



# City of Madison

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

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Tuesday, May 25, 2010

4:30 PM

119 E. Olin Ave., Rooms A & B

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### CALL TO ORDER / ROLL CALL

Gregory Harrington called the meeting to order at 4:35 p.m.

Present: 7 -

Lauren Cnare; Dan Melton; Gregory W. Harrington; Thomas Schlenker;  
Bruce Mayer; Madeline B. Gotkowitz and Larry Palm

### APPROVAL OF MINUTES

A motion was made by Cnare, seconded by Gotkowitz, to Approve the Minutes of the April 27 meeting. The motion passed by voice vote.

### PUBLIC COMMENT

Lynn Williamson was present to address the board regarding Agenda Item 7, Discussion of a review method for the Public Participation Process. She said this was a great opportunity to design an evaluation process. The citizens involved in the Public Participation Process would most likely be interested in participating in the review. She looked forward to working with the board and community members to improve this process.

[16738](#)

Written Public Comments

**Attachments:** [Written Public Comments 5-25-2010.pdf](#)

Written public comments were distributed to the board members (see attached).

### PRESENTATIONS

1. [18520](#) Presentation of Master's Thesis by Brian Scott

**Attachments:** [Water Board Presentation 5 25 10.pdf](#)

Brian Scott presented his Master's Thesis, Monitoring of Turbidity and Modeling of Turbidity Resuspension in a Drinking Water Distribution System (see attached).

## ADMINISTRATION REPORTS

2. [17152](#) General Manager's Report

**Attachments:** [General Manager Report May 2010.pdf](#)  
[Employee Recognitions May 2010.pdf](#)

General Manager Tom Heikkinen gave an update on the water tower on Prairie Road. The investigation continued, and he was certain the utility and the city had no liability with regard to the fire. The utility was upgrading booster controls in order to provide a more reliable source of pressure for the area.

Heikkinen highlighted the repayment schedule for the short-term loan that was provided as an example for illustration purposes.

Heikkinen was asked for an update on the financial model and rate case. He said work continues to fine-tune the financial model, and the rate case is still in process. The Public Service Commission is willing to consider accepting a 2011 test year for a case filed after June 1, which would allow the utility to include Advanced Metering Infrastructure expenses.

The board discussed the utility's debt, its effect on bond rating, and whether additional cuts could or should be made to operating expenses in order to repay it sooner.

There was discussion of the groundwater legislation and planned meeting of Dane County water utilities.

Heikkinen highlighted the employee recognitions included in his report. Harrington and Gotkowitz recognized the employees who did an excellent job at the Open House.

## NEW BUSINESS

3. [18317](#) Amending Section 13.01(2) of the Madison General Ordinance to clarify terms of office for members of the Water Utility Board.

**A motion was made by Cnare, seconded by Palm, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER . The motion passed by voice vote.**

4. [18521](#) Authorizing the submittal of the Madison Water Utility Capital Improvement Budget.

**A motion was made by Cnare, seconded by Ald. Palm, to Defer to the June Meeting. The motion passed by voice vote.**

5. [18516](#) Discussion of board input to the Mayor's office on future board appointments.

**Ray Harmon from the Mayor's office was present to discuss this matter with the board. Heikkinen suggested that the provisionally approved Expectations for Board Members document (GUIDE-1) could be considered for inclusion.**

**There was a discussion of communication with neighborhood groups and the public about board openings. Harmon said he and Heikkinen could work with the Information Technology department on other forms of outreach. It was also suggested that the utility's Public Information Officer could send a communication to alders that there was an opening on the board.**

**A motion was made by Cnare, seconded by Palm, to communicate that the board is seeking an individual with public administration or organizational development skills, with an emphasis on an environmental background. The motion passed by voice vote.**

7. [18518](#) Discussion of a review method for the Public Participation Process.

**There was a discussion of how a review of the Public Participation Process should take place. It was suggested that this could be discussed as part of the outcomes policy development and then become part of that annual review process. It was also suggested that a committee could be formed to design the review. Ideas for what should be included in the review included feedback from participants and staff members involved, a focus group including Citizen Advisory Panel members, timelines, a summary of costs involved, and an evaluation of the data presented to the CAPs.**

**A motion was made by Cnare, seconded by Palm, to direct the General Manager to create a committee to develop and implement, after board review, a process for reviewing the Public Participation Process. The motion passed by voice vote.**

6. [18517](#) Discussion of board involvement in water supply operations.

