomplishment of the purposes and aims of the corporation.

In the absence of Treasurer, the Deputy-Treasurer will be able to vote. In the absence of the PWO Representative, the PWO Representative-Elect will be able to vote. In the absence of a WEF Delegate, the WEF Delegate-Elect will be able to vote.

ARTICLE VIII

Indemnification

The private property of the incorporators, members, Directors and officers of this corporation shall be forever exempt from its debts and obligations. The corporation shall indemnify any Director or officer of the corporation against expenses actually and necessarily incurred by him in connection with the defense of any action, suit or proceeding in which he is made a party by reason or being of having been such Director or officer, except in relation to matters as to which he shall be adjudged in such action, suit, or proceeding to be liable for negligence or misconduct in the performance of his duty; provided, however, such provision of indemnification shall not be determined exclusive of any other rights or reimbursement for expenses to which such Director or officer may be entitled under any Bylaws, agreement, or vote of the governing Board of Directors, or otherwise.

ARTICLE IX

Amendments

- a. Amendment to these Articles may be proposed by a majority of the Board or through it, on petition of

twenty (20) of the Active Members of the Association. The Secretary shall send notices and complete text of a proposed amendment, on the instruction of the Board, to each Active Member at least thirty (30) days before it is to be voted upon.

- b. Amendments to these Articles may be made by a two-thirds affirmative vote of the Active Members present at the annual meeting, notice of the proposed amendment having been sent by the Secretary to each member not later than thirty (30) days in advance of the meeting at which said amendment is to be voted upon. A proposed amendment may also be distributed by the Secretary to each Active Member for the purpose of voting upon by ballot. The ballot shall be returned not later than thirty days following the distributed of the proposed amendment. A two-thirds affirmative vote of the letter ballots cast is required for adoption. When amendments have been acted upon favorably by the Association membership, they shall take effect immediately.

ARTICLE X

Dissolution

Upon the dissolution of this organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.

ARTICLE XI

Initial Principal Office

Location and street address of the initial principal office of the corporation is 4108 State Office Building, P.O. Box 45500, Salt Lake City, Utah, 84145-0500. This office may be changed at any time by the Board of Directors without amendment of the Articles of Incorporation.

SECTION IV: BYLAWS

**SECTION IV BYLAWS OF
WATER ENVIRONMENT ASSOCIATION OF
UTAH**

ARTICLE I

The name of the corporation is WATER ENVIRONMENT ASSOCIATION OF UTAH, hereinafter designated "Association" or "Corporation".

Purposes of Corporation

In accordance with the general purposes stated in the Articles of Incorporation, the Corporation shall engage in activities exclusively for charitable, religious, educational, and scientific purposes under section 501(c)(3) of the Internal Revenue Code., and shall generally promote and provide assistance, financial and otherwise, to developing, supporting and increasing research, educational programs and improvements in all phases of collection and treatment of wastewaters, improvement of waterways sanitation and management of water quality matters.

ARTICLE II

Offices

The principal office of the Corporation, hereinafter designated "Association", shall be at Salt Lake City, Utah in the County of Salt Lake, State of Utah. The Association shall have such other offices, either within or without the state of Utah, as the Board of Directors may designate or as the business of the Association may require from time to time. The registered office of the Association required by the Utah Non-Profit Corporation and Cooperative Association Act to be maintained in the State of Utah may, but need not, be identical with the principal office in the State of Utah, and the address of the registered office may be changed from time to time by the Board of Directors. The Association shall be a Member Association of the Water Environment Federation, hereinafter designated as WEF, and shall participate in the activities of that organization. The Constitution and Bylaws of this Association shall be in harmony with the WEF Bylaws.

Geographical Boundaries

The exclusive service area of the Association shall consist of the state of Utah."

ARTICLE III

Membership

Section 1. Membership Classifications, Qualifications, and Privileges

- a. Membership Classes - Shall include all classes of membership designated by WEF and other classes of membership established by the Association.
- b. WEF Membership Classes
 - i. Individual Member – any individual interested in the advancement of knowledge relating to the objectives of WEF.
 - Privileges – Shall have all the rights and privileges granted by the WEF including the right to vote and to hold office as provided for in the WEF Constitution and Bylaws.
 - ii. Group Member – Any group or organization interested in the advancement of knowledge relating to the objectives of the Water Environment Federation.
 - Privileges – Shall have all the rights and privileges granted by the WEF, including the right of its authorized representative to vote, as provided for in the WEF Constitution and Bylaws.

