



Onsite Journal

National Onsite Wastewater Recycling Association

Volume 13, No. 1
January-February 2004



- * **2003 Annual Report**
- * **Public Education USING NOWRA's website**
- * **NOWRA 2004 Technical Education
Conference & Exposition**
- * **State Legislative Updates**

A GUIDE TO www.NOWRA.org

Key Points for Using NOWRA's Website

The header in the top right column identifies the committee network and state groups and how to gain access to their work.

Member Activation and Sign-In

For use in committee and board work. **Membership dues for 2003 must be paid.** Members initially go to "ACTIVATE ACCOUNT"—upper right above mission Statement—to "set up password," then "insert membership number," then "identify committee(s)" to be an online member. After Activation, go to "Sign-In" and proceed to designated committee.

Committee participation also requires communication with the Chairperson and/or administrator to ensure you are on the list. All Model Performance Code Committees are working through the website. Currently there are six active groups working on the website, including NOWRA's board.

The navigation column (far left of screen) identifies the primary areas in which information on NOWRA's programs and activities is located.

Products & Services Locator

A directory resource for consumers, public officials, regulators, builders and realtors, identifying NOWRA businesses within geographic areas throughout the U.S. who provide services and products for onsite systems

Education and Information

Designed to provide owner and user information and regular updates. This section also links to NOWRA's new ONLINE Products & Services Locator.

Model Performance Code

A major initiative being funded by NOWRA, state groups, private industry, individual donors and EPA to develop a decision-making model for onsite systems.

Business Benefit Program

Advertising and marketing opportunities

The screenshot shows the NOWRA website homepage. At the top right, there is a navigation bar with links for "Home - Committee Network - State Groups", a search box labeled "Search Entire Site:", and a "Sign In" button. Below this is the "National Onsite Wastewater Recycling Association, Inc." logo and a "Homepage" link. A "Activate Account | Sign In" link is also present. On the left side, there is a "Navigation" column with a list of links: "NOWRA's Product & Service Locator", "Education and Information", "Model Performance Code", "NOWRA Business Benefits Program", "Advertising Opportunities", "Who We Are", "Board of Directors", "Membership Information", "Calendar of Events", "Strategic Framework", "Onsite Journal", "Career Opportunities", "2004 Technical Education Program", "2003 Conference Program Proceedings Abstracts", "Business and Organization Partners", and "2004 Conference Program". The main content area features a "WELCOME TO THE WEBSITE OF THE NATIONAL ONSITE WASTEWATER RECYCLING ASSOCIATION (NOWRA)" section, followed by a "NOWRA's Mission" box, and several informational sections: "What We Do", "Why We are Needed", and "Funding". At the bottom, there is a footer with the text "'2003 - National Onsite Wastewater Recycling Association, Inc. - All Rights Reserved" and contact information for the National Onsite Wastewater Recycling Association, including a phone number (410-798-1697), toll-free number (800-966-2942), fax number (410-798-5741), and email address (webmater@nowra.org).

Who We Are

Information about NOWRA and its organization

Board of Directors

Information about the NOWRA Board, including reports on their meetings

Membership Information

How to support the education programs and Model Performance Code with resource contributions

Strategic Framework

NOWRA's Strategic Plan and Directions

Onsite Journal

NOWRA's quarterly publication to its members with technical education, general information on industry issues, and activities of state groups and members

2004 Technical Education Program

Education Sessions available from NOWRA

2003 Conference Program Abstracts

An overview of the papers presented at NOWRA's 2003 Conference

Business & Organization Partners

Website links to industry partners.

2004 Conference Programs

- Information about the technical education program and exhibits
- Call for Papers to be presented at the conference

130-150 people are visiting the NOWRA website per day!

BOARD OF DIRECTORS

President

Tim A. Frank 440/636-5111

Vice President/President-Elect

Raymond Peat 800/753-3278

Secretary/Treasurer

A. Thomas Ferrero, Jr. 267/250-4068

Past President

Robert B. Mayer, P.E. 800/345-3132

Directors

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Matt Byers, Ph.D. 800/928-7867

Jean Caudill 614/644-7181

James Converse, Ph.D. 608/262-1106

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Larry Stephens, P.E. 517/339-8692

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Ronald Suchecki 254/299-0821

E. Jerry Tyler, Ph.D. 608/835-9499

Executive Director

Linda Hanifin Bonner, Ph.D. 800/966-2942

COMMITTEE CHAIRS

Bylaws

Ted L. Loudon 517/353-3741

Communications/Promotion

vacant

Conference

Brenda R. Guy 225/665-1666

Education & Training

James Converse, Ph.D. 608/262-1106

Peggy Minnis, Ph.D. 203/866-3006

Government Relations

Robert Himschoot 941/332-1986

License, Certification & Ethics

David Linahan 610/644-4254

Membership

Robert E. Lee, P.E. 703/737-8931

Performance Requirements/

Model Performance Code

Michael F. Corry 608/257-1787

Jean Caudill 614/644-7181

State Association Presidents

Tom Fritts 816/966-8885

Technical Practices

Robert B. Mayer, P.E. 800/345-3132

David Linahan 610/644-4254

NOWRA Headquarters

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Website: www.nowra.org



Onsite Journal

National Onsite Wastewater Recycling Association

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FRANKLY SPEAKING...

by Tim Frank,
NOWRA President

New Year's greetings to everyone in the wonderful world of onsite systems!

We have just completed a very productive year, and are starting the New Year with exciting new programs. By now you should have received information about the Business Benefit Program. In this program, NOWRA is presenting an excellent opportunity for its members with the NOWRA 2004 Online Product & Services Locator. It's similar to a yellow pages directory for onsite products and services, but online. Online directories are becoming the hottest method of advertising. Just think, you can tell your customers "go to www.nowra.org; I have a business listing there." Not only does it make you look professional, but it will make your customers recognize that you have credibility within the industry, and the reasons they should use your products or services.

Many of you may be using the NOWRA logo in your yellow pages ads that are at least ten times more expensive than NOWRA's Online Product & Service Locator. You can be listed in NOWRA's Business and Service Locator for \$350.00 for a full twelve months! That's less than \$1.00 per day. How much better can this be? All you have to do is to be a NOWRA member and be willing to abide by the NOWRA Code of Ethics, sign the form, and you're in! Oh, yes—and send in payment.

As you know, we always talk about the importance of education in the industry and to the public. Now is also a great time to begin to educate your customers, by letting them know you are an important part of NOWRA. Tell them to look you up on your National Organization's list to see what you do. Remember, this is your organization, so use it. Let the Locator help you both educate customers and spread the word about your services. Let your customers know that you are a

part of an active national onsite organization. It is up to each and every one of us to sell our service or products, and what a great way to get the word out. More and more people are using the internet to locate businesses to provide products and services. We get many calls in the NOWRA office... from homeowners and developers asking who we recommend in their area for onsite systems. We only recommend NOWRA members.

Also, ask your customers to tell their neighbors to look you up on www.nowra.org; tell them that you are part of a national organization that promotes clean water and onsite wastewater recycling. Let them know that you are on the cutting edge of technology and are using the latest methods when it comes to managing or working on their system.

I am proud to say that my company was one of the first to send in our request to be in this new benefit program. We thought it made a lot of sense and was too good a deal to pass up.

Remember, it's the new millennium and an exciting time in the onsite business. Let's begin to let people know that we care enough to learn and practice the right methods and formulas for responsible onsite management. Then, put all this into practice on their systems.

The challenge has also been issued by the EPA for industry improvements and management and we should take advantage of it. We need to acquire all of the new expertise we can, and put technology to use to make each and every one of our businesses top notch. We will have the assurance that we KNOW what we are doing and that we are doing it for the right reasons. All of this builds customer confidence, which in turn builds our customer base, and can do nothing but increase our bottom line. With access to

the internet, the general public and customers are becoming more aware of more details about onsite systems. They are beginning to understand that if they own an onsite system they will need someone to provide service who is up-to-date on new regulations, and who knows how to keep the system working at its maximum potential, who will use the proper replacement parts, and who follows a code of ethics. The customer and the service provider both share in that responsibility. The days of the pump and dump kind of guys, and the guys who practice shoddy workmanship and use improper replacement parts are about to come to an end.

The world of onsite has advanced quickly over a relatively short period of time. Where we may have been looked down on and have been the brunt of many jokes in the past, those of us who are meeting the challenge can be proud that we are a part of a very technical occupation and that we can honestly say that we are in the business of promoting clean water.

Good luck to all of you in the New Year. Let us know if there is something that we can do to help you. Your thoughts and ideas are always welcome. ♦



Tim is president of Tim Frank's Septic Tank Cleaning—a successful business of installing, servicing and managing onsite systems throughout Ohio.



Linda Hanifin Bonner, Ph.D.,
Executive Director

Highlights of NOWRA's Board of Directors December Planning Session

For two days in December, NOWRA Board members and committee chairs worked on reaching agreement and prioritizing the programs and activities that the Association would pursue in 2004. They also addressed topics such as how to fund existing and new programs, and provide benefits to state groups and members. They concluded their work with the following actions. The next step is to identify resources needed to implement the actions, and the time frame in which to accomplish the work.

Defining Directions of NOWRA's 2004 Action Plan

1. Membership Development

The goal is to provide greater support to state groups in managing membership from the NOWRA office, as well as marketing NOWRA to outside groups and interests.

2. 2004 NOWRA

Business Benefit Program

The NOWRA Business Benefit Program was approved as a high priority project for NOWRA in 2004. This plan provides companies and members with a comprehensive membership package, donor support and marketing and advertising opportunities. This project has been expedited, as it was important to get the new materials to the state groups in time for their annual meetings. Board members working on this project include Tom Ferrero, Ron Suchecki, Matt Byers, Larry Stephens, Raymond Peat, Tom Fritts, Roman Kaminski, and Ronnie Thomas.

A distinctive part of this program features a special *Online Products and Services Locator*, created especially for the small business market. The goal is to provide an online directory that gets information out about member business products and

services, for immediate accessibility of state regulators, the public and other interested parties, such as builders, planners and developers. NOWRA is also marketing this program as an independent product—at a price of less than a dollar a day—an annual fee of \$350.

3. NOWRA's 2004

Education Program with CEUs

It was agreed by the Board that the Executive Director should proceed to implement the presented plan for the NOWRA 2004 Education and Training Program. In addition, discussions will be initiated on a proposal to partner with the consortium and to have them serve as NOWRA's education development component.

