



# City of Madison

## Meeting Minutes - Final

### BOARD OF WATER COMMISSIONERS

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

---

Tuesday, March 21, 2006

4:35 PM

119 E. Olin Avenue

---

#### CALL TO ORDER

#### ROLL CALL

**Present:** Ald. Lauren Chare, Priscilla B. Mather, Larry L. Studesville, Jonathan H. Standridge and Gregory W. Harrington

#### PUBLIC COMMENT

#### APPROVAL OF MINUTES

1. Approval of BWC meeting minutes of February 21, 2006.

**Minutes of February 21, 2006 minutes were approved with the correction of deletion of one duplicated paragraph on page 5.**

#### INFORMATIONAL REPORTS

2. February 2006 Water Quality Report.

**Al Larson reported February was normal, with routine testing being done, and no violations for the year. Jon Standridge asked if dirty water complaints are coming in all winter long, and Al said yes. Jon asked if any of those places were tested for manganese and Al said yes. Al said he tells people to flush out their lines and not drink dirty water. If it clears up, we have someone go out and flush the main in the street. If they are not comfortable with that, Al has someone go out and take a sample. Jon asked if it takes a lot of Al's time, answering these types of calls, as John Marchewka said it did. Jon asked how many calls come in a week. Al said it varies, that some days there are only a couple of calls and some days more. He said the normal day would be three to five calls. Jon asked if the temporary person we are hiring will handle these calls and Al said yes. Al said two of the job applicants have had water quality testing experience. Al said many of the samples are going to the City's Health Lab for testing.**

3. March Staffing Report.

**Gail Glasser reported Hydrant Inspector and Hourly Engineer interviews have been conducted. She said we are working on Engineering Aide 2/3 applicants and have interviewed quite a number for that. The Administrative Clerk test is also being conducted this week. We will be bringing on a lot of hourly staff, now and for the summer.**

4. February Operations Report.

**Doug Grueneberg said February was fairly routine with main focus lead service replacements. Hydrant repairs and replacements, and routine maintenance were also done.**

5. February Engineering Report.

Al said staff has been spending a lot of time developing plans and maps for unidirectional flushing. We will be flushing the entire system starting in the Unit Well 3, 10 and 29 areas. He said we continue work with Black and Veatch on the Master Plan and hope to have a presentation from them at the April board meeting. Engineering design work is winding down as we get into the construction season, so there will be a shift of duties from the office to the field. Al said we're hoping to advertise the 6.0 MG Felland Road reservoir on Friday and accept bids on April 28. This will provide much-needed storage for the east side of Madison. Unit Well 30 work continues and we hope to be testing the system by the end of April, and operational by the end of May.

Al then proceeded to distribute handouts in reference to the manganese issue. He gave a list of the different things we are trying to accomplish. There was a copy of a letter that went out to 755 businesses alerting them to the fact that we are going to be flushing during the day, and giving them the option of being put on a call list if necessary. Included was an email that Dave Denig-Chakroff sent out to all of the Alders; the Board of Water Commissioners was copied on that email. Another item was an ad that will go into the State Journal and the Capital Times on Thursday, and it will be published the first Monday of every month. It gives the general location of where we will be flushing that week. There was a draft of a brochure that will be printed and sent out as a bill stuffer, and handed out by utility staff. It contains information on manganese in the water. The Health Department is also contributing information to this brochure. Al handed out a list of frequently asked questions that employees would be able to use to answer questions. It can also be handed out to the public. A Manganese Monitoring Plan has been formulated that addresses sampling at the customer tap before flushing starts, sampling at fire hydrants during the flushing operation, and sampling at the customer tap and fire hydrants after flushing has been completed. Dave said the flushing public communication plan, the public manganese plan, and manganese education and communication plan are included. The frequently asked questions are primarily designed for internal use to inform employees about the issues so when they get questions from people, they will have an understanding of what is going on. Dave said we have some internal planning sessions planned for later this week and we will be continuing with those. The health related questions will be referred to the Health Department. Dave said he got the memo out to Alders so they would have the information before the public gets it. He said we have already gotten requests for people to be put on a list for notification of when flushing will be completed in their area. The new flushing program will be conducted during the day rather than night as we previously did. The new flushing program will start on Monday. A news release will go out on Thursday announcing that the new flushing program will begin on Monday, and what it involves. The manganese in drinking water brochure is almost ready for printing. The letter on manganese from the County Health Director, Dr. Thomas Schlenker, will also be printed for distribution. Dave said there was discussion on the description of averages and finding a better way to describe the areas. There will be a small chart put in the brochure that gives a range of manganese levels and will show how many wells in the system fall within that range. There are wells in the community that have very little manganese and others that have produced significant levels. Al said the memo on manganese monitoring plans is divided into four sections. First section is sampling at the customers tap before flushing starts. He said at this time, the tap is a hose bib based on the recommendation of Abigail Cantor in the study