Section 2. Admission. Any person or organization desiring to become a Member of the Association shall make application on the standard (WEF) Membership Application Form. The Association (WEAU) shall make these forms available. Appropriate dues shall accompany the application. Renewal dues shall be payable within one month after a member's anniversary date. There shall be no admission fee. Where there is question of eligibility, the applicant shall be submitted to the Executive Committee, in which a majority vote shall be required for approval.

Section 3. Fees and Dues. The annual dues paid to WEF shall include the Association dues. WEF subsequently reimburses WEAU the Association dues collected. The Board of Directors shall retain the right to adjust the amount retained as needed to meet the financial requirements of the Association.

WEF provides publications to the members as approved by the WEF Board of Trustees. All members shall be entitled to the publications of the Association. Any Member who shall be delinquent in dues for a period of 30 days from the time dues become due shall be notified of such delinquency and suspended from further services. If payment is not made within the next succeeding 30 days, the delinquent Member shall be dropped from the rolls and thereupon forfeit all rights and privileges of membership.

Section 4. Termination of Membership. A Member shall cease to be a member of the Association when such member shall forward a written resignation to the current President of the Association requesting termination of his or her membership in the Association. Any member may be expelled from the Association for good and sufficient reason by a two-thirds (2/3) vote of the Board of Directors. In the event of termination of a membership, regardless of how terminated, the

Association shall not be or become liable for the payment to the member upon such termination of any amount in excess of current annual dues paid by the member.

ARTICLE IV

Meetings of Members

Section 1. Annual Meeting. A regular annual meeting of the members of the Association shall be held at such time and place as the Board of Directors shall determine and fix. The Annual Business Meeting of the Association shall be conducted as part of the Annual Meeting. The meeting format may be in-person or virtual.

Section 2. Special Meetings. Special meetings of the Association for any purpose whatsoever may be held when called by the President, the Board of Directors or by members who have the right to cast one-third (1/3) of the votes entitled to be cast at the meeting of members.

Section 3. Notice of Meetings. Notification of meetings, whether regular or special, shall be provided at least thirty (30) days before the meeting.

Section 4. Quorum. The Members of the Association present in person, after due notice, at any meeting of the members of the Association, shall constitute a quorum for the transaction of any and all business of the Association unless otherwise required by law.

ARTICLE V

Directors

Section 1. Board of Directors. The business and affairs of the Association shall be vested in, controlled and conducted by a Board consisting of Directors. Directors may also be officers of the Corporation. Hereafter the number of Directors may be increased or decreased by resolution of the Board of Directors. As of January 2013, the Board shall consist of the following Directors: President, immediate Past President, President Elect, Vice President, two (2) Federation Delegate(s), four (4) Association Directors, Association Secretary, Association Treasurer, and Professional Wastewater Operator (PWO) Representative. Only Active Members of the Association shall be qualified to serve as Directors. It is the manifest intention of the Association to encourage wide participation on the Board of Directors by the Association members; however, the foregoing is advisory and not mandatory.

Section 2. Nomination, Election and Terms of Directors and Officers. Directors and officers shall be elected from the general active membership of the Association:

- a) At least sixty (60) days prior to each annual meeting, a nominating committee shall be organized comprised of the immediate Past President, or other suitable active member who shall serve as Chairman, the current President and the President Elect. In the event any member of the nominating committee declines to serve, an alternate member will be

selected by the board of directors. The Nominating Committee shall nominate two members each to fill the offices of those Directors whose terms of office will expire on the next annual meeting date. The Nominating Committee shall also nominate at least one member to fill the offices of Vice President, Association Secretary, Association Treasurer and Professional Wastewater Operator (PWO) Elect. The Nominating Committee shall not place the name of any of its members in nomination. If a member of the Nominating Committee is the best fit for the position, the decision shall be taken to the full Board for support. The Nominating Committee cannot nominate a coworker for a board position.

