

# MADISON METROPOLITAN SEWERAGE DISTRICT

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D. Michael Mucha, P.E.  
Chief Engineer & Director



## COMMISSIONERS

Edward V. Schten  
President  
Thomas D. Hovel  
Vice-President  
Caryl E. Terrell  
Secretary  
John E. Hendrick  
Commissioner  
Ezra J. Meyer  
Commissioner

**Note: All dates are tentative and subject to change**

## Upcoming Agenda Items

Commission Meeting Date	Meeting Finalized	Meeting/Event	Potential Agenda Items
5/24/2012 Thursday	X	Commission Meeting & Study Session	<ul style="list-style-type: none"> <li>• <b>Review and Approval of Sewer Extension Plans-Sauser</b> <ul style="list-style-type: none"> <li>A. Langlois Street and Merrill Crest Drive Assessment Dist – 2012, City of Madison</li> <li>B. Lawrence St, O'Sheridan St, and Bresland Ct Reconstruction, City of Madison</li> <li>C. Post Road/Index Road Sanitary Sewer Extension, City of Fitchburg</li> <li>D. Grandview Commons Phase 11, City of Madison</li> <li>E. Utility Replacement With Resurfacing (E. Dayton, Jenifer, and Hanover), City of Madison</li> <li>F. Conklin Place Reconstruction, City of Madison</li> </ul> </li> </ul> <p><b>STUDY SESSION LISTED BELOW</b></p>
5/24/2012	X	Study Session	
6/14/2012 Thursday	X	Commission Meeting	<ul style="list-style-type: none"> <li>• Cash Statements</li> <li>• Review and Approval of Sewer Extension Plans-Sauser</li> <li>• Phosphorus Management Strategy-Taylor</li> <li>• Commission Topic: Preparation for Chief Engineer &amp; Director's Performance Review-Commission</li> <li>• Report/Update from the Pretreatment &amp; Waste Acceptance Coordinator, Erickson</li> </ul> <p><b>Excused: Commissioner Hovel is tentative for this meeting</b></p>
6/28/2012 Thursday	X	Commission Meeting & Study Session	<ul style="list-style-type: none"> <li>• Review and Approval of Sewer Extension Plans-Sauser</li> <li>• Review &amp; Approval of CMAR-Allen</li> </ul> <p><b>Excused: Commissioner Hendrick</b></p>
6/28/2012	X	Study Session	<b>Topic: Employee Pay System</b>
7/12/2012 Thursday	X	Commission Meeting	<ul style="list-style-type: none"> <li>• Cash Statements</li> <li>• Review and Approval of Sewer Extension Plans-Sauser</li> <li>• 2<sup>nd</sup> Quarter 2012 Sewer Service Bills-Gebert</li> <li>• Phosphorus Management Strategy-Taylor</li> <li>• Annual Performance Review of Chief Engineer &amp;</li> </ul>