completed in 2005. It is defined as the hose bib closest to the water meter. Sampling is completed in Nakoma and current sampling is being done in the Well 3, 8 and 29 areas. Approximately 100 people have volunteered for the sampling so we are trying to sample as many as possible before flushing starts to get background data. We sample for iron, manganese, chlorine and HPC so the next step is sampling at the fire hydrant during flushing operations. We are planning to get 150 turbidity and manganese samples during the first week. We are trying to find a correlation between manganese levels and turbidity. Al said we are going to start in three areas served by wells with manganese, and he distributed a flushing map schedule. There will be three flushing crews working for 6 to 8 months. Al said turbidity will be our standard measurement. At the beginning of each flushing, we will take a sample to measure the turbidity at the beginning of the flushing. We'll take turbidities throughout the time it takes to flush the line, generally 20 to 60 minutes.

Al said we will sample at the customer tap after flushing is completed. Sample results will be mailed to homeowners. We are going to rely on Madison Public Health to develop a long-term monitoring protocol. Thirty days after the start of flushing, we'll take the results and pick the top 10% of the dirtiest pipes. We'll go back and flush again. If turbidity is less than 5ntu, we will consider the pipes to still be clean. Then we'll go back in 60 days to see how long we can go between flushings. In problem areas we are going to continue to look at changing well operations similar to what we've done with Well 10. Jon asked if most of this is loose sediment, and Al said yes, but there could be some crust although he doesn't know the extent of that.

Regarding communication, Al said we will have a water quality phone line where questions will be answered, brochures will be used as bill stuffers, and ads will be in the papers regarding flushing. Jon asked if a consultant had been considered. Al said we are doing it internally, working with the Mayor's Office and the Health Department. We will have joint meetings to go over whatever issues there might be. Jon said he notes it is going to cost twice as much to do this new type of flushing, with three crews working during the day. He asked how many crews there had been before doing this. Al said we had five people because they just opened hydrants, no valves. Now we will be using six people, three crews for seven or eight months. He said we've hired some hourlies to fill in and we will have at least one fulltime employee on each crew. We will decrease the number of lead crews from three, which will free up four people for flushing. Jon asked about the lead replacement schedule, and Al said we are ahead of schedule and should still be done in 2009. The deadline is February, 2011. He said we've been doing 900 per year and this will probably reduce it to 600 per year. Al said this is a learning process and every day we will gather data to make the system better.

Priscilla asked what the impact will be on the amount of water discharged during flushing. Al said you look for the optimal velocity in the pipeline and make sure you have minimal flow coming from the hydrant. Because it's so concentrated, the pipeline clears up rather quickly. Lauren asked about meetings and Dave replied that he'd talk to Alders about that. Dave said we will have public service announcements on TV and radio. Dave said the Health Department will be the contact for the health issues, and the rest of the issues will be handled by the Utility. Al said we will have a prerecorded hotline with a recording of where the crews are flushing weekly. The normal water quality line, 266-4654, will be dedicated to this issue. Information is also available on our website at [www.madisonwater.org](http://www.madisonwater.org). Jon said this is a lot more communication than we've done in the past and he is happy to see this. Al said he's had

discussions with Ron Seely, the Capital Times reporter, and Ron is going to do a four or five part series on where our water comes from and the issues related to that. Dave said it's going to be a pretty comprehensive piece.

6. February Customer Service/Billing Report.

Ken Key reported that we hired a new hourly meter reader. He and Robin Piper are continuing with the Customer View he reported on last month, and a conference call with our software provider is scheduled. Ken said we've completed fabrication of our large meter test bench, which is one of a kind in the United States. He said he could arrange a demonstration for next month if the Board would like.

### FINANCE REPORTS

7. Fund Balance Report.

Robin pointed out the last item on the report, the Short Term Loan from City, was less than what he put on the January report. He said we still have \$1.5 million in 2006 before we anticipate our next bond issue.

