

Minutes of the Regular Meeting including an Annexation Hearing, of the Commissioners of the Madison Metropolitan Sewerage District held at the District office, 1610 Moorland Road, Madison, Wisconsin, 53713 on the 17th day of March, 2008 at 8:00 a.m.

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

2. Meeting Attendees:

Commissioners: Hendrick, Hovel, Schten and Terrell.

MMSD Staff: Jon Schellpfeffer, Chief Engineer and Director; Mike Simon, Assistant Chief Engineer and Director of Planning; Dave Taylor, Director of Special Projects; Shirley Fox, Office Manager/Controller; Gerry Sachs, Staff Engineer, and Griffin Dorschel, Attorney.

Visitors: Ron Rieder and Bob Gundlach, City of Verona; Randy Wirtz, Strand Associates and Kamran Mesbah, Capital Area Regional Planning Commission.

3. After discussion, it was moved by Commissioner Terrell and seconded by Commissioner Hovel that the Commission meeting minutes of February 27, 2008 be approved as written.

The motion was carried.

Ayes: Commissioners Hovel, Schten and Terrell.

Nays: None.

Commissioner Hendrick arrived.

4. President Schten convened the public hearing to take testimony on the proposed annexation of lands in the City of Verona to the Madison Metropolitan Sewerage District. Attorney Dorschel conducted the public hearing.

5. President Schten closed the public hearing.

6. It was moved by Commissioner Hovel and seconded by Commissioner Terrell that Attorney Dorschel prepare a draft Order for the annexation of lands in the City of Verona that were the subject of the annexation hearing

7. Progress reports on the following projects:

a. Tenth Addition Construction. The anaerobic digestion process has been working well since February 1<sup>st</sup>. However, to accomplish this, the flow rates have been increased fifty percent higher normal to achieve the desired two-day detention time. The District continues to add ferric chloride to the process to reduce struvite and to help maintain acid conditions. The Contract NS10-D

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improvements are being completed. The new pumps, piping and ventilation work is nearly complete. The new conveyor at the Headworks Building is not expected to be installed until this summer. The new gas treatment system work is progressing on schedule. Nearly all of the work that can be done ahead of the delivery of the equipment has been completed. The tentative shipment date of the gas treatment equipment is mid-April, and it is expected that the process will be operational in May.

- b. Master Plan. Work on the Master Plan is proceeding well. District staff has made presentations to five public bodies as part of the public education and public involvement process. Over 180 responses to the questionnaire dealing with the Master Plan have been received from various individuals.
  - c. Rock River TMDL. The District staff continues to participate in meetings with EPA, DNR and the consultants regarding the development of the TMDL for phosphorus and sediment in the Rock River. The first draft of the TMDL report is scheduled to be released by the end of March with a public comment period to follow. The final TMDL report is expected this fall, and a report dealing with implementation is expected six months to one year after that.
8. The Cash Statement of the General Account as of March 17, 2008 was reviewed and placed on file. The statement shows an available cash balance through General Account Check No. 93079 in the amount of \$395,270.29; plus an adjustment of \$74.33; subsequent receipts totaling \$1,217,082.92; less disbursements of \$1,605,468.43 with a resulting cash balance of \$6,959.11.

After discussion, it was moved by Commissioner Hovel and seconded by Commissioner Hendrick that the General Account disbursements in the amount of \$1,605,468.43 be approved.

The motion was carried.

Ayes: Commissioners Hendrick, Hovel, Schten and Terrell.

Nays: None.

9. The Cash Statement of the Construction Account as of March 17, 2008 was reviewed and placed on file. The statement shows an available cash balance through Construction Account Check No. 9158 in the amount of \$3,172.39; subsequent receipts totaling \$206,356.66 less disbursements of \$204,762.75; with a resulting cash balance of \$4,766.30.

After discussion, it was moved by Commissioner Hovel and seconded by Commissioner Terrell that the Construction Account disbursements in the amount of \$204,762.75 be approved.

The motion was carried.

Ayes: Commissioners Hendrick, Hovel, Schten and Terrell.  
Nays: None.

10. The Chief Engineer and Director reported on the results of the March 6<sup>th</sup> bid opening for the Lower Badger Mill Creek Interceptor Phase 2 construction project. After discussion, it was moved by Commissioner Hovel and seconded by Commissioner Hendrick that the contract for construction of the Lower Badger Mill Creek Interceptor Phase 2 be awarded to the low bidder, Capital Underground, Inc. of Middleton, Wisconsin at their low bid price of \$699,113.00.

The motion was carried.

Ayes: Commissioners Hendrick, Hovel, Schten and Terrell.  
Nays: None.

11. The Chief Engineer and Director presented a revised request for proposals for the solids handling facilities plan. The revised request for proposals includes a reduced scope of work that concentrates the efforts on the anaerobic digestion process. It was the consensus of the Commissioners that the District should release the request for the proposals to the consultants.
12. The following sewer extension plans were reviewed and placed on file:
  - a. Monroe Street, Little Street, North Randall Ave, and Randall Court Reconstruction Assessment District 2008, City of Madison.
  - b. 8<sup>th</sup> Addition to Blackhawk Phase 3, City of Madison.