4. Industry Partnerships

The Board agreed to pursue developing partnering agreements with organizations that support—and are involved in—the work of the onsite industry. Key parts of the agreement include sharing of membership rates for conferences and education meetings; website links; adding phrases regarding the similarities of the organizations' missions. It has been suggested that the agreement incorporate a sunset clause with date (3 years) for renewal without discussion. Board members providing oversight on this project include Bob Mayer, Jerry Stonebridge and Raymond Peat.

5. UIC Policy Action

Mike Corry presented background on this topic resulting from the conference session, and follow-up discussions with EPA staff both in region IV and at headquarters. In addressing the matter, it was determined that NOWRA should take a leading position on behalf of its members, both through letters to the EPA as well as subsequent meetings. This effort is underway and a

meeting is being scheduled with EPA officials. Board members addressing this issue include: Brenda Guy, Raymond Peat, Jerry Stonebridge, Roman Kaminski, and Tony Smithson.

6. Proposed Program for Certification of Training Centers & Responsible Management Entities

Bob Mayer provided background information on a program used by John Thomas (WOSSA ED) that would enable NOWRA to develop procedures to create certification procedures for these two topics. The logic behind this project is that with a certification process in place, confidence in the industry's professionalism and standards applied to onsite systems increases. Board members agreed that this is an important topic to pursue, and requested that Mr. Thomas be invited to make a presentation to the Board at its February meeting in Orlando, FL. Board members working on this project include Jerry Stonebridge, Bob Mayer, Tim Frank, and Matt Byers.

7. NOWRA Document Review Procedures

Bob Mayer presented the NOWRA Technical Practice Committee's latest document on procedures for documents prepared by NOWRA committees and members, that are designated as representing NOWRA interests and policies and would be publicly distributed (see page 28). Discussion among Board members addressed issues affecting restrictiveness vs. procedures, what documents are and are not included. It was agreed that a task group comprising Bob Mayer, Larry Stephens, Jim Converse, Jerry Stonebridge and Mike Corry would redraft the document and resend it to the Board for consideration in February.

continued on page 4

Manuals of Practice. It was also agreed that NOWRA should take action to adopt the Drip Distribution Manual prepared and presented by the TVA Committee.

8. 2004 Model Code Committee Funding

A review of the funding status of this work through 2004 was presented. It was agreed that letters to potential donors should be prepared and sent. Board members agreed to support this effort with follow-up phone calls.

9. Installer Education Curriculum

The Board was updated on the status of the NEHA work plan submitted to the U.S. EPA for review and was given a critique of the document as it relates to NOWRA's existing and future role in this endeavor. Specifically, the current timing has NOWRA identified as participating in the stakeholder sessions to determine "certification" criteria. Future development of the installer curriculum is at least two years away and is unfunded. NOWRA will continue to work with NEHA, while independently pursuing the development of the curriculum, and seeking funding sources. The 2004 goal for this action item is to have a workshop using the curriculum at the NOWRA Annual Conference in November 2004.

10. 2004 Conference Program & Schedule—Committee

Responsibilities & Theme

The 2004 schedule of available meeting rooms and Exhibit Plan has been provided. The Board discussed several variations of the session schedules, availability of rooms and integration of the overall activities. A preliminary schedule was produced (see page 26 for an overview), and announcement materials are in production.

11. Future International Conference

The Board discussed the proposal to hold an international conference in 2006, with agreement that this is an approach they desire to pursue.

12. Website Expansion

It was agreed that the 2004 goal for this action would be to have online membership conference registration; a homeowners' education and information section; polling, and a calendar of meetings for the year.

13. Proposed 2004 Board of Director Meeting Schedule

- February 24, 2004 – Orlando, FL (following the Model Code Meeting,

and in conjunction with the State Regulator' meeting).

- June 2004 – Golden, CO (Colorado School of Mines) in conjunction with the Model Code Meeting
- September 2004 – Kansas City, MO (to be determined)

14. 2004 Conference Facilities

The December meeting, held at the Hyatt Regency in Albuquerque, NM, gave Board members the opportunity to tour the facilities in preparation for the 2004 Technical Education Conference and Exposition. Participating Board members included:

- Tim Frank (President)
- Raymond Peat (Vice President)
- Tom Ferrero (Secretary-Treasurer)
- Bob Mayer (Past President)
- Directors: Eugene Bassett, Matt Byers, Jim Converse, Tina Edvardsson, Tom Fritts, Brenda Guy, Larry Stephens, Jerry Stonebridge, Jerry Tyler, Ron Suchecki, Executive Director Linda Hanifin Bonner
- Committee Chairs: Mike Corry (Model Code), Bob Himschoot (Government Affairs) ♠

**NOWRA's
Education & Training Program**

May 17, 2004 - MARYLAND
Dealing with Difficult Sites & Situations - Dr. Michael Hoover

May - NEW JERSEY - Onsite Systems (Instructor tbd)

June - 2-day course on
Drip Distribution Systems - Dr. Bruce Lesikar

September - 1-1/2 day course on
Difficult Sites & Situations - Dr. Michael Hoover

Check NOWRA's WEBSITE for final details

**NOWRA FUTURE
CONFERENCE DATES**

October 10-13, 2005
Cleveland, Ohio, Marriot Town Center Renaissance

**2006 - NOWRA TO HOST
ITS FIRST INTERNATIONAL CONFERENCE!**
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A Report on NOWRA'S 2003 Plan for Progress, Accomplishments and Advancement into 2004

—Linda Hanifin Bonner, Ph.D., Executive Director

2003 PLAN FOR PROGRESS – FOCUSED ON ESTABLISHING THE VALUE OF NOWRA MEMBERSHIP

TARGETED 2003 GOALS	ACCOMPLISHMENTS
• 10-15% Increase in revenues	Approximately 18%
• Obtain funding for NOWRA's Professional "Qualifier/Installer" Program	Began discussions with educators on curriculum and a partnership with NEHA on certification requirements.
• Accomplish 65% of the Model Performance Code work	Soils Report, Model Code Inventory Report – Website Upgrades
• 25% Increase in NOWRA's membership base	May be higher – brought in 4 new state groups
• 15% Increase in conference profits	Achieved
• Develop two new programs to increase professional education opportunities and revenues	Produced (1) CPR for Onsite Systems. (2) A concept for Installer Qualifications
• Establish process to re-evaluate NOWRA's structure (governance) that includes membership input	Task Group was established
• Produce NOWRA's first Technical Manual of Practice	In progress
• Expand member benefits & services through greater involvement with State Groups and participation of committee work	Significant increase in communications and ongoing interactions

SUMMARY

Overall, NOWRA ended 2003 with a greatly improved financial position, a stronger membership base, and a higher level of recognition and value placed on the work of the Association.

This is attributed to the following achievements:

- A close working relationship with the Executive Committee
- Adopting and maintaining a sound operations budget in 2003—with good reporting procedures
- Higher attendance and revenues from the 2003 Annual Conference
- Funding to support staff resources for a significant increase of the work on the Model Performance Code
- Obtaining grant support to update NOWRA's website as a major education component for the Model Performance Code committee's work.
- Increased advertisements in the *Onsite Journal*—now in color
- Keeping operations and management costs in line
- Publishing NOWRA's *Products and Services Directory*
- Significant communication improvements with State Constituent Groups, with four new states joining
- Increased membership gains
- NOWRA's Board developed and adopted the Association's 2003 programs and operations budget which served as a guide on spending.
- Improvements to the work process of NOWRA's headquarters office supporting greater efficiencies; at the same time the work load increased 35%.
- NOWRA's three grants and industry contributions providing additional financial resources to support the Model Performance Code work during 2003, with a full-time project manager
- Developing partnerships with other organizations, NOWRA's professional integrity and credibility increased and supported its ability to gain additional financial resources.
- A D&O insurance policy obtained by NOWRA includes the ability to provide a similar package to state groups to obtain their D&O insurance policy—hopefully at a better rate than they currently have with existing carriers.
- To serve as a guide for industry members and standards, NOWRA Board members unanimously adopted a professional ethics statement; and further approved the organization of a Governance Plan for the Association
- under the leadership of Vice President Raymond Peat.
- Representing NOWRA in national meetings, the Executive Director and President attended EPA's outreach and education programs for the management guidelines, which is gaining a stronger national presence. In 2004, there are several follow-up activities to pursue—one of which involves developing a regional workshop for elected and appointed public officials to educate them on the technological gains in water quality that have evolved over the past decade within the onsite industry.

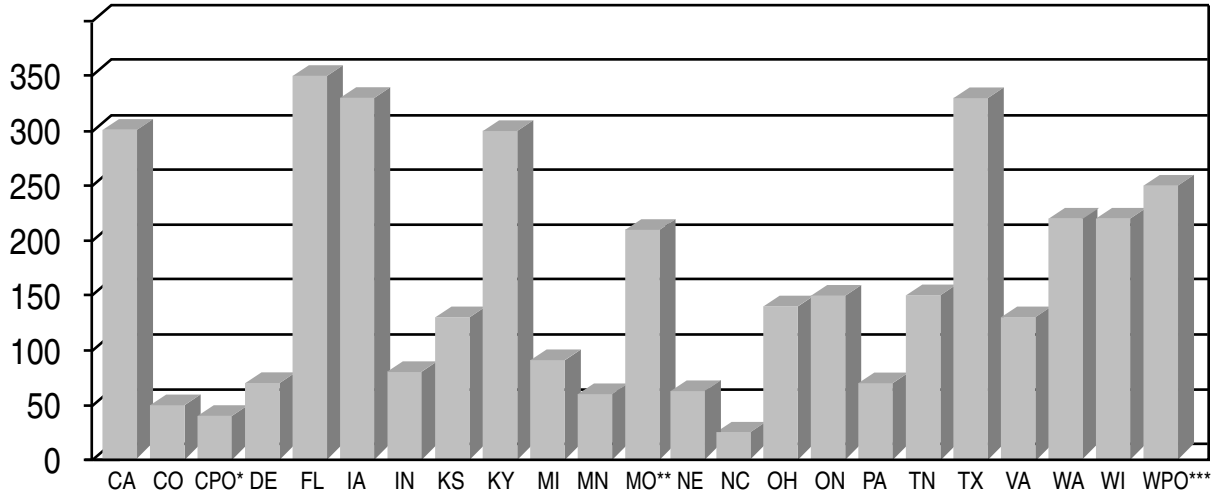
Efforts to further accelerate NOWRA's Model Performance Code work resulted in obtaining nearly 70% of its needed funding through Federal & Industry resources that enabled NOWRA to have a full-time project manager in 2003. Contract administrative support is provided to the committee's overall work.