8. Capital Project Report.

Robin stated that January didn't have much activity. Most of the expenditure was lead service replacement. Priscilla asked if he'd be tracking expenditures associated with the flushing program. Robin said they will do that. He said he could include it on the monthly report.

Larry Studesville made a motion to accept the informational reports. Jon Standridge seconded; unanimously passed.

### ADMINISTRATION

9. General Manager's Report: AMWA Water Policy Conference Report.

Dave reported that Roger Allen, Assistant City Attorney, said that a board agenda should always have specific issues so the public knows what it going to be addressed at the meeting. Dave wanted to know what the Board wants in regard to this. Dave said he went to the AMWA Conference in March. It was a very informational conference, discussing about regulations being worked on by EPA and what the status is. Legislative issues were discussed, and one of the issues important to us is increasing funding for infrastructure replacement and repair. He said we are not the only Utility in the country that has this problem; it's a problem across the country. It's looking like these legislative efforts are dead at this time. Dave said another issue that is becoming big is Water and Wastewater Response Network. Several states have set these up for a warning system. Dave said he's been working with the utility manager from Janesville where we could join in an effort where if a tornado comes through a community and the utility needs help from another utility, they know who to call. Larry Studesville asked if we have satellite phones available should our other phones go out in an emergency. Dave said that is a big issue that always comes up. There is an effort to get common systems among the City agencies.

**OLD BUSINESS**

**NEW BUSINESS ITEMS**

10. [03013](#) Authorizing the Mayor and the City Clerk to execute Amendment No. 2 to the Professional Services Agreement with Black and Veatch Corporation for the preparation of the Utilities Water Master Plan and the Infrastructure Management Plan to include ongoing specialized work required by the Water Utility.
- A motion was made by Standridge, seconded by Harrington, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER Unanimously passed. The motion passed by acclamation.**
- RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER Unanimously passed.**
11. Approval of 2006 Major Materials Bids.
- Al said this is routine for the March meeting. Al said he was notified by fax regarding Bid No. 16-W, Solid Sleeves, National Waterworks was the low bidder and they are withdrawing their bid saying they made a mistake in the bid. First Supply is now the low bidder.**
- Jon Standridge made a motion to approve the bids. Greg Harrington seconded; unanimously approved.**

**CORRESPONDENCE AND SPECIAL INTEREST ITEMS**

12. Letter from Bruce A. Olsen, Assistant Attorney General, regarding electronic mail messaging.
- Dave said this is the document Roger Allen promised to get to the Board for this meeting. The Operating Rules will be put on April's agenda for approval.**
13. Board discussion on water quality issues.

14. Board discussion on communication issues.

Jon said he wanted to discuss the communication issues, and this was touched on in the General Manager's report. Jon said as a Board member, he sometimes feels he is not getting as much information as he'd like to feel comfortable with his role on the Board. He said he'd like to know why the union rep comes to every meeting, and what's going on with the agency's communication. Jon said maybe the manager's report is the place to do this, but he'd like to see around three items on it every month. Board members could be asked what they'd like on the agenda for information. Jon mentioned that the Nakoma residents show up at every meeting, and maybe more information on that area could be given. Jon said he's interested in getting more information to give board members a clearer understanding of what is going on. Jon said he's been on the board for five or six years and still feels like he doesn't know how it works, so he's asking for more communication. Dave said the Nakoma issues have been on the agenda in one form or another for many months, and we've had an opportunity to discuss those issues. He said he doesn't know how having that in a different category of discussion would be beneficial. Dave said he has a monthly meeting with union representatives and he could report on that. He said he doesn't know why the union rep attends our meeting because he doesn't tell him why he attends. Dave said he'd like to see more employees attend. He said to let him or Wendy know if they want something on the agenda. Larry said he would like expanded information reports, something that is more understandable. He said there is a lot more to the operation of the Utility. Priscilla said we never really get to something like the water supply, and is there any role we can play to encourage conservation. Dave said he could get someone to do a presentation on groundwater supply. Larry thinks understanding the business better would be beneficial, what are the mile markers, and where are we trying to get to and improve the quality of water for Madison. Jon said he's asking Dave and the Utility to pick the things that are important for the board to know. Priscilla thinks board members should come up with four or five things they'd like Dave to report on, and he could start going down the list.

**APPROVAL OF NEXT MEETING DATE**

15. Approval of next meeting date of April 18, 2006.

**ADJOURNMENT**

Jon Standridge made a motion to adjourn the meeting. Larry Studesville seconded; unanimously passed.

The meeting adjourned at 6:10 p.m.