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

- a) **Monroe Street, Little Street, North Randall Ave, and Randall Court Reconstruction Assessment District 2008, City of Madison.**

WHEREAS, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (MMSD) for Monroe Street, Little Street, North Randall Avenue, and Randall Court Reconstruction Assessment District 2008, City of Madison, on March 1, 2008, by Corey Stelljes, City Engineering Division, and

WHEREAS, the sanitary sewer mains are being replaced in conjunction with reconstruction of the streets. The sewers are aging, undersized and in need of replacement, and

WHEREAS, the project consists of replacing 226 feet of 8-inch pipe on Randall Court, and

WHEREAS, the proposed extensions will connect to the City of Madison's sewerage facilities and MMSD's West Interceptor/Spring Street Relief, and

WHEREAS, no new areas are being served and no additional flows are anticipated. Connection charges for the areas to be served have been paid, and

WHEREAS, the MMSD has received a sewer extension review letter #6-08-9 from the Capital Area Regional Planning Commission (CARPC) dated March 13, 2008 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 MMSD has recommended the approval of said plans,

THEREFORE, BE IT RESOLVED, that the plans for sanitary sewer extensions for Monroe Street, Little Street, North Randall Avenue, and Randall Court Reconstruction Assessment District 2008, City of Madison, submitted on March 1, 2008, by Corey Stelljes, City Engineering Division be approved subject to the following conditions:

1. That the City of Madison 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 unbuilt portion must be submitted for reapproval if it is a significant portion of the project and would require DNR approval.

**b) 8<sup>th</sup> Addition to Blackhawk Phase 3, City of Madison.**

WHEREAS, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (MMSD) for Blackhawk 8th Addition Phase 3, City of Madison on March 10, 2008, by Corey Stelljes, City Engineering Division, and

WHEREAS, the lands to be served are Lots 459-461 and 466-473, Eighth Addition to Blackhawk, and

WHEREAS, a credit was given for Outlot 8, now a part of Lot 466, that paid as part of Blackhawk Seventh Addition Phase 2, sewer plan 04-38, and

WHEREAS, the proposed sanitary sewer extensions will connect to the City of Madison's sewerage facilities and MMSD's Nine Springs Valley Interceptor/Essex Pond Extension, and

WHEREAS, plan review fees are due, and

WHEREAS, the interceptor and treatment plant connection charges for the lands to be served have not been fully paid, and

WHEREAS, the MMSD has received a sewer extension review letter #6-08-8 from the Capital Area Regional Planning Commission (CARPC) dated March 13, 2008 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 Blackhawk 8th Addition Phase 3, City of Madison, submitted on March 10, 2008, by Corey Stelljes, City Engineering Division, be approved subject to the following conditions:

1. That City of Madison shall pay the plan review fee of \$1,400.00 to the MMSD within 30 days of receiving an invoice for the fee.
2. That prior to connection of said sanitary sewer extensions to sewers within the MMSD's system, the City of Madison shall have paid to the MMSD the sum of \$10,642.96 for payment of \$7,982.23 in Nine Springs Valley Interceptor/Essex Pond Extension connection charges and \$2,660.73 in treatment plant connection charges for the lands to be served, said lands being the balance of Lots 459-461 and 466-473 Blackhawk 8th Addition. Said lands are located in the SW1/4, Section 16, T7N, R8E, north of Old Sauk Road on the city's far west 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 interceptor and treatment plant connection charges for the lands to be served remain unpaid after connection of the said sewer extensions to sewers within MMSD's system, appropriate interest on the unpaid balance shall be charged to the City of Madison by the MMSD.

5. That the City of Madison 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.
6. 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.
7. 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, Schten and Terrell.

Nays: None.

13. The Commissioners scheduled a future commission meeting for Monday, April 28, 2008 at 8:00 a.m.
14. The following oral reports were presented by staff:
  - a. The District has hired three new employees; a laborer to work on the Building and Grounds crew, a Metrogro Mechanic, and a Laboratory Technician. The District continues to look to fill three other staff vacancies; one Journeyman Electrician, a Process Engineer and an Electrical Engineer.
  - b. The District has received the draft financial report for 2007 and expects the final report before the end of this month.
  - c. The District's management employees will be offered a new flexible work schedule on a trial basis from May through October of this year.
  - d. The Chief Engineer and Director outlined the report format that the consultant on the compensation study will be delivering to the Commissioners. The Commissioners indicated that this report should be delivered in an open session at a future Commission meeting.
  - e. The staff shared a recent newspaper article about biosolids with the Commissioners.

15. Commissioner Hendrick requested that an item be placed on the agenda for the next meeting dealing with the policies and current status of the Capital Area Regional Planning Commission.
16. It was moved by Commissioner Hovel and seconded by Commissioner Hendrick that the meeting be adjourned.

The motion was carried.

Ayes: Commissioners Hendrick, Hovel, Schten and Terrell.

Nays: None.

Regular Meeting of the Commissioners

March 17, 2008

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P.M. Berthouex, Secretary

**Monday, March 31, 2008 at 8:00 a.m.**, regular Commission meeting.

**Wednesday, April 16, 2008 at 8:00 a.m.**, regular Commission meeting.

**Monday, April 28, 2008 at 8:00 a.m.**, regular Commission meeting.