



# City of Madison

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

## Meeting Minutes - Draft WATER UTILITY BOARD

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Tuesday, July 31, 2018

4:30 PM

Madison Water Utility Operations Center  
110 S. Paterson St.

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### CALL TO ORDER / ROLL CALL

Lauren Cnare called the meeting to order at 4:33 pm.

**Present:** 6 - Patrick E. Delmore; Lauren Cnare; Eugene L. McLinn; Doug Voegeli; Bruce Mayer and David Ahrens

**Excused:** 1 - Arvina Martin

### APPROVAL OF MINUTES

A motion was made by McLinn, seconded by Delmore, to Approve the Minutes of the April, May, and June minutes. The motion passed by unanimous voice vote.

### PUBLIC COMMENT

There were no registrants.

### DISCLOSURES AND RECUSALS

There were none.

### NEW BUSINESS

Arvina Martin arrived at 4:47 pm.

**Present:** 7 - Arvina Martin; Patrick E. Delmore; Lauren Cnare; Eugene L. McLinn; Doug Voegeli; Bruce Mayer and David Ahrens

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

**Attachments:** [2017 MWU Management Letter-Final.pdf](#)  
[2017 MWU Financial Statements-Final.pdf](#)  
[2017 Audit Presentation 2018-07-31.pdf](#)

Vicki Hellenbrand, CPA from Baker Tilly presented the 2017 audit and answered questions from the board (see attached).

2. [52288](#) Authorizing the double-fill of position #1887 Water Utility Finance Manager due to the planned transition of the current incumbent to the position of Water Utility Customer Service Manager on May 1, 2019, prior to his retirement in April 2020.
- A motion was made by Ahrens, seconded by Mayer, to Return to Lead with the Recommendation to Place on File. The motion passed by unanimous voice vote.**
3. [52402](#) Authorizing Madison Water Utility's General Manager to certify municipal services bills, assessments, and charges to the 2018 tax rolls of other governmental units for delinquent accounts in those jurisdictions.
- A motion was made by Ahrens, seconded by McLinn, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by unanimous voice vote.**
4. [52638](#) Approving 2019 Water Utility Board Meeting Schedule
- Attachments:** [2019 Water Utility Board Meeting Dates.pdf](#)
- A motion was made by McLinn, seconded by Martin, to Approve. The motion passed by unanimous voice vote.**

#### OTHER BUSINESS

5. [22206](#) Notification of any noncompliance with Water Utility Board Policies.
- Board members were encouraged to review Board Process and Board-Executive Delegation Policies to discuss any potential noncompliance at the next meeting.**
6. [52617](#) Sustainability Report
- Attachments:** [O-2E Sustainability July 2018.pdf](#)
- Water Supply Manager Joe DeMorett addressed the board. A motion was made by Martin, seconded by McLinn, to accept the policy interpretation and the report as submitted. The motion passed by unanimous voice vote.**
7. [52636](#) Financial Planning/ Budget Report
- Attachments:** [Model w Exp Dep Option 1.pdf](#)  
[Model w Exp Dep Option 2.pdf](#)  
[2019 Operating Budget.pdf](#)
- Chief Administrative Officer Robin Piper and Finance Supervisor Kathy Schwenn presented reports to the board (see attached).**

8. [52622](#) Financial Condition & Activities Report

**Attachments:** [Fund Balance Statement- 1st Quarter 2018.pdf](#)  
[Income Statement- 1st Quarter 2018.pdf](#)

**Chief Administrative Officer Robin Piper and Finance Supervisor Kathy Schwenn presented reports to the board (see attached).**

**By unanimous consent, agenda item #10 was discussed out of order.**

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

**Patrick Delmore gave an update to the board.**

9. [24301](#) Items of general interest and update on any rate case in progress.

**Tom Heikkinen gave an update on the rate case to the board. Customers will receive notice of a public hearing before the Public Service Commission on August 29.**

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

**Attachments:** [Decision Tree.pdf](#)

**Perfluorinated compounds was suggested as a future agenda item.**

**Reviewing board policies is also a future agenda item.**

## CLOSED SESSION

**Doug Voegeli left the meeting at 6:16 pm.**

**Present:** 6 - Arvina Martin; Patrick E. Delmore; Lauren Cnare; Eugene L. McLinn; Bruce Mayer and David Ahrens

**Excused:** 1 - Doug Voegeli

12. [52637](#) Discuss the performance of the Water Utility General Manager

**A motion was made by Ahrens, seconded by Delmore, to convene in closed session at 6:16 pm pursuant to Wis. Stats. §19.85(1)(c), for the purpose of "considering [the]...performance evaluation data of..." the Water Utility General Manager, a "... public employee over which the [Board] has jurisdiction or exercises responsibility." The motion passed by unanimous voice vote.**

**Arvina Martin left the meeting at 7:00 pm.**

**A motion was made by Ahrens, seconded by Mayer, to reconvene in open session at 7:07 pm. The motion passed by unanimous voice vote.**

**Present:** 5 - Patrick E. Delmore; Lauren Cnare; Eugene L. McLinn; Bruce Mayer and David Ahrens

**Excused:** 2 - Arvina Martin and Doug Voegeli

**ADJOURNMENT**

A motion was made by Mayer, seconded by Delmore, to Adjourn at 7:08 pm.  
The motion passed by unanimous voice vote.