



City of Madison

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

Meeting Minutes - Approved WATER UTILITY BOARD

Tuesday, July 22, 2014

4:30 PM

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

CALL TO ORDER / ROLL CALL

Bruce Mayer called the meeting to order at 4:32 p.m.

Present: 6 - Lauren Cnare; Patrick E. Delmore; Mike DePue; Larry Nelson; Bruce Mayer and Anita Weier

Excused: 2 - Madeline B. Gotkowitz and Doug Voegeli

APPROVAL OF MINUTES

A motion was made by Cnare, seconded by DePue, to Approve the Minutes of the June 24 meeting. The motion passed by unanimous voice vote.

PUBLIC COMMENT

There were no registrants.

DISCLOSURES AND RECUSALS

There were none.

EXTERNAL MONITORING

Doug Voegeli arrived at 4:54 p.m.

Present: 7 - Lauren Cnare; Patrick E. Delmore; Mike DePue; Larry Nelson; Doug Voegeli; Bruce Mayer and Anita Weier

Excused: 1 - Madeline B. Gotkowitz

1. [15698](#) Consideration of Audit Reports.

Attachments: [2013 DRAFT Management Letter.pdf](#)
[2013 Financial Statements and Audit Report.pdf](#)
[2013 Audit Presentation.pdf](#)

Vicki Hellenbrand from Baker Tilly presented the highlights of the audit report to the board (see attached).

A motion was made by Nelson, seconded by Cnare, to accept the report. The motion passed by unanimous voice vote.

UNFINISHED BUSINESS

2. [34455](#) Resolution changing the calculation formula used for Madison Water Utility's Payment In Lieu of Taxes (PILOT) for 2015 and beyond (Citywide).

Attachments: [WaterUtilityPILOTFiscNoteLeg34455.pdf](#)

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

NEW BUSINESS

3. [34816](#) SUBSTITUTE: Authorizing the execution of a temporary limited easement agreement with the County of Dane for construction access and staging purposes during the City's Lakeview Water Tower demolition and reconstruction project.

Attachments: [10409 Exhibit.pdf](#)
[File 34816 Version 1.pdf](#)

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

4. [34880](#) Request to advertise for engineering design proposals for the conversion of Unit Well 12 to a two zone well

Attachments: [Request to Advertise - Well 12 Upgrade.pdf](#)

A motion was made by Cnare, seconded by DePue, to Approve. The motion passed by unanimous voice vote.

5. [34883](#) Approving the 2015 Water Utility Board Meeting Schedule

Attachments: [2015 Water Board Meeting Dates.pdf](#)

A motion was made by Cnare, seconded by DePue, to Approve. The motion passed by unanimous voice vote.

BOARD POLICY DEVELOPMENT AND REVIEW

6. [34529](#) Revising Water Utility Board Outcomes, Executive Limitations, Board Process policies and Procedural Guidelines

Attachments: [Proposed Revisions after 6-24-14 Meeting.pdf](#)

A motion was made by Cnare, seconded by Nelson, to approve all of the policy revisions with the exception of EL-2F, which was referred to the General Manager. For Policy BP-2K staff's substitute language was accepted. The motion passed by unanimous voice vote.

7. [34530](#) Development of a workforce planning policy

Attachments: [Draft EL-2J Workforce Planning Policy.pdf](#)

A motion was made by Nelson, seconded by DePue, to refer to the August meeting. The motion passed by unanimous voice vote.

8. [34531](#) Development of a sodium chloride policy

Attachments: [2nd Draft GUIDE 7- Sodium Chloride Policy 6-24-14.pdf](#)
[GUIDE 7- Sodium Chloride Policy FINAL 7-22-14.pdf](#)

A motion was made by Cnare, seconded by Weier, to Approve with Amendment(s). The motion passed by unanimous voice vote.

MONITORING REPORTS

9. [34887](#) Water Quality Report

Attachments: [O-2B Water Quality 20140722.pdf](#)

A motion was made by Cnare, seconded by Nelson, to Approve the General Manager's policy interpretation and the report as submitted. The motion passed by unanimous voice vote.

INFORMATIONAL ITEMS

10. [22206](#) Notification of noncompliance with any Water Utility Board Policies.

There was none to report.

11. [24301](#) Items of general interest and update on any rate case in progress.

There will be a presentation on the rate case at the August board meeting.

12. [34546](#) Update on Project H2O and the water utility's transition to monthly billing.

There has been a major increase in customers signing up for automatic payments in advance of monthly billing, which will begin for all customers in September. Customers will receive a "catch-up bill" in August.

13. [28907](#) Report from the Committee on the Environment.

Mike Depue gave the report. The Committee on the Environment has been primarily focused on the environmental impacts of Salt, and on restructuring the way the committee works.

BOARD SELF-EVALUATION

14. [20013](#) Meeting Evaluation and Discussion

Attachments: [Board self-monitoring checklist.pdf](#)

Larry Nelson led the meeting evaluation.

FUTURE AGENDA ITEMS

15. [14501](#) Introduction of Future Agenda Items.

Attachments: [Decision Tree.pdf](#)

Board education and discussion of financial risks was suggested as a future agenda item.

ADJOURNMENT

A motion was made by Cnare, seconded by Weier, to Adjourn at 6:40 p.m. The motion passed by unanimous voice vote.