Highlights of this work include:

- Expanding committee membership with the emphasis to obtain partners representing the building, banking and realty industry in 2004.

NOWRA 2003 ANNUAL REPORT

STATUS OF CURRENT STATE & PROVINCE MEMBERS



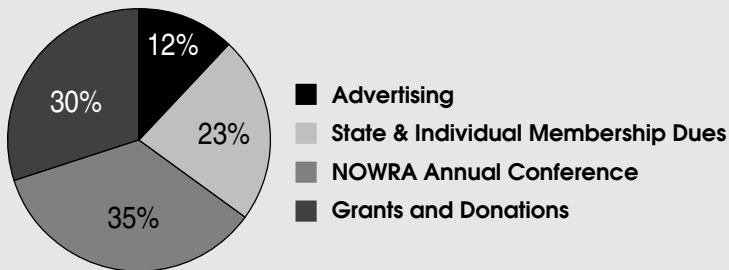
*Concrete Precasters of Ontario; **Missouri Small Flows; ***Wisconsin Concrete Precasters

NON-MEMBER STATE STATUS AS OF JANUARY 2004

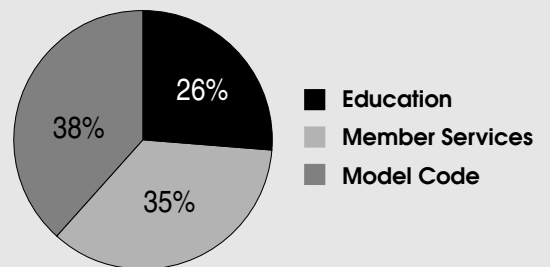
STATE	STATUS	STATE	STATUS	STATE	STATUS
Alabama	INTEREST	Maine		New York*	INTEREST
Alaska		Maryland	FORMING	N. Dakota	
Arizona		Mass.	INTEREST	Oklahoma	INTEREST
Arkansas		Mississippi		Oregon	
Conn.		Montana		Rhode Is.	
Georgia		Nevada		S. Carolina	
Hawaii		New Hamp.		S. Dakota	
Idaho		New Jersey	FORMING	Utah	
Illinois		New Mexico	FORMING	W. Virginia	
Louisiana	INTEREST				

*New York Concrete Precasters

NOWRA 2003 Income



NOWRA 2003 Expenses



- Expanding the subcommittee structure to actively work on advancing products
- Committee meetings occurred in regional locations for regulator and member attendance and participation
- Several products were completed. The Draft Soils Report, the Draft Inventory of State Codes, and upgrading NOWRA's website for interactive sessions among committee members.
- A workshop in November, 2003, at NOWRA's Annual Conference featured the progress of the committee's work and products.
- The soils matrices work is 55% completed.
- Work plans for the Evaluation and Guidance Documents are in operation, products are being drafted and additional funding sought for their development.

The Onsite Journal

- Included more technical articles
- Increased advertising throughout the year
- and color gradually introduced.

In 2004, the Journal will feature more technical materials profiling the success of onsite systems throughout the US, with a strong focus on member interests and professional services support.

NOWRA's Member, Services and Products Directory

- Completed December 2002, and distributed to members in 2003
- The new format and content made it a resource very much in demand
- 10,000 copies were also distributed to targeted industry regulators and public officials

NOWRA's 2003 Conference Program

- Success from all areas

Membership Recruitment achieved...

- more Board members attending state meetings
- 4 new state groups formed
- 10% increase in individual memberships
- completing and distributing a draft membership recruitment manual

Marketing NOWRA

- NOWRA's publications were updated, redesigned and printed.
- Advertising campaign and membership information sent to a mailing of nearly 1200 persons
- Included in packet NOWRA's Education Program Listing of sessions available, *Onsite Journals* and *Directory*
- Focused on theme: "Leaders for Decentralized Systems—the changing world of the wastewater treatment infrastructure."

2004 TARGETED GOALS

Education and Training – A #1 Priority!

- Produce two new manuals for NOWRA Education Programs
- Expand NOWRA Education Committee
- Create long-range strategic plan for funding education products
- Produce NOWRA Pilot Installer Education/Training Program as a 2004 Pre-conference Workshop
- Explore programs for Training Center Certification and a "Responsible Management Entity" Certification Program

NOWRA's Website—Education and Communication

- Continue to improve and expand NOWRA's website
- Expand the public information and education section—"Frequently Asked Questions"
- Produce the online "Products and Services Locator Directory"
- Membership database online
- Online conference and program registration

Membership Recruitment

- 6 new State Groups
- Increase individual membership by 15%
- Reach out to "non-industry" members as partners
- Provide training and support to State Groups on membership recruitment

Government Relations

- Facilitate a national discussion on issues facing the onsite industry
- Define needs to update the strategic plan
- Provide support to states regarding legislation affecting the onsite industry

The synergy that occurs from the ongoing work of NOWRA's Committees, officers and members evolves from the tasks defined in the strategic framework, and becomes the driving force to establishing the value of being a NOWRA member. As achievements on the framework occur, industry recognition for NOWRA's work increases. This recognition ultimately assists in the Association's ability to obtain funding to build programs to produce member benefits and services. It is the collective "power of all of us" that translates into organization, and industry leadership. ♦

MEMBERSHIP DUES

Please remember...

To be included in NOWRA's 2004 Membership, Products, and Services Directory, 2004 membership dues must be paid in full by April 15, 2004!

Orenco's Online Document Library



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Wastewater constituents? Ooooooo.
Hydraulic head? Ahhhhhh. Advanced treatment technologies? Oh yeah, baby!

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NOWRA Strategic Planning Committee Addresses Growth

In July 2003, President Tim Frank appointed a task group, chaired by Vice President Raymond Peat, to define NOWRA's role and relevance within the industry, and to recommend a plan of action with any needed organization adjustments.

The current strategic plan represents the position that,

- NOWRA be the core of activity within the onsite industry,
- NOWRA is the location where all onsite interests come together, and
- NOWRA is the source of onsite knowledge and data.

Topics being reviewed by the Task Group include:

1) Committees (Councils)—*Business, academic (education), regulatory, installer, management/service provider, engineer/designer, inspector, realtor/developer, banker/finance*

It is envisioned that councils to be developed within NOWRA will inspire splinters to be joiners and use our collective strength to get needed work accomplished. The Council idea involves establishing a defined group within the NOWRA structure that has representation on the board and which may have projects and goals specific to the council. These groups would have the freedom to address those council-specific issues within the NOWRA guidelines. Collective strength and generating synergy in problem-solving are the main reasons for such a structure.

2) Membership—NOWRA's current model of membership needs to be revisited. Currently, groups that are not represented need to be accessed and enticed to be interested. These groups include national organizations, such as the Realtors (NAR) and the home builders (NAHB), who would greatly benefit from NOWRA activities and need to be made aware of these new opportunities. Regulators are another group to be approached, as are the Small Flows group who could be integrated into NOWRA's overall group. Manufacturers need just one place to meet. Academics (consortium) representation needs to consider a new type of partnership with NOWRA.

3) Policies and Procedures—A user-friendly accountability system is greatly needed for products that emerge from committee, such as the Model Code, or with individual deliverables from members. We need to establish a peer review process that is not a deterrent to individuals volunteering articles and literature contributions.

4) Current standing committees and task forces—such as the Model Code, education, government relations, and state presidents, need to examine their roles and work to ascertain their effectiveness and usefulness.

More work will be forthcoming in the next few months. Keep in touch through the website for updates.

Early 2004 Sponsorships and Donations Deserve a Round of Applause!

NOWRA wishes to recognize and thank our member companies who, through their support of the new Business Benefit Package, have already committed as sponsors for the 13th Annual Conference and Exposition in Albuquerque, New Mexico.

GOLD

Orenco Systems
Delta Environmental Products
Bio-Microbics, Inc.

SILVER

Wieser Concrete
American Manufacturing Co.

BRONZE

Zoeller Pump Co.
Xerxes Corp.
Rietschle-Thomas Sheboygan Inc.
Infiltrator Systems
Ecological Tanks, Inc.

We are also grateful to the following individuals, organizations and companies who have generously donated to NOWRA for our ongoing projects.

David Burnham, Burnham Excavating, Inc.
Ronald Ewald
David L. Sheridan, PC
Sta-Rite Industries, Inc.
*MOWRA (Michigan)
*Infiltrator Systems
*Advance Drainage Systems
*Hancor, Inc.
*Edwin K. Swanson
*Infiltrator Systems

*Model National Performance Code



Introducing - NOWRA'S NEW ONLINE PRODUCT & SERVICE LOCATOR

**Help Potential Customers Find Your Business!
 Distinguish Yourself from the Competition!**

NOWRA's new product and service locator is specifically designed to place your onsite wastewater products and services in front of your local homeowners, builders, realtors, regulators and policy officials.

You can't afford to pass up this opportunity!

*Homeowners, Builders,
 Realtors, Public Officials
 and Regulators
 often ask:*

- Where do I find a reputable and trustworthy local company that will...*
- ...pump my septic tank?*
- ...replace my system?*
- ...provide onsite equipment?*
- ...install my new system?*
- ...inspect my system?*
- ...help me with a design?*
- ...advise me on maintenance?*

*NOWRA's Online Locator provides the answer:
 A TOOL to LOCATE YOU!*

- **TARGETED SEARCH ENGINE (at www.nowra.org) DESIGNED EXCLUSIVELY FOR NOWRA BUSINESS MEMBERS* TO DRIVE CUSTOMERS TO YOUR BUSINESS**
- **LOCATOR PACKAGE INCLUDES:**
 - ~ **YOUR COMPANY'S CONTACT INFORMATION, 50-WORD PRODUCT OR SERVICE DESCRIPTION, HYPERLINK TO YOUR COMPANY'S WEB SITE**
 - ~ **FREE NOWRA LOGO ART PACKAGE**
 (HELP SEPARATE YOUR COMPANY FROM YOUR COMPETITION! USE IT IN YOUR ADVERTISING, INVOICES, YELLOW PAGES, ETC.)
- **COST: ONLY \$350.00 FOR ALL OF 2004 - LESS THAN \$1 PER DAY!**

Here's how regulators, builders, homeowners and others learn about your products and services...

