



City of Madison

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

Tuesday, December 18, 2007

4:30 PM

119 E. Olin Avenue

CALL TO ORDER / ROLL CALL

Present: 7 -

Dan Melton; Lauren Cnare; George E. Meyer; Jonathan H. Standridge;
Gregory W. Harrington; Thomas Schlenker and Michael Schumacher

Excused: 1 -

Warren E. Onken

APPROVAL OF MINUTES of December 18, 2007.

<http://legistar.cityofmadison.com/calendar/#current>

ELECTION OF OFFICERS

1. [08261](#) Election of Officers

Dan Melton moved that Jon Standridge move from Vice President to President of the board, that Greg Harrington move from Secretary to Vice President and George Meyer to Secretary. Lauren Cnare seconded; unanimously passed.

A motion was made by Mr. Melton, seconded by Cnare, to Accept. The motion passed by voice vote/other.

PUBLIC COMMENT

George Olsen, 11 Larkin Street, lives four doors away from the proposed drill site. He said some of the park is dedicated to a police radio station surrounded by an unattractive fence. He noted that the park is covered with mature oak trees. He said his grandchildren love the park and call it Grandpa's Park. He doesn't want to see the real purpose of the park destroyed.

Mr. Olsen had a question about Whitney Way that couldn't be responded to because it wasn't on the agenda. It can be responded to through correspondence however. Lauren suggested AI cover the question in the Engineering Report.

Next speaker was Tammy Downing of 3901 Priscilla Lane. Tammy lives across the street from the park. She said losing the park would be a great loss for the neighborhood.

Franck Schuurmans of 3987 Plymouth Circle, originally of the Netherlands,

said he's always told people that Madison is a remarkable exercise in urban development. He is puzzled as to how it is possible that a public utility is allowed to go ahead with planning this. He thinks a private company would never even be considered in the application process. He has lived here for 20 years and is a great admirer of the city. He wanted to voice his concern on what he considers two sets of rules, private and public.

REPORTS

2. [08242](#) Water Quality Report.

At the end of this report, Joe noted that Well 8 should be considered problematic. Jon asked if Joe had a number saying it was problematic. Joe said it's above the .3 milligrams per liter for iron. Michael Schumacher asked if there is anything the Utility is keeping an eye on. Joe said iron and manganese, and the possibility of a filter in the future.

3. [08243](#) Staffing Report.

December 16 Amy Jones, Admin Clerk, started working for Joe Grande, Water Quality Manager, after being bumped from the billing section by Laura Masino from Traffic Engineering. Lauren asked what Amy would be doing. Joe said she is answering the phone, and program administration and scheduling will be part of her duties. The report noted that the Administrative Services Manager position has been eliminated and the previous incumbent has taken a position at City HR.

Michael Schumacher questioned the 12 of 14 certified applicants for General Manager, saying he wasn't sure that was the right term. Larry said that means candidates have met minimum requirements for eligibility, not certification. The City has always used a Cert List, which is terminology but not procedure.

Michael asked about workload for the Public Information position. Larry said there would be two functions of the job, public information and conservation. The PIO will be critical in getting the word out to the public during incidents, such as boil water, etc. We have to get the word out when there are health implications. The PIO will be dealing with the media and the public, and will set procedure in advance of an incident/emergency. There must be planning, and that also includes water conservation planning. The public has to be convinced that conservation is the right thing to do, and that will be the job of the PIO.

4. [08244](#) Operations Report.

Robin distributed a more complete Operations Report. The Board has been getting the summary information and employees have asked why we only provide certain information to the board. He asked if the board would like to see this additional information. Jon said the more information the better, and Michael asked him to highlight critical and unusual information. Jon said that would be a good thing to do on all of the reports, highlighting anything interesting or unusual.

5. [08245](#) Engineering Report.

Al said the installation of cameras at our remote facilities is continuing. The last he heard from the contractor is that the video screen is up and will be operational the week of January 7. At the next board meeting, we could take a trip upstairs to look at this.

Unidirectional flushing is complete for the year.

The East Isthmus group met on December 11 and reviewed some potential well sites identified by Montgomery Group in Aldermanic Districts 2, 6 and 12. Montgomery prepared a public participation plan that is being reviewed and considered.

The Larkin Street test well is still pumping; water quality and well drawdown are being analyzed. The Whitney Way well site is being discussed with DNR. Al said we're working with Ken Bradbury to develop a contaminate source inventory. The goal is still to drill a test well in the spring. The Well 29 deep well test pump was completed on November 28. RMT and Montgomery are analyzing the data and will develop a report to present to the board.

