

Minutes of the Regular Meeting of the Commissioners of the Madison Metropolitan Sewerage District held at the District office, 1610 Moorland Road, Madison, Wisconsin, 53713 on the 15th day of March, 2010 at 8:00 a.m.

1. The meeting was called to order by President Schten.

2. Meeting Attendees:

Commissioners: Hendrick, Hovel, Meyer, Schten and Terrell.

MMSD Staff: Mike Simon, Assistant Chief Engineer and Director of Planning; Dave Taylor, Director of Special Projects; Gerry Sachs, Staff Engineer; Stephanie Calkins, Staff Accountant; Steve Reusser, Operations Engineer; Jeff Brochtrup, Director of Administration; and Griffin Dorschel, Attorney.

Visitors: None

3. It was moved by Commissioner Terrell and seconded by Commissioner Hendrick that the Commission meeting minutes of March 1, 2010 be approved as written.

The motion was carried.

Ayes: Commissioners Hendrick, Hovel, Meyer, Schten and Terrell.

4. Progress reports were presented on the following projects:

- a) Solids Handling Facilities Plan/Eleventh Addition Design. The public hearing for the solids handling facilities plan was held on Tuesday, February 16 from 6:30 to 7:30 p.m. No one from the general public attended. The DNR is presently conducting a review of the draft facilities plan. Request for proposals have been sent to three struvite harvesting system vendors. Proposals are due April 6 and final selection approval is anticipated for the first Commission Meeting in May. Steve Reusser, Operations Engineer, reported on ongoing research related to the Eleventh Addition.
- b) Process Control System Upgrade/Replacement Planning. The planning effort is moving forward as planned. The extent of the project to date has been to provide information to the consultants related to the District's existing system, its capabilities, and the capabilities of the District's staff. The second workshop is planned for March 23 and will include a review of all of the information gathered to that point.
- c) Pumping Stations 6 and 8 Rehabilitation. Since the vibration problems with the new pumps at Pumping Station 6 appear to be resolved by the substitution of a two vane impeller for the original three vane impeller, work is proceeding with installation of the second pump. Work continues to progress well at Pumping

Station 8. The mechanical contractor will begin installing the third pump this week. Pumping Station 8 is operating on the new power system and new control center allowing demolition of the old electrical gear to begin shortly.

- d) Northeast Interceptor – PS 10 to Lien Road Construction. The contractor has installed roughly 3,500 feet of the total of 9,200 feet of sewer on this project including the tunnels under Highway 51 and Highway 30. The contractor plans to remobilize on April 5 starting with work in the Nakoosa Trail roadway. The District has not had to issue the Special Orders adopted at the February 15 Commission Meeting since Paetec Communications and Rogers Cable Communications are proceeding with relocation of the interfering fiber optic cables.
 - e) Far East Interceptor/Cottage Grove Extension Liner Installation. Interceptor lining took place during the weeks of February 15 and 22. Only a few minor work items remain including restoration and manhole repair.
 - f) Badfish Creek Farm Bridges Replacement. The consulting engineer continues to work on the design for four replacement bridges over Badfish Creek. The consultant is presently in the permitting process, which includes obtaining a DNR Chapter 30 permit and a Dane County erosion control permit for each site. The design is proceeding as planned and is expected to be ready for a bid in early May.
5. The Cash Statement of the General Account as of March 15, 2010 was reviewed and placed on file. The statement shows an available cash balance through General Account Check No. 98226 in the amount of \$91,344.30; minus an adjustment of \$3,022.96 for a check received without a signature; subsequent receipts totaling \$4,653,181.12; less disbursements of \$4,609,683.35 with a resulting cash balance of \$131,819.11.

After discussion, it was moved by Commissioner Meyer and seconded by Commissioner Hendrick that the General Account disbursements in the amount of \$4,609,683.35 be approved.

The motion was carried.

Ayes: Commissioners Hendrick, Hovel, Meyer, Schten and Terrell.

Nays: None.

6. The Cash Statement of the Construction Account as of March 15, 2010 was reviewed and placed on file. The statement shows an available cash balance through Construction Account Check No. 9397 in the amount of \$3,440.89; subsequent receipts totaling \$1,107,488.81; less disbursements of \$1,104,810.32 with a resulting cash balance of \$6,119.38.

After discussion, it was moved by Commissioner Meyer and seconded by Commissioner Hendrick that the Construction Account disbursements in the amount of \$1,104,810.32 be approved.

The motion was carried.

Ayes: Commissioners Hendrick, Hovel, Meyer, Schten and Terrell.

Nays: None.

7. The following sewer extension plans were reviewed and placed on file:

- a. Woodland Drive Reconstruction, Village of Waunakee.
- b. Columbia Avenue Reconstruction, Village of DeForest.
- c. Coyle Highlands 2nd Addition, Alyssa & Farwell Drive Reapproval, Village of Cottage Grove.

After discussion, it was moved by Commissioner Hovel and seconded by Commissioner Hendrick that the following resolutions be adopted:

a) Woodland Drive Reconstruction.

