



City of Madison

City of Madison
Madison, WI 53703
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Meeting Minutes - Approved WATER UTILITY BOARD

Tuesday, February 17, 2009

4:30 PM

119 E. Olin Ave., Rooms A & B

CALL TO ORDER / ROLL CALL

Present: 6 -

Bruce Mayer; Dan Melton; George E. Meyer; Jonathan H. Standridge;
Gregory W. Harrington and Michael Schumacher

Excused: 2 -

Lauren Cnare and Thomas Schlenker

APPROVAL OF MINUTES

George Meyer made a motion to approve the minutes of the January 27, 2009, meeting. Michael Schumacher seconded; unanimously passed.

PUBLIC COMMENT

Joel Belaire, 205 S. Kenosha Drive said he was present with Walt Stevenson to seek information. Our neighborhood has had a history of public actions being done in a public works sense, including cutting a large number of 150 year old trees in a park nearby, for a settlement pond which none of us were informed about. It was a shocking and dismaying experience for all of us from the neighborhood to go through. Subsequently policies of the City were quietly changed. Another thing that was done without advance information was ceasing to mow the park strip, the drainage way in among our 27 houses, which was subdivided years ago by the University as the Parkway Addition to Hill Farms, and it ceased to be treated as a park for a while. We vigorously protested that ceasing of mowing, which was just an acre or so of grass, but it made a huge difference with the growing up of weeds. Understandably, they are a little bit wary of about any actions taking place in proximity to our residential neighborhood. He mentioned piping being constructed down S. Kenosha Parkway instead of Whitney Way so there wouldn't be a lot of trees to disrupt in the process.

Walt Stevenson, 222 S. Kenosha Drive, said he was at the meeting for information. He appreciates being notified of projects.

Jon Standridge thanked them for coming to the meeting, that it's helpful to get input from the public, that we're really working the public participation plan. Jon said tonight we're just introducing it, not really discussing it.

Tom Heikkinen invited them to be on the Citizen Advisory Panel for planning the project to get feedback from the neighborhood, etc. It is a group of volunteers who meet directly with staff as we plan the project. He said it is a time commitment, asking Dennis Cawley to discuss that. Dennis said it would probably involve a two-hour meeting once a month, although that is difficult to project.

Curt Hedman, 940 Bristol Ct, Stoughton

President Standridge said he wanted to mention that this is the last meeting that Wendy will be attending and taking notes at, and he hopes everyone read the proclamation that comes later in the agenda. He said in 16 years, Wendy only missed one meeting and that is amazing.

ADMINISTRATION REPORT

1. [13693](#) General Manager's Report

Attachments: [2-17-09 Gen Mgr's Rpt.pdf](#)

Tom Heikkinen mentioned the presentation coming up after this meeting at 6:30 on the Master Plan and the Infrastructure Management Plan, and invited anyone interested to stay for that meeting.

The stimulus bill and what might be available to the Madison Water Utility: Tom said he's been working with the DNR's loan people trying to determine what their program is going to be. They are still working out the details. Nationwide there is going to be \$2 billion for drinking water, and 50% of that has to be available in the form of grants. The DNR doesn't deal with grants very much so they have to work out details. Today Tom drafted a letter that the program developed is favorable to Madison, especially in light of the fact that we have not participated with the DNR in this type of thing in the past. We do plan to participate in the future, even beyond the stimulus program that we will be eligible for. George said if there's \$2 billion, that would be roughly \$20 million per state. Tom said the DNR will sell revenue bonds and then offer low interest loans to utilities.

Tom mentioned there will be a team building employee potluck March 19 at Olin Avenue. Everyone is welcome to attend.

Jon mentioned that Tom mentioned he will be holding training on conducting meetings or improving meeting skills, and Jon thinks that is critical for the utility. We truly need to be good at holding meetings.