NOWRA will promote the Locator service in many ways, including:

- *Placing advertisements, press releases and public service announcements in trade magazines and various publications.*
- *Sending brochures and e-mail notices to county & state agencies, regulators and homebuilder organizations*

*NOWRA membership required

SIGN UP NOW!

It's as EASY as 1...2...3!


NOWRA ONLINE PRODUCT & SERVICE LOCATOR APPLICATION FORM

1 Complete the form.
Include all applicable product/
service information. This form is
also available at www.nowra.org

2 Sign the form.
NOWRA Business Participants
agree to support the NOWRA
Code of Ethics.

3 Send the form with payment
information via fax or mail to
the address provided below.

National Onsite Wastewater Recycling Association
P. O. Box 1270, Edgewater, MD 21037-7270
Phone: 800-966-2942 • Fax: 410-798-5741

*Remember to sign the
Ethics Statement* 

LOCATOR LISTING INFORMATION – GET STARTED TODAY!

Company Name _____ *NOWRA Membership # _____

Company Contact _____

Address _____

City _____ State _____ Zip _____

County/Township _____

Region: (check boxes) – national northeast mid-atlantic
 southeast mid-west northwest
 southwest other _____

Phone _____ Fax _____

E-mail _____ Web Site URL: _____

PRODUCTS (include product category and trade names)

SERVICE

Installer/Contractor (new or repairs/maintenance) Manufacturer/Supplier Site Designer/Site Evaluator
 Service Provider (pumper/maintenance) System Inspector Other _____

50-word Description

INCREASE YOUR VISIBILITY! For a limited time, NOWRA will display your company/product logo with your listing at no additional charge. Please attach a copy of your logo to this form or call to make arrangements to send digitally.

PAYMENT INFORMATION Check Enclosed Mastercard Visa

Card Number _____ Expiration Date _____

Signature _____

*At least one staff member of your company must be a NOWRA member in order to participate. To become a NOWRA member or add staff memberships, please visit www.nowra.org or call 1-800-966-2942.

National Onsite Wastewater Recycling Association Code of Ethics

November, 2002

PREAMBLE

Members of the National Onsite Wastewater Recycling Association (Association) are committed to the highest standards of integrity and professionalism in the onsite wastewater recycling industry (Industry). They are dedicated to providing quality service, products, education, and research. The members of NOWRA shall uphold this Code of Ethics.

GENERAL OBLIGATIONS

Members shall endeavor to know and understand the local, state/provincial, and national statutes, codes, laws, and regulations applicable to the Industry as well as to their own activities. They shall compete honestly and lawfully, building their businesses through their own skills and merits in the Industry. Members shall avoid any act that might promote their individual interests at the expense of the integrity of the Industry, and avoid conduct that might discredit the Industry or deceive others.

OBLIGATIONS TO OTHERS

Members shall represent themselves and the benefits of the Association faithfully and honestly with integrity and professionalism. They shall convey their credentials, training, experience, and abilities with integrity and pride. Members shall always seek to enhance the reputation of the Industry with others by the way they communicate and interact. Members shall avoid conflicts of interest through disclosure to appropriate parties.

OBLIGATIONS TO PROFESSIONALISM

Members shall strive to maintain and advance their skills and knowledge of the Industry. They will continually seek to improve their own professional expertise by staying informed of scientific and technological developments in the Industry. They shall always seek to advance the integrity of the Industry. Members shall admit and take responsibility for their own errors when proven wrong, and not seek to alter or distort facts in an effort to justify decisions.

By signing this contract, NOWRA business participants agree to support the NOWRA Code of Ethics.

Signature _____



NOWRA 2004 Business Benefit Program

This benefit package for businesses is truly an exceptional value, but the greatest benefit of NOWRA membership is derived through your active participation in and support of NOWRA's many programs—all designed to benefit our industry.

Building on the successes achieved in unifying the onsite industry, NOWRA is moving forward to further strengthen the industry's leadership role. To that end, we are offering an invaluable business benefit program that promotes the products and services of NOWRA onsite industry business members and organizations, and increases their leadership visibility. This partnership will enhance the success of onsite businesses while helping NOWRA fulfill its mission to protect human health and the environment through education.

To help achieve this goal, NOWRA will provide promotional packets for this program for members to use at State Conferences and elsewhere to solicit Business Members.

Participation Requirements

- Your business must have at least one NOWRA member on staff in order to participate in the program.
- Business must sign a statement subscribing to the NOWRA Ethics Policy.

Additional Benefits

In addition to the benefits listed for each membership category in the chart below, participating businesses receive:

- A NOWRA Business Membership Plaque
- A large NOWRA logo sticker for posting on an office door or window
- Two similar stickers for display on company vehicles
- Small stickers earned through employee attendance at the National Annual Educational Conference, to be displayed on the Membership Plaque
- A logo for display in your Annual Conference booth for Gold, Silver, and Bronze participants

Business Benefit Packages	GOLD '04		SILVER '04		BRONZE '04		BUSINESS '04	
	Annual Fee \$5,000	Value	Annual Fee \$3,500	Value	Annual Fee \$2,000	Value	Annual Fee \$350	Value
Additional Subscription(s) to <i>Onsite Journal</i>	4	\$80	3	\$60	2	\$40	1	\$20
Discount Website Advertising	25%		20%		15%		No	
Website Link + <u>Online</u> Directory participation	Yes	\$350	Yes	\$350	Yes	\$350	Yes	\$350
Conference Program Advertising (black & white)	Full Page	\$975	1/2 Page	\$720	1/4 Page	\$450	N/A	
Discount on any size black & white ad in <i>Onsite Journal</i> , or Products & Services Directory	25%	\$1,200	20%	\$700	15%	\$550	N/A	
Booth at Annual Conference	Yes (2)	\$1,900	Yes (1)	\$950	50% Off	\$475	N/A	
Conference Sponsorship	Gold	\$1,500	Silver	\$1,000	Bronze	\$500	N/A	
% off on additional Employee Full Conference Registrations	25%		20%		15%		N/A	
Products & Services Directory Listing	Yes		Yes		Yes		Yes	
Membership Rates at National Conference for two guests	Yes		Yes		Yes		Yes	
Discount for all member employees attending non-Conference Continuing Education Programs	25%		20%		15%		10%	
Discount on Exhibit Booth at special education program courses	25%		20%		15%		N/A	
Free promotion or press release of products & services in <i>Onsite Journal</i> on the new products page (# per year)	Yes (x3)		Yes (x2)		Yes (x1)		No	
Business Advisory Council Representative	Yes		Yes		No		No	
Total Value		\$6,005		\$3,780		\$2,365		\$370

NOWRA 2004 Business Benefit Program Application

Benefit Category Gold Silver Bronze Business

Company Name _____ *NOWRA Membership # _____

Company Contact _____

Address _____

City _____ State _____ Zip _____

County/Township _____

Region: (check boxes) – national northeast mid-atlantic
 southeast mid-west northwest
 southwest other _____

Phone _____ Fax _____

E-mail _____ Web Site URL: _____

PRODUCTS (include product category and trade names)

SERVICE

Installer/Contractor (new or repairs/maintenance) Manufacturer/Supplier Site Designer/Site Evaluator
 Service Provider (pumper/maintenance) System Inspector other _____

50-word Description

INCREASE YOUR VISIBILITY! For a limited time, NOWRA will display your company/product logo with your listing at no additional charge. Please attach a copy of your logo to this form or call to make arrangements to send digitally.

PAYMENT FOR GOLD, SILVER AND BRONZE CATEGORIES CAN BE MADE IN THREE (3) INSTALLMENTS, WITH THE FINAL PAYMENT DUE BY OCTOBER 1, 2004.

PAYMENT INFORMATION Check Enclosed Mastercard Visa

Card Number _____ Expiration Date _____

Signature _____

*At least one staff member of your company must be a NOWRA member in order to participate. To become a NOWRA member or add staff memberships, please visit www.nowra.org or call 1-800-966-2942.

National Onsite Wastewater Recycling Association Code of Ethics

November, 2002

PREAMBLE

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By signing this contract, NOWRA business participants agree to support the NOWRA Code of Ethics.

Signature _____

As a Gold, Silver, Bronze or Business Member, your company's products or services are automatically included in NOWRA's Online Locator Directory.

Florida

New White Paper Promotes Onsite Treatment Options and Water Recycling

LAKE ALFRED, FL (January, 2004)
Mandatory hookups to central sewer systems, as currently required by Florida statutes, will not be economically sustainable into the future. That conclusion is outlined in a brand new White Paper addressing Florida's critical water usage and recycling needs. Issued by the Florida Onsite Wastewater Association, Inc. (FOWA), the white paper addresses existing and future options for wastewater collection, treatment and water recycling in the state.

The Paper stresses efforts by EPA, and many other environmental groups, to promote onsite treatment systems as a sustainable treatment and water recycling option. Onsite systems, reports EPA, "offer several advantages over centralized wastewater treatment facilities." The agency cites legislative and regulatory barriers which inhibit more effective onsite programs, "as well as public misperceptions that centralized sewage treatment plants perform better, protect property values, and are more acceptable than decentralized (onsite) systems."

Continues EPA, "In many communities onsite systems are the most appropriate, least costly treatment option, and they allow maximum flexibility in planning future growth."

The FOWA Paper takes issue with Florida's existing statute (Title XXIX, chapter 381.00655) which requires property owners with a properly functioning onsite system to connect to a centralized system within a year of sewer availability. At least one proposed 2003 town ordinance here in Florida calls for creation of a new centralized wastewater utility district extending up to five miles beyond the corporate limits of the municipality, requiring customers in that area to connect within 180 days of when sewer service becomes available.

The Paper further examines the environmental and economic benefits of onsite systems, and outlines the existing and

future financial burdens of maintaining existing sewer collection and treatment systems. FOWA supports a new Model Framework for improving a sustainable infrastructure of onsite treatment and water recycling technologies.

