

**SEPTIC TANK PUMPERS ADVISORY COMMITTEE MEETING
JUNE 18, 2010 MEETING MINUTES**

CALL TO ORDER

The Septic Tank Pumpers Advisory Committee Meeting was called to order on June 18, 2010, at 12:00 p.m.

MEMBERS PRESENT:

Conrad C. Eckert, Eckert Services; (Chairman);
Robert Cleveland, A-1 Yellowstone Sewer, LLC, (Alternate Region 3);
Len Hunter, Southwest Septic & Sewer, Inc., (Primary Region 4);
Don Heimbigner, Don's Septic Service, (Primary Region 6);
Carl Kundey, CWS Inc, (Primary Region 7);
Tim McKinley, McKinley Septic & Excavating, LLC, (Alternate Region 7);
Renai Hill, Montana DEQ;
Guest – Kristen Dorris, Montana DEQ/WUTMB Fiscal Manager.

MEMBERS WHO CALLED-OFF:

Kelly Brown, Brown's Septic Service, (Alternate Region 5);
John Goff, Quality Septic & Vacuum Service, (Primary Region 2);
Julie Lethert, Broadwater County (Alternate County Sanitarian Representative).

MEMBERS NOT IN ATTENDANCE:

John Hazen, GWWS, Inc; (Alternate Chairman);
Blaine Rogers, Doorbust'n Portables & Septic Service, LLC, (Primary Region 1);
Perry Dolphay, Perry's Septic Pumper, (Alternate Region 1);
Jamie Hillman, Jim's Backhoe & Septic Service, (Alternate Region 3);
Frank Laverell, Laverell's Inc., (Alternate Region 3);
Wade Stout, Badger Pass Septic Service, LLP, (Alternate Region 4);
John Tveit, Ready Freddy, Inc., (Alternate Region 5);
Dale Jacobsen, J & S Horizons, Inc., (Alternate Region 5);
Ken Wheeler, Kenneth E. Wheeler, (Alternate Region 6);
Craig Caes, Gallatin County (Primary County Sanitarian Representative).

APPROVAL OF MINUTES FOR May 21, 2010 MEETINGS

Conrad Eckert - Chairman asked for any changes to the draft minutes. A motion to approve the May 21, 2010 minutes was made by Don Heimbigner and seconded by Len Hunter. The motion carried and the May 21, 2010 minutes were approved.

DISCUSSION ITEM:

1. *Enforcement Update:* Renai Hill answered questions regarding the open enforcement case for operating without a license. The case remains open; Enforcement, Legal, the Solid Waste Program, and the Septic Tank Pumper Program had a conference call with the pumper business. The pumper stated that he wanted to rectify this issue and agreed with issues discussed during the call. Legal would send out a Stipulation Order to include conditions from Enforcement and the Pumper Program. If he fails to

abide by the conditions of the Stipulation Order then everything reverts to the original order and penalties. The pumper business is now licensed to conduct business.

2. 2011 STP Training and Tradeshow:

- a. Conrad Eckert discussed vendors for the tradeshow. John Goff provided Renai Hill two vendors for the vendor list, Arken Septic Scrub and Armal Toilets.
- b. The four proposed venues were presented in a slideshow by Renai Hill. The presentation had floor plans, photographs of the interior and exteriors of the facilities, amenities provided, dates available, insurance concerns, equipment, food, and a cost break down for each.

Site One – Lewis & Clark County Fairgrounds/Exhibit Hall.

Site Two – Billings Metro Park/Montana Pavilion.

Site Three – Montana ExpoPark Great Falls/Trades and Industries Building, Atrium Building, Fine Arts Building, and the Family Living Center.

Site Four – Helena Red Lion Colonial Hotel.

The members present reviewed and discussed each facility presented and then took a vote. The Committee members voted for the Red Lion Colonial Hotel in Helena as the venue for the 2011 STP Training Conference and Tradeshow. The committee determined the facility would provide the required space and amenities at a better price for the first tradeshow. The conference and tradeshow will be held on April 22, 23, and 24, 2011.

Meeting Room Cost:

Date	Start Time	End Time	Function	Room	Setup	Agr	Room Rental
4/22/2011	8:00 AM	5:00 PM	Meeting	State / Capitol	Classroom	130	\$ 400.00
4/22/2011	8:00 AM	8:00 PM	Exhibits	Ballroom	Exhibit Tabletop	50	\$.00
4/22/2011	12:00 PM	1:00 PM	Lunch	Natatorium	Rounds	130	
4/23/2011	8:00 AM	5:00 PM	Meeting	State Room	Classroom	40	\$.00
4/23/2011	8:00 AM	5:00 PM	Meeting	Capitol Room	Classroom	100	\$ 300.00
4/23/2011	8:00 AM	8:00 PM	Exhibits	Ballroom	Exhibit Tabletop		\$ 400.00
4/24/2011	8:00 AM	8:00 PM	Exhibits	Ballroom	Exhibit Tabletop		\$ 400.00

Vendor Fees:

- 10 x 10 booth \$100 (One table, two chairs, and two lunches)
- 10 x 20 booth \$125 (Two tables, two chairs, and two lunches)
- 10 x 30 booth \$150 (Two tables, two chairs, and two lunches)
- 20 x 40 booth \$200 (Outside parking lot/one table, two chairs, and two lunches)
- Lunch first day \$12.95 (per person for those not covered under the booth fee)

- c. The committee reviewed the training agenda for the conference.

