



City of Madison

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

Meeting Minutes - Approved WATER UTILITY BOARD

Tuesday, September 26, 2017

4:30 PM

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

CALL TO ORDER / ROLL CALL

Bruce Mayer called the meeting to order at 4:34 pm.

Present: 5 - Arvina Martin; Patrick E. Delmore; Lauren Cnare; Doug Voegeli and Bruce Mayer

Excused: 3 - Madeline B. Gotkowitz; Eugene L. McLinn and David Ahrens

APPROVAL OF MINUTES

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

PUBLIC COMMENT

There were no registrants.

DISCLOSURES AND RECUSALS

There were none.

NEW BUSINESS

1. [48880](#) Board education: Madison Water Utility's Strategic Communicaton Plan

Attachments: [2017 Strategic Communication Plan.pdf](#)
[2017 Community Outreach.pdf](#)

Public Information Officer Amy Barrilleaux presented the report to the board and showed them tools that are available online to stay informed about projects and other news at Madison Water Utility.

2. [48892](#) Unit Well 19: Recommendation to Madison Water Utility Board for professional design and construction administrative services for an iron, manganese, and radium treatment system.

A motion was made by Cnare, seconded by Delmore, to Approve the recommendation to hire Strand Associates for Phase 1 of the Well 19 project. The motion passed by unanimous voice vote.

3. [48734](#) Authorizing a sole source agreement between the City of Madison Water Utility and API Outsourcing Inc. and authorizing the Mayor and City Clerk to enter into a POS contract with API Outsourcing Inc. for printing and mailing services for the Madison Water Utility.
- A motion was made by Cnare, seconded by Delmore, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by unanimous voice vote.**
4. [48832](#) Amending the Water Utility's adopted 2017 Capital Budget to transfer \$50,000 of revenue bond funding from the Unit Well #8 Reconstruction project to the Well 12 Conversion project for the redesign of the Upgrade of Unit Well 12, and authorizing the Mayor and the City Clerk to execute an amendment to the Professional Services Agreement with SEH, Inc. for pre-design planning, public participation support, the preparation of final construction drawings and specifications, permitting, bidding, and construction administration for the redesign of the Upgrade of Unit Well 12.
- Attachments:** [Amendment #2 Memo for Unit Well 12 Upgrade_Final.pdf](#)
[Contract Amendment #2 - Well 12.pdf](#)
[ATTACHMENT G - Fee Schedule.pdf](#)
[ATTACHMENT H - Project Schedule.pdf](#)
- A motion was made by Cnare, seconded by Martin, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by unanimous voice vote.**
5. [48893](#) Reviewing Water Utility Board Process Policies
- Attachments:** [Board_Process_Policies.pdf](#)
[Revision to BP-2G.pdf](#)
- A motion was made by Cnare, seconded by Martin, to Amend the Board Process Policy on the Secretary's role (see attached). The motion passed by unanimous voice vote.**

OTHER BUSINESS

6. [22206](#) Notification of any noncompliance with Water Utility Board Policies.
- There was none to report.**
7. [48897](#) Financial Condition and Activities Report
- Attachments:** [6-30-17 Income Statement.pdf](#)
[6-30-17 Fund Balance.pdf](#)
- A motion was made by Martin, seconded by Cnare, to accept the report. The motion passed by unanimous voice vote.**

8. [24301](#) Items of general interest and update on any rate case in progress.

General Manager Tom Heikkinen gave an update to the board.

The water utility planned to file a rate increase application within the week. The application would include funds for the water utility's main replacement program, which would allow the utility to do some "pay as you go" instead of borrowing all of the funds for main replacement.

9. [45865](#) Update on the Water Conservation House Project

General Manager Tom Heikkinen gave an update to the board.

10. [28907](#) Report from the Committee on the Environment.

Patrick Delmore gave an update to the board.

11. [14501](#) Introduction of Future Agenda Items.

Attachments: [Decision Tree.pdf](#)

No new agenda items were introduced.

12. [20013](#) Meeting Evaluation and Discussion

ADJOURNMENT

A motion was made by Martin, seconded by Delmore, to Adjourn at 5:23 pm. The motion passed by unanimous voice vote.