

**Wednesday July 12<sup>th</sup> 2017**  
**11:00 a.m. – 2:00 p.m.**  
**Champs 1641 Plymouth Road Minnetonka 55305**  
**MSSA Board of Directors Meeting Minutes**

**Call meeting to order: Time 11:05 a.m. Meeting Adjourned: Time 12:45 p.m.**

**Attendance:**

	<u>Present</u>	<u>Absent</u>
Past President, Dan Tobritzhofer	<u>  x  </u>	<u>      </u>
President, Will Elwell	<u>  x  </u>	<u>      </u>
Vice President, Jeff Wolff	<u>  x  </u>	<u>      </u>
Secretary, Mike Okey	<u>      </u>	<u>  x  </u>
Treasurer, Jake Theisen	<u>      </u>	<u>  x  </u>
Assistant Treasurer, Tim Kieffer	<u>  x  </u>	<u>      </u>
Assistant Treasurer / Administrator, Bert Tracy	<u>  x  </u>	<u>      </u>

**Agenda Items:**

- 1) Third Quarter Meeting - Planning /Agenda, Location Scott County SCALE Facility - Topics for August 8<sup>th</sup> meeting –
  - Mike Leaf - Warning Lites (20 minutes) Presentation on new upcoming field safety manual and ADA
  - David Rettner – AET 1st to eat then start presentation when everyone has food. One hour presentation Prevention of Stripping (final report)
  - ~~LTAP – Mindy?~~
  
- 2) Fourth Quarter Meeting - ~~Contact Maple Grove or MAC (airport) for November meeting,~~ at St Louis Park Recreation Center Nov 14<sup>th</sup> **28th**  
 (Deer Hunting Opener Sat Nov 4<sup>th</sup>, APWA 15-17, General Election Tuesday Nov 7<sup>th</sup>)
  - Decide Final Location and date @SLP November 28<sup>th</sup> (Wolff checking availability)
  - Collect contact information

3) Winter Chemical and Winter Maintenance Training Discussion, Agendas, Dates and Locations –

- 1 or 2 classes and location & date October 24<sup>th</sup>
- (Wolff) Contact Tim Hanlin to set up details
- North St Paul Legion (Wolff/Dan contact for availability)

4) Accept administrative documents final

- Interview potential applicants (anyone know of possibilities) Working on details (Dan/Will)  
\*Purchase Lap Top and supplies for one year? MSSA will purchase computer/printer & supplies w/internet allowance \$30/month.
- Cap Hour Wage \$26.00/hour cap
- Assign Board member to track reports to President and Treasurer

5) Scholarship Committee Updates (Continued) – Jim met with Committee. Todd Berg is chair of this committee. Mike Purdy (MacQueen) to make a flier to help promote the scholarships.

- (Dan) contact Todd Berg, work out details of communicating between MSSA & Scholarship Committee.
- Assign board member to work with Mike Purdy for final flyer and posting (Dan) contact Mike Purdy for flier update.
- (Tim) contact Judd for update on golf outing.

6) Membership Appreciation Night, Friday June 16<sup>th</sup>

- Thoughts on proper timing
- 25 attended – Fun
- What can we do to attract more members to the event
- Good Event.

7) Duties of Board Members

- Define duties of Board Members and future changes
- (Bert/Tim) Continue working on moving all MSSA files to Tim's computer.
- (Tim) check on MSSA Web Site update/design.
- Promote upcoming election work on this at August meeting (possible 2 positions needed).

**2012**

February - Eagan  
May - Bloomington  
August - Prior Lake  
November - Scott County SCALE Facility

**2013**

February – Burnsville  
May – Ham Lake  
August – Oakdale  
November – Prior Lake

**2014**

January - Elk River  
May - Scott County  
August 12<sup>th</sup> – Eden Prairie  
November 6<sup>th</sup> – Bloomington

**2015**

Feb 10<sup>th</sup> Prior Lake  
May 12<sup>th</sup> Dakota County Transportation Facility  
August 11<sup>th</sup> Hennepin County Public Works  
November, 5<sup>th</sup> Thursday MSP Airport Meeting and Tour

**2016**

Feb 9 – North St. Paul American Legion Hall  
May 10<sup>th</sup> -- Elk River Public Works  
August 9<sup>th</sup> – Burnsville Community Center –  
Oct 18<sup>th</sup> - Winter Snow and Ice Meeting/Training  
Nov 6<sup>th</sup> – Crystal Public Works, encourage members to bring a piece of snow equipment  
Nov 16<sup>th</sup> - Winter Chemical Training

**2017**

Feb 14 – North St. Paul Legion Hall, presentation Corrective Asphalt Materials (CAM) on tests in Golden Valley, Woodbury, New Hope and?  
**Motivational speaker**  
March/April Pavement Training - St. Louis Park Recreation Center, WSB Tom Woods and Lee Gustafson, Asphalt paving, rolling for preservation  
May 2 Dakota County Empire Transportation Facility, Equipment Show (2018 Elk River)?  
June 15 Membership Appreciation Night, Canterbury Park  
Aug 8 – Scott County SCALE Facility, Topics,  
Oct 31- Winter Snow and Ice Meeting/Training - Location, Topics,  
Oct (second mtg.) –  
Nov – Location, Winter Chemical Training Part II  
Nov 14– Fourth Quarter Meeting, Date, Location (Maple Grove and Topic/s

Meeting/Training Notes: \_\_\_\_\_  
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