



# City of Madison

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

## Meeting Minutes - Approved WATER UTILITY BOARD

---

Tuesday, March 27, 2012

4:30 PM

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

---

### CALL TO ORDER / ROLL CALL

Madeline Gotkowitz called the meeting to order at 4:31 p.m.

Present: 8 -

Mike DePue; Sue Ellingson; Lauren Cnare; Dan Melton; Madeline B. Gotkowitz; Larry Nelson; Doug Voegeli and Bruce Mayer

### APPROVAL OF MINUTES

A motion was made by Cnare, seconded by Mayer, to Approve the Minutes of the February 29 meeting. The motion passed by voice vote.

### PUBLIC COMMENT

There were no registrants.

### DISCLOSURES AND RECUSALS

There were none.

### PRESENTATIONS

1. [25744](#) East Side Water Supply Project Advisory on Public Participation.

**Attachments:** [2012-3-20 ESWS Participation Advisory with Exec Summary.pdf](#)  
[Attachment 1 Standard SOP w-edits.pdf](#)  
[Attachment 2 From RFP w-edits II.pdf](#)  
[Attachment 3 2011-5-9 ESWS CAP Mid-Course Assessment.pdf](#)  
[Attachment 4 Survey Implementation Protocol.pdf](#)  
[Attachment 5 IAP2 Spectrum of Participation.pdf](#)

Bert Stitt (Stitt Facilitations) & Mark Stevens (Engaging Minds, LLC) presented the advisory to the board.

A motion was made by Nelson, seconded by Cnare, to discuss this advisory at a future meeting. Nelson and Depue volunteered to facilitate that discussion. The motion passed by voice vote.

A motion was made by Cnare, seconded by Nelson, to take Item 13 out of order. The motion passed by voice vote.

13. [25757](#) Update on Madison Kipp Corporation groundwater contamination.

**Attachments:** [Letter from Mayor Soglin to WDNR 3-9-2012.pdf](#)

Staff provided an update on the Madison Kipp Corporation groundwater contamination. The board discussed the situation and potential courses of action with General Manager Tom Heikkinen, Water Supply Manager Joe Demorett, Water Quality Manager Joe Grande, Principal Engineer Al Larson, and Assistant City Attorney Doran Viste.

Cnare and Ellingson volunteered to draft a resolution for presentation to the Council supporting collaboration between city agencies on a response to the groundwater contamination and authorizing an expedited process for the installation of a sentinel well.

## INFORMATIONAL ITEMS

2. [22206](#) Notification of noncompliance with any Water Utility Board Policies.

**There was no noncompliance to report.**

3. [24301](#) Items of general interest and update on any rate case in progress.

**There were none.**

4. [25740](#) Correspondence with the Midwest Environmental Justice Organization

**Attachments:** [MEJO Letter to Water Utility 2-6-12.pdf](#)  
[Heikkinen Letter to MEJO 3-1-12.pdf](#)  
[Lake View Hill County Park Herbicide Applications.pdf](#)

**The board received the attached information.**

## CONSENT AGENDA

5. [25624](#) Authorizing the execution of an Offer to Sell Real Estate with FHB Investments, LLC for the purchase of Lot 52 and part of Lot 51 in the Fourth Addition to World Dairy Center for the development of a high capacity well in the southeast side of Madison.

**Attachments:** [9676 Acquisition-High Pressure Well - FHB Investments.pdf](#)  
[9676 - Pressure Zone #4 Well Site - FHB Investments LLC - SIGNED OFFER](#)

**A motion was made by Ellingson, seconded by Mayer, to Return to Lead with the Recommendation for Approval to the BOARD OF ESTIMATES. The motion passed by voice vote on the consent agenda.**

6. [25429](#) Notice of Investigation from the Public Service Commission of Wisconsin considering the Payment in Lieu of Taxes (PILOT) calculation for municipal utilities.

**Attachments:** [PSC Notice of Investigation 2-10-2012.pdf](#)

**A motion was made by Ellingson, seconded by Mayer, to refer to the April meeting. The motion passed by voice vote on the consent agenda.**

7. [25743](#) Revising the Water Utility Board's Affordability Policy.

**A motion was made by Ellingson, seconded by Mayer, to Refer to the April meeting. The motion passed by voice vote on the consent agenda.**

### UNFINISHED BUSINESS

8. [23638](#) Planning a third party evaluation of the Water Utility Board's compliance with its own policies.

**Attachments:** [Craymer Proposal - Governance Assessment.pdf](#)

**A motion was made by Melton, seconded by Cnare, to place on file. The motion failed by voice vote.**

**A motion was made by Cnare, seconded by Mayer, to approve the proposal for third party evaluation. The motion passed by the following vote:**

**Ayes:** 4 -  
Mike DePue; Lauren Cnare; Larry Nelson and Bruce Mayer

**Noes:** 1 -  
Dan Melton

**Abstentions:** 1 -  
Sue Ellingson

**Non Voting:** 2 -  
Madeline B. Gotkowitz and Doug Voegeli

9. [25431](#) Revising the Water Utility Board's Policy on Board Members' Conduct.

**Attachments:** [Draft Revisions to Policy BP-2d - Board Members Conduct 3-2012.pdf](#)  
[BP-2D Revision 1- FINAL.pdf](#)

**A motion was made by Cnare, seconded by Mayer, to approve the policy as amended. The motion passed by voice vote.**

10. [25430](#) Review of the Water Utility General Manager.

**Attachments:** [Monitoring Overview.pdf](#)

**A motion was made by Cnare, seconded by DePue, to approve the Monitoring Overview as the Review of the General Manager. The motion passed by voice vote.**

**Bruce Mayer left at 6:20 p.m.**

**Present:** 7 -  
Mike DePue; Sue Ellingson; Lauren Cnare; Dan Melton; Madeline B. Gotkowitz; Larry Nelson and Doug Voegeli

**Excused:** 1 -  
Bruce Mayer

## DISCUSSION ITEMS

11. [24575](#) Discussion of the Water Utility Board's Policy on communicating with city residents.
- Attachments:** [WUB Policy #BP-2K - Linking with Ownership.pdf](#)  
[Memo from Larry Nelson on the Water Utility Board Annual Report.pdf](#)  
[Proposed Outline- Annual Report of the Water Utility Board.pdf](#)  
[WEGS 2010 3280.pdf](#)  
[Ownership Link Draft Presentation.pdf](#)
- The attached draft presentation was distributed to the board for review and improvement. Following discussion, staff was directed to prepare a draft annual report for 2011-2012.
12. [25742](#) Update on the Zone 4 Test Well and discussion of prior board action and recent activities.
- The board received an update on the project and discussed its prior action and a board member's testimony at the March 7 Board of Public Works meeting.

## BOARD SELF-EVALUATION

14. [20013](#) Meeting Evaluation and Discussion.
- Attachments:** [Board Self-evaluation.pdf](#)
- Dan Melton led the board self-evaluation.

## FUTURE AGENDA ITEMS

15. [14501](#) Introduction of Future Agenda Items.
- Attachments:** [Decision Tree.pdf](#)
- The following future agenda items were introduced:
- Draft changes to the board's policies to include the board's role in the appointment of the General Manager and renewal of his or her contract (MGO 13.02). Cnare volunteered to draft the changes.
  - A presentation of the rationale for the next water rate increase.
  - Review of the East Side Water Supply Project Conservation Advisory and the utility's response.

## ADJOURNMENT

A motion was made by Cnare, seconded by Ellingson, to Adjourn at 7:16 p.m. The motion passed by voice vote.