The complete White Paper may be accessed on the association's website (www.fowaonsite.com)

Michigan

Granholt Unveils Initiative to Protect Water in Special Message to Legislature

LANSING Out of a sense of urgency to protect a key element of Michigan's legacy—its water—Governor Jennifer M. Granholm today sent a special message to the Michigan Legislature in which she unveiled a comprehensive plan to protect Michigan's great, fresh waters.

The cornerstone of the Granholm initiative is the Michigan Water Legacy Act, a comprehensive water withdrawal statute based on the principles of the Great Lakes Charter, which will subject all significant water withdrawals to review by the Department of Environmental Quality (DEQ) to ensure that Michigan's water resources are not impaired or compromised.

"The Great Lakes fuel our economy, color our character, and literally define the shape of our state," Granholm said in her special message. "They are our most vital resources, which makes their preservation and protection all too important to approach haphazardly.

Our waters may be more threatened today than they have ever been. We must begin to live up to the goals set forth in the 1985 Great Lakes Charter where we agreed to manage our water withdrawals, Granholm added. We need a fair and balanced approach to water withdrawal that will allow us to protect our water resources while also providing a predictable regulatory climate under which businesses and communities can thrive."

Granholm's comprehensive water initiative addresses the major concerns facing the Great Lakes today: water withdrawal, invasive species, open water disposal,

National Pollution Discharge Elimination System (NPDES), revised sanitary code, wetlands protection, and securing federal funding for Great Lakes restoration projects.

DEQ Director Steven E. Chester echoed the Governor's comments on the urgency of the water issue.

"Now is the time to be bold in protecting our most precious resource water," said Chester. "This comprehensive plan will provide us with the regulatory framework essential to preserving the Great Lakes and Michigan's lakes and streams."

In addition to the proposed Water Legacy Act that will be delivered to state lawmakers in February, the initiative includes administrative steps that the Granholm Administration will immediately implement to protect Michigan waters.

Those steps include an executive directive signed by the Governor that prohibits state agencies from approving the open water disposal of contaminated dredge materials in Michigan waters; and, a second executive directive to be signed later this month that asks the DEQ to protect critical isolated wetlands on state land from harm.

Further, the Governor will ask the Attorney General to join a number of environmental and conservation groups in a lawsuit against the EPA to compel them to regulate ballast water discharges, and ask state lawmakers to live up to the 2004 budget agreement by approving user fees to fund the National Pollutant Discharge Elimination System, a critical component in monitoring what goes into our water.

Finally, the Granholm Administration will ask the Bush Administration to fund the first installment of a multi-year Great Lakes restoration effort.

"We are at a crossroads in determining the future of the Great Lakes," said Granholm. "We can choose to take action and ensure for future generations crystal blue water, rainbow trout, clear babbling brooks, and green productive fields, or we can choose to wait for another state or country to determine the

State Group Happenings

future of our Great Lakes. I choose to act and take the future into our own hands.”
—Heidi Hansen

MOWRA UPDATE

On January 20, 2004, Governor Granholm wrote her first Special Message to the Legislature, out of a sense of urgency to protect a key element of Michigan’s legacy—our water. In this letter, the Governor has asked the DEQ to work with appropriate constituencies on this and to draft and deliver a suggested sanitary code to the Legislature within 90 days. The DEQ is currently organizing this group of constituencies, and MOWRA has appointed Dan Milan from Milan Engineered Systems as our representative in this process. Several other MOWRA members are also involved in the group; however, they are there to officially represent other interested constituencies.

- In light of the recent discussions on a statewide sanitary code, MOWRA

voted to send monetary support to the NOWRA Model Performance Code. As discussions progressed, MOWRA also appropriated funds to pay the necessary expenses for Mike Corry to attend a meeting in Michigan to present the benefits of the Model Performance Code.

- The Michigan Department of Environmental Quality has made one of its most recent guidance documents available online. *Pressure Mound Systems: Technical Guidance for Site Suitability, Design, Construction and Operation and Maintenance* is available by going to www.deq.state.mi.us/documents/deq-wd-eh-ld-mounds.pdf <<http://www.deq.state.mi.us/documents/deq-wd-eh-ld-mounds.pdf>>.

- The 53rd Annual Michigan Onsite Wastewater Conference was a huge success. The exhibit rooms were full, and the number of attendees reached 468. This number was slightly down

from last year, but still very high considering the budget cuts that have been implemented in many local health departments.

Several State Legislators were able to attend for one day of the conference, seeing all that our industry was involved in and had to offer.

- MOWRA also wishes to recognize several individuals for their efforts over the last year. Bonnie Recker and Rod Ziegel are thanked for their outstanding work on enhancing and publishing the Association’s newsletter, *The Michigan Insight*. Paul Lubinski, the Government Liaison, is also recognized for his many hours of work in filing an amicus brief on behalf of the Association in a court case regarding cluster systems.

A Uniform State Code for Septic Systems in Michigan?

—Ted L. Loudon

Michigan Governor Jennifer Granholm issued a Special Letter to the Legislature in which she called for the development of a state sanitary code to provide uniformity of regulations throughout the state and to establish a program of regular inspection of septic systems and other onsite wastewater treatment facilities. Some jurisdictions in the state have already developed a requirement that septic systems be evaluated each time a property transaction occurs but that is not a uniform practice. It has long been recognized that septic systems are often neglected by homeowners until they experience a problem. The regulatory structure has been such that small systems, which treat flows less than 1,000 gallons a day, are regulated by the local health department using locally developed codes. In many locations local health departments administer state rates for flows up to 10,000 gpd. Michigan is the only state that does not have a statewide code to provide an overall regulatory program for onsite sewage treatment and disposal. It appears that will be changing in the near future.

The technology for providing good treatment of wastewater on site, even in areas where the soils are considered inadequate, is rapidly advancing. Development of a program that will allow the state to evaluate and accept or reject new technology, thus providing more uniformity statewide, is needed.

Both research and experience in other states have shown that where regular inspections of onsite wastewater treatment

systems are done, failures such as sewage coming to the surface or backing up into a dwelling are averted. Regular inspection and maintenance as required can result in systems working well for a long period of time. Septic systems function amazingly well under total neglect—but that doesn’t mean that neglect constitutes an adequate program. Convincing homeowners that they need to subscribe to and pay for regular evaluation and maintenance of their systems will be a hard sell. People are accustomed to having a system that is out of sight, out of mind and “free” until catastrophic failure comes. It is anticipated that a new code will provide for use of improved technologies and regular monitoring, maintenance, and evaluation of system performance to assure that systems are properly operating within the environmental constraints of a particular site.

It is hoped that the state will widely seek input in the development of a statewide program and that a program that is both environmentally sound and acceptable to system owners can be developed. Much educational programming will be needed to help homeowners accept the need for regular maintenance. MSUE has a good bulletin (WQ-39) in the form of a records-keeping folder for use in homeowner education programs. Please contact me if you would like help with educational meetings related to onsite and small community wastewater systems.

State Group Happenings

Ohio

OOWA recently held its fifth annual conference in Akron, Ohio. We again partnered with the Ohio Land Improvement Contractors Association (OLICA) to reach out to our diverse membership. As our organization continues to grow, so does our annual conference. This year's conference was a huge success and featured presentations on a wide variety of topics, including unique sewage system designs, system monitoring programs and regional watershed planning activities throughout Ohio. Tim Frank, NOWRA President, kicked off the conference with his insight on where the onsite industry is headed in the future and the role NOWRA will play. OOWA also held its annual election of board members at the conference. Although Dr. Brian Slater, Doug Ruehl and Ty Cook left the board, I am sure they will stay active in OOWA. Doug and Ty are directly involved in the coordination of our OOWA Installer Qualification Program. Along with Ralph Benson, Jeff Malcolm and the rest of the program coordinating committee, they have the program poised for continued growth and success in the future. OOWA would like to recognize our new board members—Dr. Karen Mancl, Dusten Gurney and Joseph Keiser. We are lucky to have a steady stream of very qualified board members who are willing to commit the time and energy to help keep OOWA headed in the right direction. OOWA would also like to recognize one of its members, Tom Grigsby, for his direction and tireless planning of our annual conferences. Tom has done a great job arranging our conferences, coordinating speakers and solving many of the conference crises as they arise. Tom's shoes will be hard to fill. Although we hope he stays active in the organization, our conferences will not be the same without Tom's vision and his ability to inspire the crowd with one of his patented motivational speeches.

Thanks to NOWRA's hosting capabilities, OOWA has successfully launched a website—ohioonsite.org. We hope to utilize

this site a great deal to get important updates out to our membership. Please take a look and let us know what you think. Positive input and constructive criticism is always welcome.

On the legislative front, OOWA has been actively involved in supporting household sewage legislation—House Bill 231. Proposed amendments that would clarify issues impacting our membership have been accepted and are now part of the bill. This legislation is long overdue and is currently receiving testimony in the Regulatory Reform Subcommittee of the Ohio House of Representatives. The most controversial part of the bill revolves around the definition of "household sewage treatment system" and the gallons per day of wastewater to be incorporated in this definition. System sizes ranging from 1,000 to 2,500 gpd have been proposed. Likewise, the ability for local health departments to oversee small commercial system design and installation is also being incorporated into the bill. Many organizations and state agencies are involved in this process, which often makes a consensus difficult to reach. Despite the daunting task of passing sewage legislation in Ohio, which happens about as frequently as one of our Ohio NFL teams wins the Super Bowl (never), all of the participants are keeping a positive outlook and are working closely with Rep. Tom Niehaus, who has been the primary sponsor of the bill. OOWA would like to thank Rep. Niehaus for his commitment and support of the onsite industry. We hope that by the time you read this update, House Bill 231 has passed out of the Ohio House of Representatives and is on its way to the Ohio Senate.



Ralph Benson conducts an afternoon of IQ Contractor training.

2004 OOWA BOARD OF DIRECTORS

BOARD MEMBERS

Rick Novickis, President
Conall Stapleton, Past President
Jim Whitcraft, President Elect
Mary Ann Webb, Vice-President
Jeff Malcolm, Treasurer
Kathryn Madden, Secretary
Jean Caudill
Dusten Gurney
Joe Keiser
Scott Marut
Dan Michael
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EXECUTIVE SECRETARY

Susan Ruehl

COMMITTEE CHAIRS

Administration/Procedures: Joe Keiser
Installer Qualification: Ty Cook
Communications: Jean Caudill
Legislation/Rules: not filled
Membership: Dan Lark



NOWRA President Tim Frank gives the opening address of the conference.