WHEREAS, plans for the Sanitary Sewer Extension were submitted to the Madison Metropolitan Sewerage District (MMSD) for Woodland Drive Reconstruction, Village of Waunakee on February 24, 2010, by Bradley Miller, Strand Associates, and

WHEREAS, the sanitary sewer mains are being constructed in conjunction with the reconstruction of Woodland Drive, and

WHEREAS, the proposed sewers were previously approved, but not built, as part of the Castle Creek 4th Addition sewer extension in 1991, plan No. 91-32, and

WHEREAS, the lands to be served are Lots 273-277 of Castle Creek 4th Addition, which are currently vacant. The interceptor connection charges for these lots have been paid. The treatment plant connection charges have not been paid and are due as listed, and

WHEREAS, the proposed extensions will connect to the Village of Waunakee's sewerage facilities and MMSD's Northeast Interceptor/Waunakee-Deforest Extension, and

WHEREAS, plan review fees are due, and

WHEREAS, the MMSD has received a sewer extension review letter #24-10-1 from the Capital Area Regional Planning Commission (CARPC) dated March 3, 2010 stating the CARPC staff has reviewed the proposed extension and determined that it is consistent with the urban service area provisions of the Dane County Water Quality Plan and the Dane County Land Use and Transportation Plan, and

WHEREAS, the Chief Engineer and Director of the MMSD recommended the approval of said plans,

THEREFORE, BE IT RESOLVED, that the plans for the Sanitary Sewer Extension for Woodland Drive Reconstruction, Village of Waunakee submitted on February 24, 2010, by Bradley Miller, Strand Associates, be approved subject to the following conditions:

1. That Village of Waunakee shall pay the plan review fee of \$1,070.00 to the MMSD within 30 days of receiving an invoice for the fee.
2. That prior to connection of any building sewers on the lots to be served to sewers within the MMSD's system, the Village of Waunakee shall have paid to the MMSD the sum of \$1,478.69 for payment of treatment plant connection charges for the lands to be served, said lands being Lots 273-277 Castle Creek 4th Addition plat. Said lands are located in the NW1/4, Section 16, T8N, R9E, on the Village's southeast side.
3. That interceptor and treatment plant connection charge rates are adjusted at the beginning of each calendar year and said connection charges will be due based on the rate for the year in which the payment is made.
4. That, if said treatment plant connection charges for the lands to be served remain unpaid after connection of the building sewers to sewers within MMSD's system, appropriate interest on the unpaid balance shall be charged to the Village of Waunakee by the MMSD.
5. That the construction, operation, maintenance and use of the sanitary sewer system shall be in accordance with the lawful rules and regulations of the MMSD and with the applicable State of Wisconsin plumbing and sewerage codes.
6. That if no building sewers' construction on the subject lands has commenced within four years following the approval date of this resolution, this approval shall become void and new plans shall be submitted.

b) Columbia Avenue Reconstruction.

WHEREAS, plans for sanitary sewer replacements were submitted to the Madison Metropolitan Sewerage District (MMSD) for Columbia Avenue Reconstruction in the Village of Deforest on February 24, 2010, by Craig Mathews, Vierbicher Associates, Inc., and

WHEREAS, the project consists of a street reconstruction project, including reconstruction of the sanitary sewer, water main, and storm sewer utilities. The existing sanitary sewer mains are aging and in need of replacement, and

WHEREAS, the project is a replacement in kind and consists of replacing the existing sanitary sewer in approximately the same location, horizontally and vertically. No new areas are being served and no additional flows are anticipated, and

WHEREAS, the proposed extensions will connect to the Village of Deforest's sewerage facilities and MMSD's Northeast Interceptor/Waunakee-Deforest Extension, and

WHEREAS, connection charges for the lands being served have been paid, and

WHEREAS, the MMSD has received a sewer extension review letter #175-10-1 from the Capital Area Regional Planning Commission (CARPC) dated March 17, 2010 stating the CARPC staff has reviewed the proposed extension and determined that it is consistent with the urban service area provisions of the Dane County Water Quality Plan and the Dane County Land Use and Transportation Plan, and

WHEREAS, the Chief Engineer and Director of the MMSD recommended the approval of said plans,

THEREFORE, BE IT RESOLVED, that the plans for sanitary sewer extensions for Columbia Avenue Reconstruction, Village of Deforest, submitted on February 24, 2010, by Craig Mathews, Vierbicher Associates, Inc. on behalf of the Village of Deforest, be approved subject to the following conditions:

1. That the Village of Deforest shall require the presence of an engineer or an inspector on the construction of said sewer extensions who shall make a record showing in detail the construction as built and shall furnish the MMSD with as-built plans in the case of any significant deviations from the original design.
2. That the construction, operation, maintenance and use of said sewer extensions shall be in accordance with the lawful rules and regulations of the MMSD and with the applicable State of Wisconsin plumbing and sewerage codes.
3. That if construction of the sewer extensions covered by said plans has not commenced within four years following the approval date of this resolution, this approval shall become void and new plans shall be submitted. If construction has commenced but has not been completed within the four-year approval period, the unbuild portion must be submitted for reapproval if it is a significant portion of the project and would require DNR approval.

c) Coyle Highlands 2nd Addition, Alyssa & Farwell Drive Reapproval.