STAFF REPORTS

2. [13676](#) Water Quality Monitoring Report

Attachments: [2-17-09 Water Quality Rpt.pdf](#)

3. [13678](#) Water Supply Report

Attachments: [2-17-09 Water Supply Rpt.pdf](#)

Dan Melton asked about the last sentence on Femrite Drive, asking what he meant by offer of aid in finding future well sites. Joe DeMorett said that Mike Schmoller, a hydrogeologist with the DNR, offered his services in terms of contaminated sites, and if we had areas where we think we might like to put a well, he'd be happy to let us know of the existing contaminants he knows about. Joe said we're hoping to have the sentinel well between the Sycamore Landfill and Well 29 in by the end of March.

4. [13679](#) Operations Report

Attachments: [2-17-09 Operations Rpt.pdf](#)

5. [13677](#) Staffing Report

Attachments: [2-17-09 Staffing Rpt.pdf](#)

6. [13680](#) Engineering Report

Attachments: [2-17-09 Engineering Rpt.pdf](#)

Tom mentioned the Emergency Response Plan exercise that they did recently. There was a lot of participation from other City departments, Dane County, Police, Fire. We had a realistic scenario we went through, which was a massive power outage following a hot, dry spell in the summer, and the cascading of things we had to respond to and say what we'd do. Tom said it highlighted things we should be thinking about as well as providing an opportunity for the various stakeholders to interact and talk about setting up the Emergency Operations Center and what would happen and what we'd do.

Al Larson said we have the Utility's Emergency Response Plan and a committee so we've done exercises like this before. This was a good way for personnel from the different departments to meet in person as many people have never met other than talking on the phone. George asked if there is a City directive on this type of thing. Al said there is a City Emergency Committee that meets here monthly, and Al is on that committee. He said we as a utility have our own plan, which is a requirement of the vulnerability assessment, a sub-set to the City plan. There are county and state plans also. Al said in a real emergency this room would become the Emergency Operations Center. The agency that is impacted significantly would be would be the lead agency and would be working with representatives from the various agencies. George asked who commands this command structure. Al said we use NEMS, National Emergency Command Systems

Dan asked Dennis Cawley where we stand with the Zone 4 project. Dennis said we got a report back from the City Attorney's office about getting notice out a potential public meeting. We will have a formal public hearing at the next board meeting.

7. [13682](#) Customer Service Report

Attachments: [2-17-09 Cust Service Rpt.pdf](#)

Ken Key said Mark Ertel has been promoted to Water Services Inspector. Michael said he serves on the Mayor's committee looking at a 3-1-1 system that looks like it would include customer service, looking at new employees to direct the public.

8. [13681](#) Public Information Report

Attachments: [2-17-09 PIO Rpt.pdf](#)

Gail said there was a WISC interview, which ran yesterday and there is a link on their website to view the video. They interviewed Tom and it came across real well. She hasn't seen the one by WKOW yet but they do a weekly environmental program. Ron Seely of the State Journal is putting together some kind of story and he wanted to know about a couple of well houses that were built in the 1930s. Wells 7 and 8.

Jon said he saw the WISC piece and Linda Eggert put a lot of work into it, emphasizing water conservation, not the \$100 rebate.

9. [13683](#) Fund Balance Report

Attachments: [2-17-09 Fund Balance Rpt.pdf](#)

10. [13684](#) Financial Report: Toilet Rebate Program

Attachments: [2-17-09 Fincl Rpt-Toilet Rebate.pdf](#)

Tom said the Fund Balance Report is fairly typical. The Toilet Rebate is a new report this month. The revenue for this program won't start appearing until April when our rate increase is fully implemented. The budget is for \$250,000 worth of rebates. It is funded by a rate increase that will only provide about \$175,000 in that year. Michael brought up the cash flow statement, saying we haven't seen the final one for 2008 with the full years numbers. Bruce Mayer said he knows Robin intends to generate the report. He said we talked about a regular Income Statement instead of a Cash Flow Statement, and we talked about having that quarterly. There's a lot of accrual that has to happen and a statement takes more time. Tom said the Cash Flow Statement for December won't be ready until the books are finalized and the year is closed out financially, and that had to happen by April 1. Michael said he wants to see the snapshot of 2008. The formalized one coming in April is fine, but he doesn't want to wait until then. Bruce said then you may see an updated December report. Michael asked that this be put on March's agenda.