OOWA President Elect Jim Whitcraft

Tom Grigsby is recognized by OOWA President Rick Novickis for his five years of service as Program Chair.



... State Group Happenings ...

Pennsylvania

Wastewater Nutrient Management Forum

*For Individual Residential and Small
Community Wastewater Systems*

Proposed Date: Wednesday, June 16, 2004

Venue: Delaware Valley College, Doylestown, PA

Proposed Program:

- 8:00 - 8:45 AM - Registration (with coffee and donuts)
- 8:45 - 8:50 AM - Introduction
- 8:50 - 9:10 AM - "The Importance of Nutrient Management"
 - DEP Department Secretary or Deputy Secretary
- 9:10 - 9:40 AM - "What are we doing now?"
 - DEP - an update on the TVP Protocol and field determination of Nitrate limits by Hydro Analysis
- 9:40 - 10:25 AM - "How are Nutrients removed from Wastewater?"
 - Dr. Albert R. Jarrett, P.E., Professor of Agricultural Engineering, Pennsylvania State University
- 10:25 - 10:50 AM - Morning Break
- 10:50 - 11:00 AM - Del Val College Update
 - Larry Hepner, Chair of Agronomy and Environmental Science Department, Delaware Valley College
- 11:00 - 11:30 AM - Recirculating Sand and Gravel Filters
 - Dr. Matt Byers, Manager for Zoeller Company's Onsite Research and Development Program
- 11:30 - 12:00 PM - Attached Growth Media
 - Raymond Peat, Vice President, Marketing for Bio-Microbics, Inc.
- 12:00 - 1:00 PM - Lunch
- 1:00 - 1:30 PM - Textile Filters
 - Kerry Atherton, Northern Region Account Manager, Orenco Systems, Inc.
- 1:30 - 2:15 PM - BNR and MBR treatment systems
 - Ed Jordan & Reza Shams, US Filter Jet Tech
- 2:15 - 2:45 PM - Continuing O&M management practices.
- 2:45 - 3:00 PM - Afternoon Break (cold drinks)
- 3:00 - 4:00 PM - Open forum discussion. ♡



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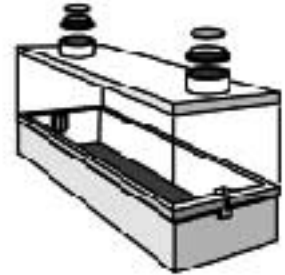
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NOWRA's 13th Annual Technical Education Conference and Exposition
Albuquerque, New Mexico ■ November 7-10, 2004

NOWRA welcomes all industry representatives to submit proposals for papers to be presented at the Annual Technical Education Conference in Albuquerque, N.M. All papers accepted will be included in the Proceedings distributed to conference participants and be available for sale. Individuals making presentations *must provide a paper for the proceedings*. Alternate selections for the respective sessions will also be identified. Education session topics include, but are not limited to the areas listed here.

Proposed papers are given consideration only if the materials requested in this form are delivered complete and in a timely way. E-mailed or faxed submissions are acceptable, with details provided in the following format *and produced in a Microsoft Word or WordPerfect document*.

E-mail to: nowra@hanifin.com; **Fax to:** 410-798-5741;
Mail to: NOWRA, P.O. 1270, Edgewater, MD 21037
DEADLINE: Abstracts cannot be accepted after March 30, 2003.

Please complete the sections below and on the reverse side.

Topics include, but are not limited to:

- Nutrient – projects and research
- Planning
- System and Operations Design
- Innovative Programs
- Regulatory and Legislative
- Technical Systems
- Operations and Maintenance
- Management
- Communications & Public Information
- Other Areas

This form is available for download from NOWRA's website: www.nowra.org

Proposed Paper Title

Relevant Topic Area **Length of Presentation (25 minutes or 50 minutes)**

Presenter's Name

Position and Organization

Street Address

City **State/Province** **Zip/Postal Code** **Country**

Phone **Fax** **Email**

Co-authors

Biographical Information of Presenter (Not a detailed résumé.)

Education:

Relevant details affecting your work within the onsite industry:

Presentation Proposal Section

Short Abstract: Condense the abstract to a 3-4 sentence statement. This brief statement is used in program promotions and in fulfilling CEU credit requirements from various states.

Regular Abstract: The abstract should provide enough information for the Program Committee to determine how the presentation fits into the Program. Describe the information to be presented, the status of the work, the insights gained in the remaining space below. This abstract should be no more than 200 words. Please do not submit a finished presentation or a PowerPoint presentation. Keep it simple.

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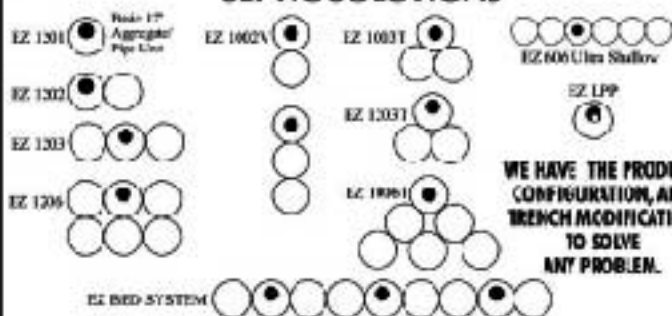
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13th ANNUAL CONFERENCE & EXPOSITION

ALBUQUERQUE
CONFERENCE CENTER

NOVEMBER 7-10, 2004

RECYCLE & RE-USE



FEATURING
TWO NEW
PRE-CONFERENCE
WORKSHOPS:



INSTALLER TRAINING



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RECLAIM WASTEWATER



NOWRA

P. O. Box 1270
Edgewater
MD 21037-7270

"Making the Difference
in Onsite"

Greetings to Onsite Industry Company Members

It's that time again, to bring to your attention the National Onsite Wastewater Recycling Association's 13th Annual Technical Education Conference and Exposition scheduled for November 7-10, 2004. This premier education and marketing event for the onsite industry will begin Sunday, November 6, 2003, at the Hyatt Regency Hotel in Albuquerque, New Mexico, with two new pre-conference workshops. All events are designed to provide more interaction, education and knowledge about your products and services for the design, management and operation of onsite wastewater systems. Our mission is to ensure that you have, and leave with, numerous successful opportunities in 2005.

Exhibitors at the 2004 Conference will find the facilities at the Hyatt Regency Albuquerque Conference Center a terrific location to promote products, develop new contacts and build upon existing relationships with professionals in the onsite industry. Social activities and break events are planned within the Exposition area in order that maximum interaction takes place between conference attendees and the service industry. Again, we are marketing this event early to give you advance notice on these programs. The bottom line is that... few onsite industry events offer the chance to market products so directly to your most important customers as NOWRA's Annual Conference.

This year, we are offering double and single booths in the ballroom and foyer to educate participants about your products and services. Enclosed is the new exposition layout that identifies their various locations. We believe this format provides a great selection of marketing locations. Our goal is to ensure that **you** have a highly successful event.

In response to feedback about NOWRA's 2003 Conference Exposition, exhibit hours have been re-adjusted to offer "prime-time" meeting opportunities. More importantly, **we are offering free admittance to the Exposition areas all day Monday for contractors, builders and realtors. We have secured the services of the local businesses to ensure that this information is publicized. We also urge you to contact your clients and individuals you want to invite to visit your booth.** In addition, educational programs are also available as incentives for contractors who desire to attend the conference. Similar opportunities are planned for regulators to maximize their time with the onsite industry exhibitors. We hope that through these changes and actions, we continue to demonstrate that we are listening to your needs and fulfilling our commitment of support.

Should you have any questions about the Exposition after reading the enclosed materials, please do not hesitate to contact us. We look forward to an exciting Conference and Exposition—and most importantly, to seeing you there!

Sincerely,

Tim Frank, President

Raymond Peat, Vice President

Linda Hanifin Bonner, Ph.D., Executive Director



IMPORTANT INFORMATION

WHEN AND WHERE?

Exhibitors' Schedule

The NOWRA Exposition will be located in the Enchantment Room and the Pavilion Ballroom of the Hyatt Regency Albuquerque, 330 Tijeras NW, Albuquerque, NM

Booth Set-Up	Sunday, Nov. 7, 2004	9:00 a.m.
Opening Reception	Sunday, Nov. 7, 2004	5:00 p.m.-7:00 p.m.
Exposition Hours	Monday, Nov. 8, 2004	ALL DAY: 8 a.m.-6 p.m.
	Tuesday, Nov. 9, 2004	8:00 a.m.-12:00 p.m.
Breakdown	Tuesday, Nov. 9, 2004	4:00 p.m.

Booth staffing during technical sessions is optional, we urge everyone to participate in the sessions.

Refreshments will be provided in the Enchantment Room and Pavilion Ballroom at designated hours.

Security will be provided during set-up and exhibit hours. The Enchantment Room and Pavilion Ballroom will be locked during evening hours.

NOWRA reserves the right to remove other materials and to reject a registration for any reason.

WHAT DOES THE SPACE COST?

Pavilion Exposition Hall and Foyer

The NOWRA Member rate for a	Single booth	\$950
	Double booth	\$1900
Non-NOWRA Member rate for a	Single booth	\$1200
	Double booth	\$2300

Reservations received after September 1, 2004 will be accepted on a space available basis, with an additional late fee of \$200.

WHAT IS INCLUDED IN THE SPACE?

Each 10 X 8 booth includes:

- 1 7" x 44" one-line, black on white identification sign to include booth number
- 1 8' x 30" x 30" table topped in white vinyl and skirted on three sides
- 2 chairs
- 1 wastebasket

Each 10 X 8 booth registration includes:

- Two full conference registrations
- Company name and profile in the Exhibitors' Listing in the Conference Program
- Exposition Hall signage as of publication date.

One-time use of a set of mailing labels of all conference registrants available, upon request, thru December 31, 2004 for exhibitors.

All booths are being set up as defined in the floor plan. Booth back drapes are 8' high with two 36"-high side dividers, supported by a steel framework. All drapery is clean, properly hemmed and flameproof in accordance with local fire regulations. The hall has permanent carpet.

Booth Space Assignments begin April 1, 2004, with priority given to NOWRA Business Benefit Program members.

RESERVING SPACE

Complete and sign the "Exhibit Space Reservation Form."