- b) WEF Delegates may be nominated by the nomination committee or may be appointed by the Board of Directors as the Board may desire from time to time.
- c) Members of the Association may also nominate one or more members as candidates for the Board of Directors by submitting to the Secretary such nominations in writing signed by fifteen (15) or more Association members in good standing for the current year. All such nominations must be received by the Secretary no later than sixty (60) days prior to the annual meeting date. Prior to placing any names on the ballot, the Board of Directors shall verify that persons so nominated will serve if elected.

d) Balloting shall be conducted by:

- i. Letter ballots with envelopes for returning marked ballots shall be mailed not later than thirty (30) days prior to the annual meeting to all members with voting privileges. Provision shall be made on the ballot for write-in candidates for each office to be filled. In order to be valid, ballots shall be returned to the Secretary in two sealed envelopes. The inner ballot envelope shall be marked "BALLOT" and bear the signature of the voting member. This envelope shall be delivered to the tellers unopened.

And/or
- ii. Verifiable electronic balloting may be used as a substitution for mailed ballots if approved by the Board. Requirements of section (2)(d)(a) above concerning write-in candidates shall be required.
- e) The polls shall close at a time determined by the Executive Committee which shall be printed on the ballot. The valid ballots of members in good standing shall be counted by not less than three (3) tellers appointed by the President. The candidate receiving the largest number of votes shall be declared elected. A tie vote will be resolved by the flip of a coin. If, for any reason, an annual meeting is not held, or the Directors are not elected thereat, the Directors may be elected at any special meeting of the members held for that purpose.

Section 3. Board of Director Meetings. The President or designee is responsible for calling the regular meetings of the Board of Directors for introduction of officers and the transaction of such other business as may come before the meetings shall be held immediately following the annual meeting of the members of the Association and regularly throughout the year with a minimum of eight meetings a year. Notwithstanding any provisions in these Bylaws, no notice thereof shall be required. Board members shall receive written notification, at least five (5) days prior, of Board meetings via email or other notification procedures. **Section 4. Special Meetings.** Special meetings of the Directors may be held at any time and place at the call of the President, or if he or she is absent, unable to act or refuses to act, by the President- Elect or a majority of the Directors at the time being in office. Said special meetings may be held at any time and place upon waiver of notice of the time and place for holding such meeting signed by all of the Directors of the Association.

Section 5. Notice of Special Meetings. The President or designee shall give notification of the time and place for holding each special meeting, except special meetings held on waiver, at least five (5) days prior to such meeting to each Director of the Association. Unless otherwise indicated in the notice thereof, any and all business of the Association may be transacted at any special meeting of the Directors.

Section 6. Quorum. A majority of the Directors of the Association shall constitute a quorum for the transaction of business. If the Quorum shall not be present at any meeting of the Board of Directors, those present may adjourn the meeting from time to time until the quorum shall be present.

Section 7. Voting. At all meetings of the Board of Directors, each Director is to have one (1) vote.

The act of a majority of the Directors present at a meeting at which a quorum is present shall be the act of the Board of Directors. In the event of a tie vote among the Board of Directors, the decision shall be resolved by the flip of a coin.

In the absence of Association Treasurer, the Deputy-Treasurer will be able to vote. In the absence of the PWO Representative, the PWO Representative-Elect will be able to vote. In the absence of a WEF Delegate, the WEF Delegate-Elect will be able to vote.

Participants may participate in meetings through the use of real-time communications technology and phone or e-mail voting.

Section 8. Vacancies. Vacancies in the Board of Directors, however arising, shall be filled for the unexpired portion of the term by vote of a majority of the remaining Directors.

Section 9. Executive Committee. By resolution of the Board of Directors, the Directors shall designate an Executive Committee of six (6) Directors to manage and direct the ongoing affairs of the Association. Normally the Executive Committee shall consist of the President, immediate Past President, President-Elect, Vice President, Association Secretary, and Association Treasurer. In the event of a tie vote among the Executive Committee, the decision shall be resolved by the flip of a

coin. In addition, the Executive Committee shall have and may exercise all of the authority that is vested in the Board of Directors as if the Board of Directors were regularly convened; except that the Executive Committee shall not have authority to incur indebtedness on behalf of the Association in excess of Five Hundred Dollars (\$500.00). The number of votes of Executive Committee voting members that shall be necessary for the transaction of any business or any specified item of business at any meeting of the Executive Committee shall be four (4).