WHEREAS, plans for sanitary sewer replacements were submitted to the Madison Metropolitan Sewerage District (MMSD) for Coyle Highlands 2nd Addition Alyssa & Farwell Drive Sewer Extension Reapproval in the Village of Cottage Grove on March 5, 2010, by Mike Calkins, Calkins Engineering, and

WHEREAS, the proposed sewers were previously approved, but not built, as part of the sewer extensions for Coyle Highlands 2nd Addition in 2004, and

WHEREAS, the lands to be served by this set of plans are Lots 125-132, 185-190 and Outlot 5 of Coyle Highlands 2nd Addition, which are currently vacant. Said lots are located in the NE1/4, Section 8, T7N, R11E, north of CTH BB on the west side of the

Village of Cottage Grove. The interceptor and treatment plant connection charges for these lots were paid as part of sewer plan 2004-049, and

WHEREAS, plan review fees are due, and

WHEREAS, the MMSD has received a sewer extension review letter #7-09-4 from the Capital Area Regional Planning Commission (CARPC) dated November 12, 2010, 2010 stating the CARPC staff has reviewed the proposed extension and determined that it is consistent with the urban service area provisions of the Dane County Water Quality Plan and the Dane County Land Use and Transportation Plan, and

WHEREAS, the Chief Engineer and Director of the MMSD recommended the approval of said plans,

THEREFORE, BE IT RESOLVED, that the plans for sanitary sewer extensions for Coyle Highlands 2nd Addition Alyssa & Farwell Drive Sewer Extension Reapproval, Village of Cottage Grove, submitted on March 5, 2010, by Mike Calkins, Calkins Engineering on behalf of the Village of Cottage Grove, be approved subject to the following conditions:

1. That the Village of Cottage Grove shall pay the plan review fee of \$1,070.00 to the MMSD within 30 days of receiving an invoice for the fee.
2. That the Village of Cottage Grove shall require the presence of an engineer or an inspector on the construction of said sewer extensions who shall make a record showing in detail the construction as built and shall furnish the MMSD with as-built plans in the case of any significant deviations from the original design.
3. That the construction, operation, maintenance and use of said sewer extensions shall be in accordance with the lawful rules and regulations of the MMSD and with the applicable State of Wisconsin plumbing and sewerage codes.
4. That if construction of the sewer extensions covered by said plans has not commenced within four years following the approval date of this resolution, this approval shall become void and new plans shall be submitted. If construction has commenced but has not been completed within the four-year approval period, the unbuilt portion must be submitted for reapproval if it is a significant portion of the project and would require DNR approval.

The motion was carried.

Ayes: Commissioners Hendrick, Hovel, Meyer, Schten and Terrell.

Nays: None

8. The Commissioners did not schedule any further future meetings at this time. Presently, future meetings are scheduled for March 29 and April 12, both starting at 8:00 a.m.
9. The following oral reports were presented by staff:
 - a. The Director of Special Projects updated the Commissioners on various phosphorus related issues. The phosphorus water quality criteria regulation is being presented to

March 15, 2010

Page 6 of 8

the DNR board on March 16 and hearings are expected in April and May. The new regulation could be forwarded to the legislature for adoption as early as June. The District has also been invited to participate in implementation planning for the Total Maximum Daily Load (TMDL) for phosphorus on the Rock River. Initial meetings of this group will begin this month.

- b. The Commissioners were presented with draft copies of the Annual Report for review and comment. Commissioners were requested to provide any comments by the next Commission meeting.
10. Other information shared with the Commission:
- a. Staff included information on the NACWA Environmental Policy Forum scheduled for April in Washington DC.
 - b. The Assistant Chief Engineer reported that an Engineering Technician position had been posted last Friday, March 12. Many of the duties of this new position are duties currently performed by the Municipal Engineer.
11. The Commission discussed their next steps related to filling the position of the retiring Chief Engineer & Director. Commissioner Hendrick indicated he had contacted Travis Myren, the Director of Administration for Dane County. Commissioner Hendrick reported that if desired, Dane County could provide recruitment services for the District. After further discussion, it was decided that Commissioner Hendrick will contact Mr. Myren to request a proposal for services similar to those proposed by Dan Stahl of the Human Resources Group. The proposals will be reviewed in closed session at the next Commission meeting.
12. It was moved by Commissioner Hovel and seconded by Commissioner Meyer that the meeting be adjourned.

The motion was carried.

Ayes: Commissioners Hendrick, Hovel, Meyer, Schten and Terrell.

Nays: None.

Regular Meeting of the Commissioners

March 15, 2010

Caryl E. Terrell, Secretary

Future Meetings:

Monday, March 29, 2010 at 8:00 a.m., regular Commission Meeting.

Monday, April 12, 2010 at 8:00 a.m., regular Commission Meeting.