Mail it with your check (payable in U.S. \$\$) to NOWRA, P. O. Box 1270, Edgewater, MD 21037-7270; or fax the form with credit card payment. (410/798-5741). Returned checks will be charged a \$50.00 fee.

CANCELLATIONS

- If an exhibitor cancels on or before September 30, 2004, a full refund, less \$50 processing fee, will be made.
- If an exhibitor cancels after October 1, but prior to October 15, there will be no refund, unless the Exposition is sold out and the space can be reassigned, in which case the exhibitor will pay 50% of the total contract fee.

1. Exhibitors must first contact the NOWRA office to cancel space reservations.
2. A cancellation is not effective until it has been received in writing from the exhibitor.
3. Signed cancellations sent via facsimile will be accepted (1-410-798-5741).

COMPANY VISIBILITY

Become a Business Benefit Program Member and Conference Sponsor at NOWRA's 13th Annual Technical Education Conference and Exposition and receive **additional company visibility and recognition, and reduced rates**. For additional information about sponsorship opportunities, contact Brenda Guy at 1-225-665-1666. Don't miss this wonderful marketing opportunity!***

Conference Program Advertising

- The Conference Program will go to press October 3, 2004.
- The deadline for reserving prime advertising space is August 1, 2004.
- The deadline for advertising copy to be submitted to NOWRA is August 29, 2003.

***Conference Program Advertising is included in the Annual Advertising Contracts of the Business Benefit Program.

Special Advertising rates for the Conference Program issue are:

Full Page (10"x7.5")	\$1050.00 (b/w)	\$1550.00 (color)
1/2 Page (7.5"x4.875")	\$750.00 (b/w)	\$ 825.00 (color)
1/4 Page (3.625x4.875")	\$450.00 (b/w)	\$ 575.00 (color)
Business Card (2.5"x1.5")	\$150.00 (b/w)	
Back Cover		Reserved
1/2 Inside Back Cover		Reserved
Full Inside Front or Back Cover		Reserved

HOTEL RESERVATIONS

All Lodging Reservations for NOWRA's Conference will be made directly with the Hyatt Regency Hotel by calling 505-842-1234 or 800-233-1234.

All Hotel Rooms are \$89.00 per night + taxes.

Please remember to ask for the NOWRA group rate. Cancellations must be made 72 hours prior to arrival. After this time, individuals will be charged for the first night of their reservation or forfeit their individual deposits.

CONFIRMATION AND EXPOSITION KITS

When registration is complete (and paid for), exhibitors will receive confirmation and booth space assignment from the NOWRA office.

Exhibitor kits will be mailed from Convention Services of the Southwest, Inc., beginning September 1, 2004, and include order forms for electrical, telephone and any other booth needs.

Exhibitor materials must be shipped to the Convention Services Contractor and NOT to the hotel.

LIABILITY

NOWRA is not responsible for, and does not carry liability insurance for, the safety of your exhibit materials or equipment against theft, robbery, accidents, damage by fire or any other cause prior to, during, or subsequent to the conference period. Valuables should be removed from all booths when not staffed. Please check with your insurance carrier regarding Conference coverage.

EXHIBIT SPACE RESERVATION FORM

NOWRA'S 13TH ANNUAL TECHNICAL EDUCATION CONFERENCE & EXPOSITION

Company Information

Company / Organization (please print)

Address

City State Country Zip/Postal Code

Phone Number Fax Number Website:

Company name exactly as it should be listed

Contact Person Information

Person to contact for space assignment: Title:

Phone: Fax: Email:

Person to receive materials: Title:

Address

City State Country Zip

Street Address (If PO box is used above)

Booth Personnel at Conference

Attendee #1 Last Name First Name Name on badge (if different from First Name)

Attendee #2 Last Name First Name Name on badge (if different from First Name)

Street Address

City State/Province Zip/Postal Code Country

Daytime Phone Fax E-mail

PLEASE NOTE! After October 1, 2004, only one change is allowed on the booth personnel badges. After the one allowance, a \$25.00 charge will be made for every change initiated.

SPACE RESERVATION REQUEST

Every effort will be made to accommodate your placement request. **Priority booth assignments are given to NOWRA's Business Benefit Program Participants, Sponsors, Company Donors and long-term advertisers.**

Size of space Requested Single (10' x 8')
 Double (20' x 8')

Booth choice(s) for our company are:

1st: _____ 2nd: _____ 3rd: _____

SIGNATURE REQUIRED

I/we authorize NOWRA to reserve exhibit space for my/our use. I/we certify that the products to be displayed are used in the onsite industry. I/we acknowledge the payment and cancellations requirements contained in "Important Information."

Exhibiting Company Authorized Signature

Title _____ Date _____

PAYMENT & MEMBERSHIP INFORMATION

Booth rental fees:

NOWRA Member rate \$950 (check)
\$985 (credit card)
Double: \$1900 (check or credit card)

Name: _____

Member Number: _____

____ New member (Membership enclosed-\$140)

Non-member rate (single) \$1000
Double: \$2100 (check or credit card)

Late fee \$200

CONFERENCE SPONSOR DONATION

Platinum-\$2500 Gold-\$1500
 Silver-\$750 Bronze-\$500

CONFERENCE PROGRAM ADVERTISING

Full Page \$1050.00 (b/w)
 \$1550.00 (color)
 1/2 Page \$750.00 (b/w)
 \$825.00 (color)
 1/4 Page \$450.00 (b/w)
 \$575.00 (color)
 Business Card \$150.00 (b/w)

Registrations cannot be accepted without full payment in U.S. Dollars. Please make checks payable to **NOWRA 2004 Annual Conference & Exposition.**

Enclosed is our check # _____ for \$ _____

Visa MasterCard

Amount \$ _____

Credit Card Number _____

Expiration Date _____

Name on Card _____

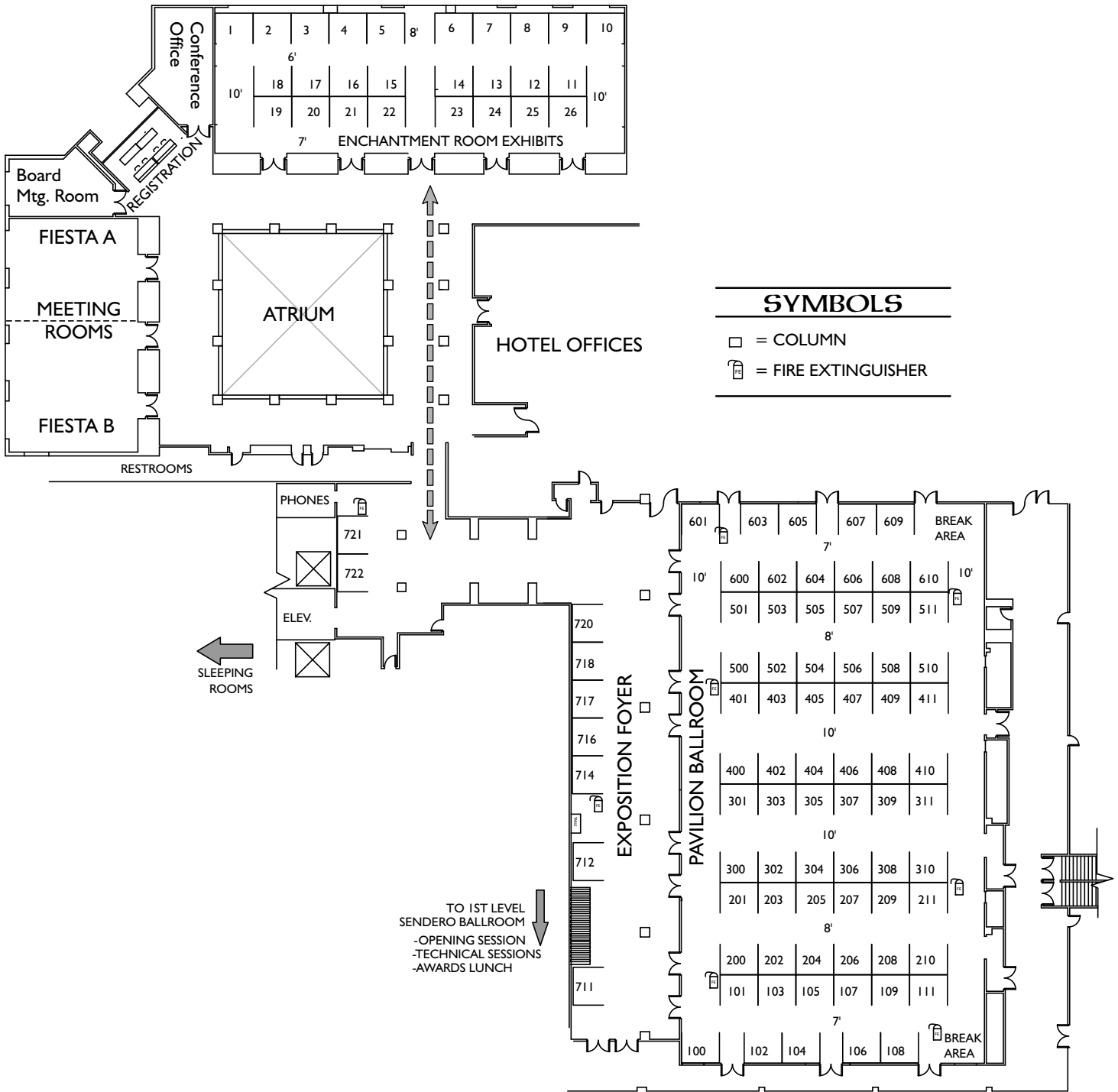
Signature (required) _____

**Mail Completed & Signed Registration Form with Payment in Full to
NOWRA Exposition Registration
P. O. Box 1270, Edgewater, MD 21037-7270
or FAX Credit Card Paid Forms to:
410-798-5741**