Section 10. Waiver of Notice. Any Director may at any time waive any notice required to be given under these Bylaws. The presence of a Director in person at any Board of Directors meeting shall be deemed to be such a waiver.

Section 11. Committees. The Board of Directors, by resolution of the Board, may establish such other committees to assist the Association in an advisory or assisting role as it may determine from time to time.

Section 12. Compensation. By resolution of the Board of Directors, the Directors may be paid their expenses, if any, of attendance at any meeting of the Board of Directors or a reasonable compensation for services actually rendered. No such payment shall preclude any Director from serving the Association in any other capacity and receiving reasonable compensation therefore.

Section 13. Duties. The Directors, subject to the provisions of any law, the Articles of Incorporation or these Bylaws, shall have authority and it shall be their duty:

- a) To control and manage the affairs of the Association;
- b) To prescribe and pass upon qualifications and requirements for membership and cause to be issued appropriate certificates of membership;
- c) To select, appoint and remove at will all agents and employees of the Association and to prescribe the duties and delegate such powers to the officers, agents and employees of the Association as may be necessary or required to carry out the business of the Association so long as the same is not inconsistent with these Bylaws;
- d) To authorize annually the expenditure of funds for operation of the Association and for other specific purposes.

To fix the compensation of any and all officers, agents or employees of the Association and to require security for the faithful performance for their duties as it shall be deemed that such security is advisable;

- e) To borrow money and make and issue notes, bonds and other negotiable and transferable instruments, pledges and mortgages, to maintain a bank account or accounts and to do every other act and thing necessary to effectuate the foregoing;
- f) To accept gifts and contributions to the Association upon such terms and conditions as the donor and the Board of Directors shall determine and agree upon.

ARTICLE VI

Officers

Section 1. Designation. All officers shall be Active Members of the Association, located within the State of Utah and in good standing, and shall have been members in good standing for one (1) year preceding their election. The officers of the Association shall be a President, a President-Elect, a Vice President, WEF Delegate(s) to serve on the WEF House of Delegates, four (4) Association Directors, a Secretary, a Treasurer, the immediate Past President, a Professional Wastewater Operator Representative and other officers who may from time to time be elected by the Directors.

Section 2. Term of Office. Officers of the Association shall be elected by the general Active Membership of the Association in conjunction with the Director's election provided for hereinabove, and shall hold office for the term of one (1) year until their successors are duly elected and qualified, except that the Vice President shall automatically become President-Elect for the following year, the President-Elect shall become President for the following year; the President shall automatically become the immediate Past President of the Association for the following year and the PWO Representative elect shall automatically become the PWO Representative for the following year. The Association Treasurer will serve a two-year term. The Deputy Association Treasurer will serve a one-year term and then automatically transition to the role of Association Treasurer, resulting in a total commitment of three years.

All Association Directors will be elected to serve a two (2) year term. Only two (2) of the four Directors' term of office will expire each year, therefore, two (2) Directors shall be elected each year thereafter. The Professional Wastewater Operator Representative shall serve for a term of one (1) year.

The appointment and terms of the WEF Delegate(s) shall be in accordance with procedures established by WEF. The terms of office of Delegates shall be for approximately three years, which terms shall start at the organizational meeting of the WEF House of Delegates following their election or appointment and continue until their successors qualify. An incoming Delegate shall qualify for office upon notification of appointment or election by the Secretary of the Member Association to the Executive Director of WEF.

Section 3. President. The President shall be the chief executive officer of the Association and shall preside at all meetings of the members of the Association and all meetings of the Board of Directors. The President, President Elect, Association Treasurer, and Deputy Treasurer shall have power to sign and execute all contracts on behalf of and in the name of the Association and to sign checks, drafts, notes and orders for payment of money. The President shall execute the general and active management of the business and affairs of the Association subject to the control of the Directors, and shall perform all of the duties usually incident to the office of President.

Section 4. President-Elect. The President-Elect shall have such powers and perform such duties as shall be delegated to him or her by the President. In the absence or disability of the President, the President-Elect shall perform the duties and exercise the powers of the President.