Training Topics for the pumpers:

- Septic system installer’s class.
- Training on septic systems by John Hazen for new pumpers.
- Pumper rules.
- Basic septic system design.
- Training on some of the new septic systems by vendors.
- Inspecting septic systems.
- Dewatering systems.
- Training on the benefits of pumping every 3-5 years. What it does to the system/groundwater if you don’t.
- Pathogens.
- Level two systems and maintenance, and level three systems.
- Septic System Inspector Certification Training.

Training Topics for the public:

- Training for the public on septic systems and wells by Joe Meek. Also, see if he will have a booth.
- Land application training for the public.
- Training on the benefits of pumping every 3-5 years. What it does to the system/groundwater if you don't.

Refreshments:

- Day one

Morning break - coffee, juice, pastries, donuts, fresh fruit.

Lunch - **Taste of Tuscany**, Italian sausage lasagna with herb grilled chicken breast, baked ziti, Caesar salad, vegetable tray, rotini pasta salad, garlic bread, tea, and coffee.

Afternoon break – coffee, sodas, cookies, and chips.

- Day two – coffee
- Day three – coffee (Tradeshow room only).

Estimated cost: (100 people)

Day 1 Lunch - \$1683.50
 Morning Breaks - \$455.00
 Afternoon Breaks - \$455.00
 Vendor Coffee \$250.00
 Gratuity - \$502.83

Tentative Schedule:

- Registration begins at 7:00am
- Day one (April 22, 2011, 8:00am to 5:00pm.): Pumpers, County Sanitarians, and Health Officers. Training all day for pumpers and vendor setup. Tradeshow afternoon. Free buffet lunch provided.
- Day two (April 23, 2011, 8:00am to 5:00pm.): Open to public. Vendor training/demo, inspector certification training and Tradeshow. Lunch on your own.
- Day three (April 24, 2011, 8:00am to 12:00pm.): Open to public. Tradeshow/vendor teardown. Lunch on your own.

Room rates at the Red Lion:

Room	Single Rate	Double Rate	Triple Rate	Quad Rate
Standard Single Queen Room	\$ 81.00	\$ 99.00	\$109.00	\$119.00
Standard Double Queen Room	\$ 81.00	\$ 99.00	\$109.00	\$119.00
Handicap Accessible Double Queen Room	\$ 81.00	\$ 99.00	\$109.00	\$119.00
Single King Room	\$ 89.00	\$104.00	\$114.00	\$124.00
Handicap Accessible Single King Room	\$ 89.00	\$104.00	\$114.00	\$124.00
Premium King Bed Non-Smoking	\$109.00	\$119.00	\$129.00	\$139.00

e. Renai Hill provided a sample poster/handout for the conference/tradeshow to be used for advertisement in newspapers, mailed to other states, and the training/tradeshow web page. Conrad Eckert discussed that he would put it in the Pumper Magazine. Renai will make a trifold to mail to pumpers and have additional flyers. She will also add a web link to handouts. The committee members voted and approved the poster.

3. General Discussion:

Members discussed what type of fee to charge the public, and out of state attendees. Fee of \$5.00, \$10.00, and \$20.00 were discussed.

Members discussed obtaining sponsorships from vendors for refreshments for tradeshow attendees on day two or three. Sponsorship benefits would include their business flyer in all welcome packets, and their business logo/name at the refreshment table.

Members discussed registration fee for vendors, which would include 2-lunches at the buffet on day one. An additional \$12.95 per person will be required for vendors with more than two attending.

Members discussed having entertainment and a mixer on the evening of day two maybe having a local band etc. Mixer would be from 7:00pm -10:00pm on Saturday. Might request sponsors for the event. Renai Hill does not believe the hotel will allow us to hire a band etc.

Members discussed having a list of local hotels, bars/entertainment, and food establishments in the welcome packet. Also discussed having nametags and bags for the attendees.

Conrad Eckert discussed having a map/diagram of the tradeshow room identifying the booths etc., so the vendors can pick which area they want when registering on-line. Pre-registration for vendors and out of state attendees was discussed. Renai Hill stated she would work on a web page, registration form, and a way for the vendors to pay their fees.

NEW BUSINESS

1. Confirm next meeting date

The next meeting will be held on September 24, 2010, 12:00pm to 3:00pm.

2. Agenda items for next meeting

- Discuss 2011 STP Training Conference and Tradeshow:
 - Vendor list;
 - Review fee to charge the public and out of state attendees;
 - Review sample poster for the conference/tradeshow;
 - Determine training schedule per day.

Conrad Eckert adjourned the meeting at 1:54 p.m.