Pmt. Recd _____ Entered _____
Confirmed _____



EXPOSITION HALL LAYOUT



SYMBOLS

□ = COLUMN

☒ = FIRE EXTINGUISHER



PRELIMINARY CONFERENCE SCHEDULE
 HYATT REGENCY HOTEL
 ALBUQUERQUE, NEW MEXICO

	Saturday-Nov 6	Sunday-Nov 7	Monday-Nov 8	Tuesday-Nov 9	Wednesday-Nov 10
7:00-8:00		Workshop and Exhibitor Registration	Conference Registration	Conference Registration Committee Meetings	
8:00-9:00	NOWRA Board of Directors Meeting	Pre-Conference Workshops Sendero & Fiesta	Opening General Session Sendero Ballroom	Exhibit Hall Open 8:00-12:00	Post-Conference Session
9:00-10:00		Exhibitor Set-up Pavilion Ballroom and Enchantment Room	Exhibit Hall Open All Day for Public—Contractors, Realtors, Builders	Technical Sessions 9:00-12:00	Technical Field Trips
10:00-11:00			Technical Sessions 10:00-12:00		
11:00-12:00	NOWRA Golf Tournament				
12:00-1:00		Conference Registraton Opens		AWARDS LUNCH Sendero Ballroom	Consortium Meeting
1:00-2:00					Board Meeting 1:00-3:00 p.m.
2:00-3:00			Technical Sessions 1:00-5:00 p.m.	Technical Sessions 2:00-5:00 p.m.	
3:00-4:00					
4:00-5:00				Exhibit Hall Break Down 4:00 p.m.	
5:00-6:00	Registration Open for Workshops & Exhibitors	Exhibit Hall Opening Reception	Committee Meetings 4:30-6:30 p.m.		
6:00-8:00					



CALL FOR ABSTRACTS/PRESENTATIONS
PRE-CONFERENCE WORKSHOP FOR NOWRA ANNUAL MEETING
 November 2004 · Albuquerque, NM

The Education Committee is developing a pre-conference workshop relating to reusing, recycling and reclaiming wastewater. This one-day, pre-conference session will be held just prior to the NOWRA annual meeting in Albuquerque, NM, in November 2004. The committee is soliciting people who are willing to make a presentation. Please submit a proposal to Jim Converse, Co-Chair of Education Committee via e-mail at jconver@wisc.edu.

Our emphasis will be related to onsite systems but we will also consider municipal reuse. Also if you know of someone who may be an appropriate speaker, please provide a contact and we will follow up.

NOWRA Onsite Journal 2004 Advertising

NOWRA is continuing its improvements in our main publication to our members—the Onsite Journal—providing benefits to both our advertisers and our membership. We are advertising NOWRA as well as all those products for which vendors and manufactures place ads. The Onsite Journal now reaches regulators throughout the U.S. and is placed on our website—even before it is mailed. Our goal in 2004 is to reach local public officials making decisions on the wastewater infrastructure. The 2004 publication themes are listed below. You are encouraged to submit articles of interest and new product promotions. This has had a positive effect with the regulatory community, resulting in requests for additional copies of the newsletter.

Issue	Theme	Deadline
January/February	2003 Annual Report/2004 State Programs & Legislation Affecting the Industry	December 15, 2003
March/April	Product and Services Guide	April 15, 2004
May/June	Treatment Technology; Maintenance & Operations; Preliminary Conference Promotion & Registration	May 15, 2004
July/August	Conference Registration/Model Code Update; Industry Communications & Management	June 30, 2004
September/October	Conference Program	September 1, 2004
November/December	Annual Report/Membership/Financial Management	October 30, 2004

2004 ONSITE JOURNAL ADVERTISING RATES

Page Size	Single Issue	Month	Annual (6 issues)
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BLACK & WHITE

Full Page	<input type="checkbox"/> \$1,050	_____	<input type="checkbox"/> \$5,800
Half Page	<input type="checkbox"/> \$750	_____	<input type="checkbox"/> \$4,250
Quarter Page	<input type="checkbox"/> \$450	_____	<input type="checkbox"/> \$2,650
Business Card	<input type="checkbox"/> \$150	_____	<input type="checkbox"/> \$840
Classified Ad	<input type="checkbox"/> \$50	_____	<input type="checkbox"/> \$275

FULL COLOR

Full Page Inside Front Cover	<input type="checkbox"/> \$1,550	_____	<input type="checkbox"/> \$8,850
Half Page Inside Front Cover	<input type="checkbox"/> \$875	_____	<input type="checkbox"/> \$4,750
Half Page Outside Back Cover	<input checked="" type="checkbox"/> \$1,050	_____	<input type="checkbox"/> \$5,800 (taken)
Half Page Inside Back Cover	<input type="checkbox"/> \$875	_____	<input type="checkbox"/> \$4,750
Half Page	<input type="checkbox"/> \$825	_____	<input type="checkbox"/> \$4,750
Quarter Page	<input type="checkbox"/> \$575	_____	<input type="checkbox"/> \$3,300
Full Page Inside Back Cover	<input type="checkbox"/> \$1,550	_____	<input type="checkbox"/> \$8,850

For a single issue advertisement, write the Issue months in the Issue column; to prepay for all six (6) issues place a 4 in the column to the left of the Annual Payment column, and to pay per issue with an annual (six (6) issue) commitment place a 4 in the column to the left of the Pay per Issue column.

Payment and copy is due by the above listed Copy Deadline dates for the individual issues. All NOWRA publications are produced on a Macintosh G4 system using QuarkXpress. Preference is to receive ads via e-mail as eps or pdf files. Hard copy is also accepted, but caution that the quality of a scanned ad may not be as crisp as the original. Questions on the formatting specifics of an ad should be addressed to Susan Rutter, NOWRA publications designer at 757-595-9130 or e-mail sbrutter@cox.net.

This contract is not subject to cancellation after the date of the copy deadline listed on page 1. The advertiser is responsible for furnishing final files along with proofs, prints, and copy for the aforesaid advertisement(s) by the deadline dates specified. In the event copy is not received by the closing date, the publication of the name and address of the advertiser(s) will be considered in compliance with the terms of this contract. NOWRA hereby reserves the right to reject advertising copy furnished by the advertiser under this contract.

I (we) do hereby authorize the National Onsite Wastewater Recycling Association, Inc. (NOWRA) to publish our advertisement(s) as indicated above. It is agreed that no other understanding exists except as specified in this contract.

Company: _____ Contact Person: _____

Phone: _____ Fax: _____ email: _____

Address: _____ City: _____ State: _____ Zip: _____

Bill Company Check Enclosed Credit Card No.: _____ Exp. Date: ____/____

Visa MasterCard Discover Name on Card: _____

Authorizing Signature: _____

NOWRA Document Adoption Procedures

To ensure that materials produced are consistent with NOWRA Policies and Procedures, all technical documents are to be reviewed and approved, prior to public distribution.

As recommended by the NOWRA Technical Practices Committee and adopted by the Board of Directors, February 24, 2004

The NOWRA Board of Directors, its Standing Committee members, or members at large may from time to time desire to have materials formally adopted, endorsed, or publicly recommended by NOWRA. This protocol is intended to give NOWRA members guidance for achieving this goal.

The NOWRA Board and committees are all volunteer. As such, the willingness to review any material will be at the sole discretion of the Board and committee chairpersons. In addition, the priority of any review or the timeliness of the review will be at the discretion of the Board and Committee chairpersons.

The following procedures being used by other organizations to issue standards and documents are adapted for use within the current capabilities of NOWRA as an organization.

PROCEDURES

1. Submission to the Board – A NOWRA member, interested party or standing committee may present a written proposal for consideration to the Board. Proposals shall be submitted to the Executive Director for transmittal to the board as a board meeting agenda item.

2. Board Consideration – The Board will review the proposal and may accept the proposal as presented, accept with modifications, reject the proposal, or refer to an appropriate committee for their review and recommendations. After due consideration, the Board will take one or more of the following actions:

- Notice of rejection or modification is provided to the submitter by the Board with reasons stated.
- Acceptance – The submitter is notified of Board Action.
- Referral to a standing committee or appointed task force (see #3).

3. Board Action – The Board may act directly on the proposal or refer it to a committee or task force.

- If the proposal is referred to a task force, a Chair and Vice-Chair (committee officers) are appointed by the President. The term of appointment of a task force is for the term of the project, or 2 years, or until replaced by the President, whichever is longer. There is no limit to the number of terms served by officers or members of Task Force committees. The committee size is determined by the President in consultation with the Chair.
- The committee or task force Chair appoints committee members with the approval of the President. The make-up

of a committee or task force should be balanced among the 7 NOWRA membership groups, but will depend on the task at hand. If there are insufficient qualified volunteers from the individual subgroups, additional appointments may be made from the VIP category (any person). The Chair may withdraw appointments to the committee for non-participation or cause. The committee meetings shall be open to any NOWRA member. At the Chair's discretion, non-committee members may participate in the committee discussion. The chair may allow participation of as many non-voting participants as he or she deems appropriate.

4. Appointment of Subcommittees – The Committee chair may appoint subcommittees and subcommittee chairs for specific tasks. The subcommittee membership does not need to be balanced. The subcommittee may advance proposals within the scope of their assignment by majority vote.

5. Consideration of Subcommittee Recommendations – The standing committee or task force shall consider the proposal of the subcommittee.

6. The standing committee or task force shall make interim decisions by majority vote of the committee members present and final decisions by vote of 2/3 of appointed members. Final decisions are those that involve standing committee or task force recommendations to the Board. The committee members present in person or participating by phone may vote. The chair may excuse members from attendance. At the request of an excused member, the vote may be held open for 10 calendar days to record the ballot of the excused member. Members absent but not excused may not vote. Dissenting voters may present written reasons for their negative vote to the Board as explanation for their position.

7. The Board shall receive and consider the proposal submitted by the standing committee or task force. The Board, by majority vote, may accept the proposal, reject the proposal or return the proposal to the committee with suggestions for revision.

8. Review times for each proposal shall be set by the Board chairman. Materials presented to the board shall be submitted for board consideration in writing two weeks prior to the board meeting for which the material is on the agenda. Other interested committees will be allowed two weeks for review unless the time is extended by the primary committee chair.

A Wisconsin Installation

The system installed here is typical of a mound in that sand is applied to chisel-plowed ground and must be constructed when weather is dry. The house is located in LaCrosse County, Wisconsin (Township of Greenfield), where the terrain is very hilly and full of coulee. This area, near the Mississippi River and never covered by glacier, provides a very scenic terrain and many suitable building sites.



Installer: Hess Excavating of Coon Valley, WI
Tank supplied by Crest Precast Concrete

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18,000 Gallon Precast Concrete Tank

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National Onsite Wastewater Recycling Association

Onsite Journal

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