Bruce said he will be meeting with Virchow-Krause in April. When he gets the date, he'll announce it so if anyone else wants to attend. Dan asked if we could have a chart showing the projection of getting into the black as such and such a time, and have it show how close we are to reaching that goal. Tom said he doesn't know how it makes sense on a monthly or quarterly basis. Our projections for 2009 is that for the end of the year, 2009, is the break-even target.

NEW BUSINESS

11. Steering Team Update

Glenn Puntney, steering team member, said they've been working on a survey measuring progress in employee morale, which they do every year. The initial Internal Communications Team is being reconvened to resurvey to see how internal communication is going. Four design teams have been formed, one to look at a 4-day work week, another is new employee orientation to the Utility, and the third is cross-training coverage for backup, and the fourth is to update the employee handbook, which has been completed.

Michael Schumacher asked in the last year or two since EMA was here, what Glenn's take is on the progress that has been made. Glenn said he thinks the overall communication within the Water Utility has increased ten fold, and he's heard that comment from a lot of people. Better communication is a way for employees to get concerns to the Steering Team and Managers, and make people feel we're all on one team at the Utility. Michael asked what else he'd like to see happen. Glenn said right now a lot of people are interested in the 10-hour day thing. George asked if Glenn feels the Steering Team is empowered enough that if someone feels strongly about an issue, the team could do it. Glenn said we take everything very seriously, and he feels they have enough influence to make changes. There has been great cooperation with this. Tom said there are a lot of miscellaneous things that come up in the Steering Team form. Tom is not a member but he goes to the meetings. He said one topic that has come up a lot is regarding hydrants and the clearing of snow around them, and who is responsible for that. So it's a good forum to bring things up that have to be dealt with, even if not on the agenda. Tom thinks it's an excellent tool to keep the workforce engaged and involved, which is the key.

12. Near West Side Water Supply Augmentation

Tom Heikkinen said, as far as the public participation process for Water Utility facilities, the early steps have been to meet with the respective alder(s) associated with that project. We bring it to the board for introduction and referral to allow time for the establishing of a citizens' advisory panel and conduct our public meeting to get input before the board is formally asked to vote on establishing the project. That is where we are today, in that preliminary phase. We have the project manager here, Dennis Cawley.

Al Larson described the site using a map, showing it's at Whitney Way and Mineral Point Road. This well would be a two zone well to feed Zone 8 to the west, and also Zone 7 which is to the east of that location. With some piping improvements, if we moved it over to the Glenway site, we could actually use it to supplement flows into Zone 6, which is part of the University. He said we'll hear a lot more about the Master Plan later this evening, but this well was pointed out in the Master Plan as being used to supplement the supply in this area. Jon Standridge asked if it involved major pipe as well as the well. Al said only if we want to serve Zone 6. If we only want to serve Zones 7 and 8, there is no need for pipeline. Jon said so that's part of the decision, if we're going to serve Zone 6. Al said it's part of the decision that goes along with the Larkin Street Well that we've talked about previously. If we decide to drill a well at Larkin Street, then we wouldn't need the pipeline. If we don't drill that well, we'd have to be able to move water across the zone. Jon asked where the potential pipe would go. Al said he didn't know yet. Dennis Cawley said it would have to go north on Whitney Way from the site to Old Middleton Road, underneath Whitney Way.

George Meyer made a motion to move this item 12 to the April meeting. Michael Schumacher seconded; unanimously passed.

13. Leak Detection and Water Loss Report

Al pointed out the chart on page 3, which will give a little explanation of what we're talking about. We usually have 9% of unaccounted for water, and getting to 5 or 6% is a reasonable goal. Some is apparent loss versus real loss. Michael asked where the flushing water goes. Al said it is not revenue water but is accounted for under the unbilled, unmetered consumption.