Attachments: [E-mail Regarding Well 8.pdf](#)

There was a discussion of the board's involvement in water supply operations. Harrington and Gotkowitz expressed concern about the potential impact on the water supply system and water quality if the board decided to turn a single well on or off. Gotkowitz said the system should be managed as a whole, not on a well-by-well basis.

There was discussion of the iron and manganese policy and how it applied to Well 8. Melton said operating Well 8 was a direct violation of this policy. Cnare said the policy was adopted with the understanding that it could not be implemented immediately. Heikkinen said the policy requires the utility to continue with a plan to do something about Well 8, which it is doing. He said it was a misperception that the utility would be pumping colored water; the water from Well 8 is clear. It exceeds the aesthetic goals, but that is based on a long-term effect. Last summer, Well 8 was operated for 43 days and the utility received zero colored water complaints from the service area during that time.

Schlenker said the General Manager has the authority to turn any well in the system on or off. It would be inappropriate for the board to limit this authority, especially considering the education process it is undergoing.

Melton said he had watched a Water Research Foundation webcast (Project 3118) that afternoon. Turbidity and color could not be used as an indication of a problem, and it could not be known for certain that the water from Well 8 was perfectly safe.

A motion was made by Melton to put the decision to operate Well 8 on the next agenda as an action item. There was no second; the motion failed.

8. [18519](#) Discussion of board involvement in consultant selections.

There was a discussion of consultant selections. Heikkinen described the typical process, which is a qualification-based selection made by a team of people. The purpose is to judge the technical qualifications and experience of the proposers. Any third parties on the evaluation team are chosen based on their expertise. Typically, the board does not approve Requests for Proposals (RFPs) or review the contracts.

Melton said citizens were part of Well 3 selection committee, and this created buy-in and participation in the project. Heikkinen said he talked to the Comptroller and it would be very unusual to involve a citizen in the consultant selection process. It would not be the only way to gain citizen participation and buy-in. The purpose of the evaluation is to choose the most qualified consultant, not advocate for a particular policy outcome. Involving citizens could also provide an incentive for consultants to lobby members of the public to get a vote. Professional staff has the responsibility to follow ethical procurement procedures.

It was suggested that the selection of a consultant is not a step the board needs to be engaged in. These administrative duties should be given over to staff so the board could focus on true discussions.

9. [14501](#) Introduction of Future Agenda Items

Harrington said he would like to have future agenda items proposed at the meeting instead of by e-mail.

The following future agenda items were suggested:

- Succession planning with respect to the Carver Model vote.

## INFORMATIONAL ITEMS

10. [18212](#) Water Quality Technical Advisory Committee Meeting Minutes

**Attachments:** [WQTAC Meeting Minutes 4-13-10.pdf](#)

Heikkinen was asked if there was a written contingency plan in the event that Well 15 had to be shut down. He said this was one of the first tasks in the Black & Veatch contract.

Heikkinen was asked if the utility planned to implement any of the recommendations in the Well 8 study. Water Quality Manager Joseph Grande said there was a lack of support for the first recommendation, and there were space limitations and other issues previously discussed with regard to the second recommendation. Ken Bradbury would be giving a presentation to the WQTAC regarding previous isotope data, and based on that discussion a determination would be made about additional testing.

## CORRESPONDENCE AND SPECIAL INTEREST ITEMS

11. [17853](#) Letters to Legislators Requesting National Research Council Review of Water Fluoridation
- Attachments:** [Responses from Senators Feingold and Kohl.pdf](#)

## BOARD EDUCATION SESSION

The board took a ten-minute recess at 7:18 p.m.

12. [18522](#) Session Three: Developing Executive Limitations and Board-Executive Delegation Policies
- Attachments:** [Board Education Session Three.pdf](#)

There was a discussion of the way board agendas and meetings would be different under the Policy Governance model. The Board Education Session was postponed to the June meeting.

## ADJOURNMENT

The meeting was adjourned at 8:00 p.m.