			Director-Commission
7/26/2012 Thursday	X	Commission Meeting & Study Session	<ul style="list-style-type: none"> <li>Review and Approval of Sewer Extension Plans-Sauser</li> <li><i>Tentative:</i> Discussion of 2013 Budget Preparation-Mucha</li> </ul>
7/26/2012	X	Study Session	Topic:
8/16/2012 Thursday	X	Commission Meeting	<ul style="list-style-type: none"> <li>Cash Statements</li> <li>Review and Approval of Sewer Extension Plans-Sauser</li> <li>Phosphorus Management Strategy-Taylor</li> </ul>
8/30/2012 Thursday	X	Commission Meeting & Study Session	<ul style="list-style-type: none"> <li>Review and Approval of Sewer Extension Plans-Sauser</li> </ul>
8/30/2012	X	Study Session	Topic:
9/13/2012 Thursday	X	Commission Meeting	<ul style="list-style-type: none"> <li>Cash Statements</li> <li>Review and Approval of Sewer Extension Plans-Sauser</li> <li>Phosphorus Management Strategy-Taylor</li> <li>Presentation of 2013 Proposed Budget-Mucha</li> </ul>
9/27/2012 Thursday	X	Commission Meeting & Study Session	<ul style="list-style-type: none"> <li>Review and Approval of Sewer Extension Plans-Sauser</li> <li>Discussion of 2013 Proposed Budget-Mucha</li> </ul>
9/27/2012	X	Study Session	Topic:
10/11/2012 Thursday	X	Commission Meeting	<ul style="list-style-type: none"> <li>Cash Statements</li> <li>Review and Approval of Sewer Extension Plans-Sauser</li> <li>3<sup>rd</sup> Quarter 2012 Sewer Service Bills-Gebert</li> <li>Phosphorus Management Strategy-Taylor</li> </ul>
10/25/2012 Thursday	X	Commission Meeting & Study Session	<ul style="list-style-type: none"> <li>Review and Approval of Sewer Extension Plans-Sauser</li> <li>Convene Public Hearing on the 2013 Proposed Budget-Mucha</li> <li>Action on 2013 Proposed District Budget-Mucha</li> <li>Consideration of Proposed 2013 Sewer Service Charge Rates &amp; Septage Disposal Rates-Brochtrup</li> <li>Consideration of Proposed 2013 Annexation Hearing Charges and Plan Review Fees-Brochtrup</li> <li>Consideration of Proposed 2013 Interceptor Connection Charge Rates and Treatment Plant Connection Charge Rates-Sauser</li> <li>Review and Adoption of Proposed 2013 Application Fees for Wastewater Generated Outside the District-Taylor</li> </ul> <p><i>Excused: Commissioner Terrell will be available via teleconference</i></p>
10/25/2012	X	Study Session	Topic:
11/15/2012 Thursday	X	Commission Meeting	<ul style="list-style-type: none"> <li>Cash Statements including sinking funds</li> <li>Review and Approval of Sewer Extension Plans-Sauser</li> </ul>

			<ul style="list-style-type: none"> <li>• <b>Tentative: Revisions to Budget &amp; Rates as Necessary</b></li> <li>• <b>Tentative: Special Changes to Revise &amp; Adopt Rates/Fees as Necessary</b></li> <li>• <b>Phosphorus Management Strategy-Taylor</b></li> </ul>
11/29/2012 Thursday	X	Commission Meeting & Study Session	<ul style="list-style-type: none"> <li>• <b>Review and Approval of Sewer Extension Plans-Sauser</b></li> </ul>
11/29/2012	X	Study Session	<b>Topic:</b>
12/13/2012 Thursday	X	Commission Meeting	<ul style="list-style-type: none"> <li>• <b>Cash Statements</b></li> <li>• <b>Review and Approval of Sewer Extension Plans-Sauser</b></li> <li>• <b>Closed Session: Compensation &amp; Pay Plan</b></li> <li>• <b>Open Session: Related Action to Closed Session</b></li> <li>• <b>Phosphorus Management Strategy-Taylor</b></li> </ul>
<b>1<sup>st</sup> Meeting of the month</b>		<b>All Meetings</b>	
<ul style="list-style-type: none"> <li>• Cash statement (sinking fund information included in May and November)</li> <li>• Capital Budget Update (possibly no report in November)</li> </ul>		<ul style="list-style-type: none"> <li>• Sewer extensions and voids as necessary</li> <li>• Annexation Hearings as required</li> <li>• Policy Issue Discussions as necessary</li> <li>• Interim Financial Resolutions (as needed and typically in January)</li> </ul>	
<b>2<sup>nd</sup> Meeting of the month</b>		<b>Miscellaneous Topics:</b>	
<ul style="list-style-type: none"> <li>• Operations Reports</li> </ul>		<ul style="list-style-type: none"> <li>• CWF Bonds (as needed)-Municipal Obligation &amp; Financial Assistance Agreement-part of CWF Bond</li> <li>• Annexations as needed</li> <li>• Sewer Use Ordinance (as needed)</li> <li>• Award Contracts &amp; Project Closeouts (as needed)</li> <li>• Automatic Annexations-please check with Curt Sauser</li> </ul>	
<b>Future Agenda Topic</b>		<b>Commission &amp; Staff Discussion</b>	
<ul style="list-style-type: none"> <li>• <b>Summary of Costs to Provide Sewer Service</b></li> <li>• <b>Future Discussion on Policy Regarding Delinquent Sewer Extension Charges</b></li> <li>• <b>Process Control System Upgrade Project Budget Update-Allen</b></li> </ul>		<b>Curt Sauser</b>	