Lauren asked if the board could see the draft prepared by Montgomery on public participation. Jon asked for an explanation of a backwash basin. Al said every 24 hours, the water turns on, the filter will be back on and water will be flushed in the reverse direction. Normally the water is going down so to clean it, water is forced up through the filter. The basin is a separate tank that holds several thousand gallons. Right now the concept, and this is very preliminary, is a round structure. The best example is the one at the Whitney Way well but much smaller. Al said the backwash basin will be around 10 to 20,000 gallons, and the tank at Whitney Way and the Beltline is about 150,000.

6. [08268](#) Customer Service Report.

Ken said the meter change out program for Burke Sanitary District No. 1 has begun. There are 104 customers, and we allowed two weeks to change out meters. Last week 84 of 104 meters were changed out.

Ken did a presentation on the E Care program that people can access by computer to look up their water bill. Customers can request online billing also. Service orders are shown along with meter reading history, readings, number of days in the billing period, and consumption. Questions on billing can also be submitted on this program. Ken said about 500 customers are using E Care at this time. Questions can be submitted on the Ask Us, Tell Us portion of the program, such as questions about water quality.

FINANCIAL REPORTS

7. [08247](#) Fund Balance Report.

Robin said this doesn't reflect the money we borrowed as it came in December 6th and the report goes to November 30. Next month the short-term loan should be reduced, and we should have more money in our construction fund at that

point.

8. [08248](#) Capital Project Statement.

Robin said he and Larry decided to change the format of this report with more specifics as to where we're at and where we want to be, naming projects specifically instead of general water main replacement, so we'll be working on a different look for this report. Jon said we had a big balance at the end of the year and asked if it rolls into next years budget as an addition. He said we have SCADA, Op Center storage and the lead service. Robin said in the past we have carried some of that over. The lead services we budget on a yearly basis and if we don't use it all up, we don't carry it over because we have money budgeted for it for the next year. The SCADA upgrade would normally carry over. We reprioritized our spending and indicated we wanted to spend \$350,000 on a SCADA pilot project next year out of the available money from the money we borrowed. That will be reflected in the new Capital Project Statement. In 2008, when we're doing the 2009 budget, we'll put in a request for SCADA funds for 2009 so we're not carrying dollars forward. We'll get them reauthorized basically, which we haven't necessarily done in the past. Michael asked about E. Washington Avenue and Robin said that would be carried over because it's incumbent. On the report last month we listed all of the existing projects and that was one of them.

ADMINISTRATION REPORT

NEW BUSINESS

9. [08439](#) Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for the Abandonment of Well 3 (12th AD).

Larry said the Board decided to take Well 3 out of commission and it needs to be abandoned. Larry said he slowed this up a bit as they were investigating the possibility of using Well 3 as a monitoring well for the East Isthmus area. In talking to the Administrator and Hydro geologist on the site, he was concerned because of the contaminant levels in the area, that there was some risk involved in maintaining it as a monitoring well. He came back to us in November with a spec for abandoning. This won't fit the normal abandoning procedure because of the issue with carbon Tet. Al wanted to go ahead and do it on a purchase order basis, but it's right on the bubble for bidding projects out. It's about \$25,000 more or less so we're going to go through Public Works on it. Larry said there is an interest in moving this thing along so what we're proposing to do is to start the bidding process. We still have to determine what we're going to do with the building itself, if it can be used for other City purposes.

Larry said we recommend this be approved. Jon said so the approval Larry is asking for is approval to receive bids and that we're not looking at plans and specifications. Larry said we have the plans and specs for review, and we need a certified well driller to accomplish the task. Al might want to review the specs on that as to what goes in the hole. Al said it's really a simple process. The Mount Simon aquifer starts at 155' below the surface. We will fill the hole up to 475' with sterilized pea gravel, and from there to the top will be cement. That

will effectively seal off the upper from the lower aquifer.

George Meyer made a motion to approve the resolution. Lauren Cnare seconded; unanimously passed.

CORRESPONDENCE AND SPECIAL INTEREST ITEMS

10. [08476](#) Letter of appreciation from Mayor to Percy Mather for service on Water Utility Board.
- Jon read a letter from Mayor Cieslewicz to Priscilla Mather thanking her, on behalf of the citizens of Madison, for her many years of service and dedication on the Water Utility Board.

CONFIRMATION OF NEXT MEETING DATE

11. [08490](#)
- 2008 Water Utility Board meeting schedule was accepted.

ADJOURNMENT

At 5:28 p.m. Michael Schumacher made a motion to adjourn the meeting. Greg Harrington seconded; unanimously passed.

FUTURE AGENDA ITEMS

ADDENDUM (FUTURE AGENDA ITEMS)