



# City of Madison

City of Madison  
Madison, WI 53703  
[www.cityofmadison.com](http://www.cityofmadison.com)

## Meeting Minutes - Approved WATER UTILITY BOARD

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Tuesday, June 29, 2010

4:30 PM

East District Police Station Conference Room  
809 S. Thompson Dr.

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### CALL TO ORDER / ROLL CALL

Gregory Harrington called the meeting to order at 4:33 p.m.

**Present:** 5 -

Dan Melton; Gregory W. Harrington; Bruce Mayer; Madeline B. Gotkowitz  
and Larry Palm

**Excused:** 2 -

Lauren Cnare and Thomas Schlenker

### APPROVAL OF MINUTES

A motion was made by Gotkowitz, seconded by Mayer, to Approve the Minutes  
of the May 25 meeting. The motion passed by voice vote.

### PUBLIC COMMENT

No citizens were present to address the board.

### ADMINISTRATION REPORTS

1. [17152](#) General Manager's Report

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

General Manager Tom Heikkinen invited the board to the water utility picnic  
July 24. He also highlighted the letter from a customer recognizing Field  
Supervisor John Hewitt.

There was a request for clarification of the numbers for the flushing program.  
Water Quality Manager Joseph Grande said in May, 317 hydrants were flushed  
unidirectionally and 81 hydrants were flushed conventionally. Year-to-date, 528  
hydrants were flushed unidirectionally and 134 were flushed conventionally.

### UNFINISHED BUSINESS

Lauren Cnare arrived at 4:37 p.m.

**Present:** 6 -

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

**Excused:** 1 -

Thomas Schlenker

2. [18521](#) Authorizing the submittal of the Madison Water Utility Capital Improvement Budget.

Attachments: [Draft Capital Improvement Budget.pdf](#)  
[Draft Capital Improvement Budget- WU Format.pdf](#)

Harrington said this budget is consistent with the Master Plan and Infrastructure Management Plan. It has been cut by 23% from what was projected for 2011 in last year's budget. Many projects were delayed in the schedule to achieve this reduction. General Manager Tom Heikkinen said the budget includes the full cost of Advanced Metering Infrastructure (AMI), but the sewer utility will be paying for half of this project. The utility is also estimating \$500,000 in insurance proceeds for #120 sphere on Prairie Rd. Total borrowing projected for 2011 is approximately \$16 million.

A discussion followed of the budget that included the utility's main replacement plans, the utility's borrowing position, the Paterson street remodel, and AMI, which will provide a significant economic benefit to the utility through monthly billing and the implementation of future rate increases.

Heikkinen was asked what the process was for prioritizing and deferring projects. Heikkinen said some projects were deferred when they were combined into the east side project. Other projects were moved because of water supply demand considerations. Principal Engineer Al Larson said there are some constant costs like pipeline replacement and the meter program, and the remainder each year is for projects. The utility's Master Plan and water demand are considered when scheduling projects. Because water demand is down, the construction of new wells could be spread out more.

There was a discussion of some properties the utility owns. The utility has several properties envisioned for sale in the future, including 17 acres in the Town of Middleton at the intersection of Old Sauk and Pioneer Rd. The Femrite Drive property was deeded to the utility as a future well site by the World Dairy Center; if it is not used for this purpose the utility might not be able to sell it but would instead have to give it back. The Nakoosa trail property is in the process of being sold. Site plans are being developed by Porchlight and approvals are being sought. The proceeds from that sale would go to the city as a debt payment.

A motion was made by Gotkowitz, seconded by Mayer, to Authorize the submittal of the 2011 Capital Budget to the Mayor's Office. The motion passed by voice vote.

## NEW BUSINESS

3. [18808](#) Amending the Water Utility's 2010 Capital Budget to create a new project titled "East Side Water Supply Planning and Project Development" funded in part by a USEPA Special Appropriations Grant in the amount of \$291,000 and by \$350,100 previously included in the 2010 Capital Budget (Multiple East Side Districts).

A motion was made by Cnare, seconded by Gotkowitz, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER . The motion passed by voice vote.

4. [18992](#) Succession Planning with Regard to Policy Governance Vote

Ray Harmon from the Mayor's office was present to address the board. He said the Mayor thought it would be appropriate to reappoint Greg Harrington to complete George Meyer's term, which ends September 2011. This will allow the board to continue to benefit from Harrington's expertise as they go through their education and reinvention process. At the end of this term, Harrington will have served on the board for 11 years, which is consistent with the Mayor's policy. One opening remains on the board. Any suggestions for potential members would be welcome.

Harmon was asked if an 11-year term would require a change to existing policy. He said it would not. The term length adopted by the council is 12 years; 10 years is the Mayor's own policy.

5. [14501](#) Introduction of Future Agenda Items

Harrington said he would prefer that future agenda items be introduced as a motion with a second, followed by a vote. No agenda items were introduced.

## INFORMATIONAL ITEMS

6. [18212](#) Water Quality Technical Advisory Committee Meeting Minutes

Attachments: [WQTAC Minutes 5-11-10.pdf](#)

There was a discussion of the private well abandonment program. Heikkinen said this program is managed by Water Quality Manager Joseph Grande, and the utility currently has an hourly employee doing private well inspections. The city is also offering financial help with well abandonment. Grande said the utility is targeting specific wellhead protection areas. The pilot for this program is the Well 14 area. The utility is doing external surveys, and when there is additional information, they are also doing internal surveys. He is in the process of preparing a status report for this program. The next focus will be the Well 9 area, and then the Well 7 area. The wellhead protection areas have been prioritized based on an assessment of the likelihood that they could have a high number of private wells. The Well 14 area is close to the lake, and there were lots of cottages. Some homes in the Well 7 and 9 areas might not have been connected to city water when they were built. The cost of a well abandonment depends on the well driller and other factors. Generally, the average has been \$300-\$500 for a relatively simple abandonment. Some have been \$1800-2500 but this seems to be a single well driller. If the property owner had obtained additional bids the cost might have been reduced.

## BOARD EDUCATION SESSION

A motion was made by Cnare, seconded by Gotkowitz, to Take A Recess for 15 minutes at 5:10 p.m. The motion passed by voice vote.

Thomas Schlenker arrived at 5:25 p.m.

Present: 7 -

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

7. [18522](#) Session Three: Developing Executive Limitations and Board-Executive Delegation Policies

Attachments: [Board Education Session Three.pdf](#)

The board discussed Executive Limitations Policies (EL 1 and EL 2A-I).  
Discussion of Board-Executive Delegation Policies was deferred to the next meeting.

Larry Palm left at 6:45 p.m.

## ADJOURNMENT

A motion was made by Cnare, seconded by Mayer, to Adjourn at 7:20 p.m. The motion passed by voice vote.