The last thing in the report talks about AMI. AMI (Advanced Metering Infrastructure) is being evaluated by the Utility for benefits and costs of installing the system. The AMI system provides up-to-date consumption information, which would help identify leaks. It would provide improved water consumption data and eliminate the need to estimate total consumption for the PSC. They can set up a meter district to evaluate consumption and loss in a specific area. AMI systems can be used to develop customer specific information via Internet web based applications similar to the Utility's "My Water." Accounts will provide valuable insight to the Utility for planning, prioritizing, scheduling and budgeting system improvements.

AMI Systems can be used to develop customer specific information. It will allow customers to monitor their water use and revise how they use water, the time of day they use water, and conserve both water and energy. Ken said in 2007, we lost 32 million gallons of water to leaks.

14. Discussion of MWU Policy on Testing for Endocrine Disruptors and Pharmaceuticals

Commissioner Melton put this item on the agenda. Dan Melton said Curtis Hedman from the State Lab of Hygiene would like to say a few things. Curtis said in 2004, the State Lab of Hygiene obtained some really sophisticated equipment that allowed us to bring these methods online. Before it was very difficult to track these more polar organic contaminants. Since 2004, we've done several studies with the UW-Madison and UW-Milwaukee and looked at wastewater treatment plants outflow. In 2006, the WI DNR approached us with their Well Compensation Act. We took our methods and improved them to determine whether it's animal or human waste entering a well, usually for private homeowners. We've used these methods successfully for several years.

Around a year and a half ago, Associated Press came out with an article that showed many municipal water supplies had a small amount of pharmaceuticals in them, and that created quite a stir, although they didn't pose a human health effect. Curtis noted that most cities in the study drew surface water. It was an important wake up call about emerging contaminants. After that story broke there was a large study. USEPA came out with a test for pharmaceuticals, but it's expensive and doesn't cover everything. Jon asked if the test will be offered to the general public if they come in and write a check for \$500. Curtis said that is what was approved, and it helps the private well owners. Michael asked who else can assist us in looking at what action we need to take; the fact we can measure it doesn't mean it's dangerous to us.

Curtis said the research he's been performing looks more at effects of wastewater treatment on organisms. It's difficult to determine what the exposure means. George said his concerns are on the impact on the eco system, and concerns as to what would happen after it gets into the home. Curtis said ground water supplies have been tested. Homes can use activated charcoal reception to capture some of this. Dan said if a water utility customer got a kit and came back, with it, would you be able to assess the health risk and offer them advice. Curtis said if there were health effects data, we'd disclose them and compare MCL. Dan said some people have chemical sensitivity, so what kind of information is available to doctors? Curtis said that is out of his area of expertise. He stated that Madison's water would be the envy of other places.

Joe Grande said we invited members of the technical advisory committee and there are three in attendance, Jocelyn Hemming, Janet Batista and Ken Bradbury. They will also answer any questions the board may have. In 2008, we discussed if there should be testing, and invited general managers from across Dane County. We had people in attendance from the Public Health Department and American Family Children's Hospital. Joe went into the meeting with the expectation that we would have to do testing by years end for pharmaceuticals. Following presentations made, it totally changed my perception of this issue from the experts telling us that these levels are so small that there are no documented adverse health effects. The recommendation was that at this time, we needed to put out a fact sheet about this issue. We did that on our website and provided a couple of publications from AWWA for you. We have taken this seriously and looked at cost. At this time, Joe said he's not sure testing is a wise use of resources.

Jon said back in April 2008 when you discussed this, we didn't know 1694 would be available to the general public and that it would only be \$500. He would guess some citizen in Madison is going to buy a test and then release the results. Given that possibility, does that change your opinion on whether

