



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Approved WATER UTILITY BOARD

Tuesday, December 18, 2012

4:30 PM

Water Utility Conference Room A&B
119 E. Olin Ave.

CALL TO ORDER / ROLL CALL

Madeline Gotkowitz called the meeting to order at 4:30 p.m.

Present: 5 -

Lauren Cnare; Mike DePue; Madeline B. Gotkowitz; Larry Nelson and
Doug Voegeli

Excused: 2 -

Bruce Mayer and Sue Ellingson

APPROVAL OF MINUTES

A motion was made by Cnare, seconded by Nelson, to Approve the Minutes of the November 20 and November 27 meetings. The motion passed by voice vote.

PUBLIC COMMENT

There were no registrants.

DISCLOSURES AND RECUSALS

There were none.

MONITORING REPORTS

Bruce Mayer and Sue Ellingson arrived at 4:34 p.m.

Present: 7 -

Lauren Cnare; Mike DePue; Madeline B. Gotkowitz; Larry Nelson; Doug
Voegeli; Bruce Mayer and Sue Ellingson

1. [28621](#) Reliability Report

Attachments: [O-2C Reliability December 2012.pdf](#)
[2013 Capital Budget](#)

A motion was made by DePue, seconded by Cnare, to accept the interpretation and monitoring data provided in the report. The motion passed by voice vote.

2. [28053](#) Sustainability Report

Attachments: [O-2E Sustainability December 2012.pdf](#)

A motion was made by Cnare, seconded by Mayer, to accept the interpretation and monitoring data provided in the report. The motion passed by voice vote.

3. [28622](#) Quality and Performance Improvement Report.

Attachments: [EL-2I Quality and Performance Improvement December 2012.pdf](#)

A motion was made by Cnare, seconded by Mayer, to accept the interpretation and monitoring data provided in the report. The motion passed by voice vote.

INFORMATIONAL ITEMS

4. [22206](#) Notification of noncompliance with any Water Utility Board Policies.

There was no noncompliance to report.

5. [24301](#) Items of general interest and update on any rate case in progress.

General Manager Tom Heikkinen provided an update on Project H2O, the utility's Advanced Metering Infrastructure Project.

NEW BUSINESS

6. [28630](#) Request to Solicit Consultant Proposals: Computer Aided Drafting (CAD) Work Methods.

Attachments: [Request to Solicit Consultant Proposals- CAD Work Methods.pdf](#)

A motion was made by Cnare, seconded by Ellingson, to refer indefinitely to Water Utility staff. The motion passed by voice vote.

7. [28631](#) Request to Solicit Consultant Proposals: Architectural Services for Water Utility Operations Center

Attachments: [Request to Advertise- Architectural Services for Operations Center.pdf](#)

A motion was made by Nelson, seconded by Mayer, to Approve. The motion passed by voice vote.

UNFINISHED BUSINESS

8. [27491](#) Reviewing Board Process Policies
- Attachments:** [Board Process Policies.pdf](#)
- The board reviewed all of the Board Process Policies and discussed potential revisions and improvements.
- Cnare volunteered to draft revisions to the Global Board Process Policy (#BP-1) and to the Secretary's Role Policy (#BP-2G).
- Nelson volunteered to draft revisions to the Procedural Guideline on Board Members' Conduct (#GUIDE-1).
- Staff will compile suggested revisions for approval at the board's January 29 meeting.
9. [27691](#) Water Utility 2011-2012 Annual Report
- Attachments:** [DRAFT1- 2011-2012 Water Utility Annual Report.pdf](#)
- Following discussion, a motion was made by Cnare, seconded by Ellingson, to Approve with Amendments. The motion passed by voice vote.

DISCUSSION ITEMS

10. [28623](#) Statement on the public health benefits of a water service connection requirement.
- Attachments:** [Draft Statement- 2012-12-12.pdf](#)
- The board discussed the draft statement (attached).

BOARD SELF-EVALUATION

11. [20013](#) Meeting Evaluation and Discussion.
- Attachments:** [Board Self-evaluation.pdf](#)
- Gotkowitz led the meeting evaluation.

FUTURE AGENDA ITEMS

12. [14501](#) Introduction of Future Agenda Items.
- Attachments:** [Decision Tree.pdf](#)
- No future agenda items were introduced.

ADJOURNMENT

A motion was made by Cnare, seconded by Ellingson, to Adjourn at 6:34 p.m.
The motion passed by voice vote.