Section 5. Vice President. The Vice President shall have such powers and perform such duties as shall be delegated to him or her by the President. In the absence or disability of the President and the President-Elect, the Vice President shall perform the duties and exercise the powers of the President.

Section 6. WEF Delegate(s). WEF Delegate(s) to be active member(s) of WEF and shall represent the Association in the conduct of business by the WEF House of Delegates.

Section 6.1 WEF Delegate-Elect. The WEF Delegate-Elect serves from the annual conference until the next WEF House of Delegates meeting. During this period, the Delegate-Elect will receive training from the outgoing WEF Delegate and all relevant information from the WEF House of Delegates. This ensures they are fully knowledgeable about WEF operations before their official term begins. The Delegate-Elect is also invited to Association Board meetings and will vote in place of any absent WEF Delegate.

Section 7. Association Directors. The Association Directors shall perform such duties as assigned by the President and shall assist in the direction of all business of the Association.

Section 8. Association Secretary. The Association Secretary shall:

- a) **Serve as an executive officer of the Association, and operate under the general direction of the President and the Board.**
- b) Attend all meetings of the Board, record and distribute the proceedings of such meetings to the Board.
- c) Maintain records of the Association including list of members of the Association.
- d) Perform such other duties as may be assigned by the Board.

Section 9. Association Treasurer. The Association Treasurer shall:

- a) **Serve as an executive officer of the Association, and operate under the general direction of the President and the Board.**
- b) See that all monies due to the Association are collected carefully, without loss, and transferred to proper accounts and custody; see that all expenditures are properly entered in the records of the Association, and the bills and vouchers for their payment are proper and in order; and sign or see to the signing of checks or drafts against funds of the Association, all in accordance with procedures established or approved by the Board.
- c) Provide to the Board of Directors prior to the annual meeting a complete accounting of all income and expenses for the previous fiscal year.
- d) Perform such other duties as may be assigned by the Board.

Section 9.1 Deputy Association Treasurer. The Deputy Association Treasurer shall serve for one year as they are trained by the Association Treasurer on the workings of the Associations finances. They will assist the Association Treasurer on financial documents and duties as assigned. The Deputy Association Treasurer will be invited to all Association Board meetings and will have voting rights when the Association Treasurer is absent.

Section 10. Immediate Past President. The immediate Past President shall have such powers and perform such duties as shall be delegated to him or her by the President.

Section 11. Professional Wastewater Operator's Representative. The Professional Wastewater Operator's Representative shall have such powers and perform such duties as shall be delegated to him or her by the President. He or she shall direct the activities of the Professional Wastewater Operator's Division. The Past Professional Wastewater Operator's Representative shall be available to perform duties as needed to assist the Professional Wastewater Operator's Representative.

Section 12. Professional Wastewater Operator's Representative Elect. The Professional Wastewater Operator's Representative Elect shall have such powers and perform such duties as shall be delegated to him or her by the Professional Wastewater Operator's Representative.

Section 13. Compensation of Officers. The officers shall receive compensation for services rendered as may be determined from time to time by the Board of Directors.

Section 14. Removal of Officers. The Board of Directors may remove any officer by majority vote at any time with or without cause.

ARTICLE VII

Committees

Section 1. Appointment. Except for the Nominating Committee provided for in Article V of these Bylaws, the President, with the approval of the Board of Directors, is empowered to appoint such other committees, and to designate the chairman of each where not otherwise specified, which may be required to advance the best interests of the Association and to enable it to fulfill its purposes.

Section 2. Notice of Appointment. The President shall supply each chairman and committee member with notice of his appointment.

Section 3. Term of Appointment. Committee appointments, unless otherwise specified, shall be for the year, or until a successor is appointed. The term is more specifically defined as the year from Annual Conference to Annual Conference.

Section 4. Accountability. Each Committee, through its Chairman, shall report to the Board Liaison (Director) assigned to their Committee and shall advise regarding policy, procedure or special assignment in its particular field of responsibility for the best interest of the Association.

During their term, each Board Liaison (Director) will be assigned an Executive Committee member to serve as a Board Mentor. This mentorship is designed to offer essential guidance and resources, enabling the liaison to effectively uphold the association's best interests. *Section 5. Vacancies.* In the event a member may be unable for any reason to complete his term of appointment, the resultant vacancy shall be filled in accordance with Section 1 of this Article for the unexpired term.