we should test at Utility expense. Joe said he doesn't want to preempt the experts who are here, but he'd say is that the list of contaminants that are in Method 1694 would only capture a small percentage of the contaminants that were found. We could do the testing for 1694, Joe said. He has talked to Curtis about this and he is doubtful we'd find anything. The information has been shared with him that it is unlikely we'd find anything other than caffeine, ibuprofen and acetaminophen. Joe said at what point do you quit chasing the tail. His question to the board is what would be the objective of doing the testing at this point, to prove that we don't have the contaminants on 1694, and at what point do we stop testing. Jon said he doesn't think we have an agenda item that allows us to decide if we're going to test or not. George agreed with Joe said; it might be good to know what would be a trigger to cause us to start testing. Michael said he thinks we should bring this up one more time on the agenda and write a description as to why we are not going to do testing. If something in the future were to happen, we'll have this on record as the reason. He's not advocating any testing at this time. Bruce Mayer asked if it might be good to do some baseline testing so we can say there's not much and we're not going to test until some other trigger comes along.

Jon said this will go on a future agenda for discussion. Tom asked if he the state would share that information, and if an individual has testing done, will it become public information. Jon said having worked at the State Lab, the results for anyone who tested their well was public information.

Joe Grande said he would caution them getting pricing from private labs, it was \$50,000 to \$120,000 to view an appropriate level of testing. It could be subject to requisition for purchase and would have to go out publicly for bids. Greg said there are over 10,000 personal care products and pharmaceuticals that can be tested for.

Jon said we need to have a major discussion on this at a future meeting. Michael said he would like to have some data at that meeting.

15. Establish a date for Board Training and Planning Meeting

March 19 at 5:00 p.m. was decided on, for a 2-1/2 hour meeting. Carl Van Lith will be the facilitator. Michael said he is not interested in the basic stuff, that he wants something rigorous. A minor section should be Roberts Rules. He wants to develop new things, have a learning moment together. Input is welcome.

UNFINISHED BUSINESS

16. [12838](#) Introduction and Referral of Pressure Zone 4 Water Supply Augmentation Project

Attachments: [11-25-08 Pressure Zone 4 Augmnt.pdf](#)

A motion was made by Schumacher, seconded by Harrington, to Rerefer to the WATER UTILITY BOARD, due back on 3/24/2009. The motion passed by voice vote/other.

CORRESPONDENCE AND SPECIAL INTEREST ITEMS

17. [13685](#) Stein Retirement Resolution

Attachments: [2-17-09-Stein Retirement Rsltn.pdf](#)

Joe Stein, Cross Connection Control Inspector in the Water Quality Section retired in January. Jon said he has great respect for what Joe did at the Utility throughout the years bringing a union perspective. Tom said Joe was a great resource to him, too.

Michael Schumacher made a motion to approve the board resolution. Greg Harrington seconded; unanimously passed.

18. [13686](#) Fitch Retirement Resolution

Attachments: [2-17-09-Fitch Retirement Resolution.pdf](#)

Wendy Fitch, Program Assistant 1 and assistant to the General Manager, is retiring February 27.

George said if they vote no on this resolution, will Wendy have to stay, which drew laughter. Ken Key said one thing that was left out is that Wendy is the only one who can interpret his handwriting. Jon said Wendy is the person he has spent the most time with and she has seen him at his most cantankerous, and she has been gracious throughout that, a real asset to him and huge asset to the Utility. He said he hopes Wendy gets an extensive exit interview as the institutional knowledge and opinions on how the Utility operates is a real golden nugget, not to mention that during this period of time when public scrutiny of the Utility was really out there, she took these meticulous notes and presented them monthly, which was a huge effort which helped to continue our credibility with the public that we were capturing everything and working as openly as possible. Jon said that they are really going to miss Wendy and thanked her. Michael seconded that.

Michael Schumacher made a motion to approve the board resolution. George Meyer seconded; unanimously passed.

ADJOURNMENT

Michael Schumacher made a motion to adjourn the meeting. George Meyer seconded; unanimously passed.
Meeting adjourned at 6:20 p.m.

FUTURE AGENDA ITEMS

- * Annual Lead Service Replacement Report
- * Funding Options for Private Well Abandonment
- * Water Rate Structure

- * Collaboration with Area Water Utilities
- * Policy Regarding Unrestricted Operating Reserve
- * Assessment of External Communication Plan
- * Automatic Meter Reading/Advanced Metering Infrastructure