Section 6. Committee Guidelines. A set of committee guidelines discussing the makeup, organization, authority and responsibilities of individual committees will be developed by the Board of Directors and shall be used in conducting the affairs of the committees.

Section 7. Annual Report. All committees shall present oral and written reports of their activities during the previous fiscal year at the first Board of Directors Meeting following the annual meeting.

Section 8. Committee Dissolution. The President, with the approval of the Board of Directors, is empowered to dissolve committees appointed under Section 1, if the committee has achieved its stated purpose, does not have sufficient member participation, or is no longer providing a benefit to the Association.

ARTICLE VIII

Membership Certificates

Section 1. Form of Certificates. Certificates representing membership in the Association in the form prescribed by the Board of Directors may be issued to each member of the Association.

Section 2. Transferability. No Certificate of Membership issued to any member of the Association shall be assigned or transferred.

ARTICLE IX

Seal

Section 1. Seal. The seal of the Association shall be as follows:

Section 2. Custody of Association Seal. The Association's seal shall be in the custody of the Secretary or such other person as the Board of Directors shall designate.

ARTICLE X

Fiscal Year

The fiscal year shall begin on the first day of July or as otherwise designated by the Board of Directors.

ARTICLE XI

Amendments of Bylaws

Section 1. Initiation. Amendments to these Bylaws may be proposed by a majority of the Board or through it, on petition of twenty-five (25) of the Active Members.

Section 2. Federation Approval. Any proposed changes to the Bylaws shall be submitted to the WEF Bylaws Committee for review and approval prior to adoption by the Association membership.

Section 3. Adoption. Amendments to these Bylaws may be made by a two-thirds affirmative vote of the total membership of the Association present at an annual meeting. The Secretary shall provide notices and a complete list of all amendments, on the instruction of the Board of Directors, to each member at least thirty (30) days before they are to be voted upon. Verifiable electronic notification may be used as a substitution for mailed notices, if approved by the Board. Publication of amendments in the WEAU Newsletter will be considered adequate notification, provided it is sent forty-five (45) days prior to the balloting. A proposed amendment may also be mailed by the Secretary to each Active Member for the purpose of voting upon by letter ballot. The letter ballot shall be returned not later than thirty (30) days following the mailing of the proposed amendment. A two-thirds affirmative vote of the letter ballots cast is required for adoption. When amendments have been acted upon favorably by the Association Membership, they shall take effect immediately.

And/or

The amendments can be posted on the Associations website at least thirty (30) days before they are to be voted upon. An accompanying email ballot will be sent to members to vote on the proposed amendments.

ARTICLE XII

The Association shall indemnify any person who is or has been a Trustee, Delegate, Officer, Committee Member, or Employee (hereinafter "Indemnified Person") of the Association against legal expenses and liabilities reasonably incurred or imposed on the indemnified person in connection with serving the Association. Details regarding limitations of indemnification, procedure, subrogation, surety, applicable law and insurance are in accordance with procedures established by the Board.

ARTICLE XIII

Section 1: Dissolution of the Association make take place with the consent of a minimum of two-thirds (2/3) majority of the members of the Association or such minimum as set forth in the nonprofit corporation law of the state of Utah. (Utah Code 16-6a-1402)

Section 2: In the event of dissolution of the Association, the property and assets thereof, following satisfaction of all obligations and liabilities, shall be disposed of exclusively for the purposes of the Association as determined by the members at a meeting convened for the purpose of dissolution. Notice of dissolution shall be given to WEF within 45 days. If the MA is a 501(c)3, the IRS requires the assets be disposed with another 501(c)3 organization.

THE FOREGOING BYLAWS ARE HEREBY ADOPTED THIS

_____ day of _____, 2025.

BY: _____

ITS: _____ ATTEST: _____

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that I am the duly elected, qualified, and acting Secretary of the Water Environment Association of Utah a corporation; that the above and foregoing are the Bylaws of said corporation as duly adopted at a meeting of the Board of Directors or adopted by vote thereof duly held on the _____.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the seal of said corporation this _____.

SECRETARY _____

THE FOREGOING BYLAWS ARE HEREBY ADOPTED THIS _____ day of _____, 2026 BY:

ITS: _____

ATTEST: