Meeting of the Commissioners of the
Madison Metropolitan Sewerage District

Thursday, February 13 at 8 a.m.
District Maintenance Facility Training Room, 1610 Moorland Road, Madison, WI  53713

Present: Commissioner Tom Hovel
Commissioner Ken Clark
Commissioner Grant Foster (via GoToMeeting)
Commissioner Ezra Meyer
Commissioner Brad Murphy
Commissioner Mary Swanson
Commissioner Tom Wilson (8:05 a.m.)

Excused Absence: Commissioner Sara Eskrich

Commission Meeting

1. Opening
   A. Call to Order 8:03 a.m.
   B. Welcome Guests: Brenda Konkel, community member; Maria Powell, Midwest Environmental Justice; and Greg Fries, City of Madison
   C. Announcements: Introduction of Mitchell Koller, Operator

2. Appearances by the Public: Maria Powell of Midwest Environmental Justice provided comments related to the two PFAS topics that are on the agenda.

3. Consent Calendar
   A. Approval Meeting Minutes from 1-30-2020
   B. Operating Fund Cash Statement
   C. Capital Projects Fund Cash Statement
   D. Review and Approval of Sewer Extension Plans
      New Construction Projects
      • Columbia Avenue Reconstruction, Village of DeForest (2020-02-13-R1)
   E. Review of Bids and Approval of 2020 Utility Locator Vehicle Purchases (2020-02-13-R2)
   G. Award of Contract for Hauling of Dewatered Biosolids to the Landfill (2020-02-13-R4)

Discussion: The 1-30-2020 minutes, operating and capital projects fund cash statements, sewer extension plans, approval of 2020 utility locator vehicle purchases, award of contract: Northeast Interceptor Joint Grouting MH10-112 to MH10-106 and contract for hauling dewatered biosolids to the landfill were reviewed and placed on file. The operating cash fund account shows an available balance through operating fund check no. 124199 in the amount of $1,377,800.62; subsequent receipts totaling $1,471,092.56; less disbursements of $2,305,220.66 with a
resulting cash balance of $543,672.52. The capital projects fund cash statement shows an available balance through capital projects fund account check no. 10451 in the amount of $618,238.14; subsequent receipts totaling $518,295.21; less disbursements $1,030,364.29 with a resulting cash balance of $106,169.06.

**Action:** Commissioner Wilson moved, seconded by Commissioner Murphy to approve items A-G of the consent calendar.

Motion carried.

4. **PFAS Sampling and Analysis**  
   **Presenter:** Martye Griffin, Director of Ecosystem Services  
   **Description:** Requesting approval of resolution 2020-02-13-R5 which directs staff to proceed with implementing the recommended sampling and analysis plan that outlines a phased approach and requires an initial characterization first along with further sampling later as source reduction measures are implemented as part of the comprehensive action plan.  
   **Discussion:** Mr. Griffin presented information on the financial impact, background, analysis and options and next steps. After discussion the following actions took place:

   **Action 1:**  
   Commissioner Foster moved, seconded by Commissioner Meyer to approve resolution (2020-02-13-R5) with an amendment that requires the District to send samples to two separate labs and to develop a transparent quality assurance plan.

   Further discussion ensued and the following action took place:

   **Action 2:**  
   Commissioner Swanson moved, seconded by Commissioner Murphy to amend the motion to remove the requirement of sending samples to two different labs and add language into resolution 2020-02-13-R5 directing staff to report back to the commission in two weeks on a transparent quality assurance plan and addressing whether or not two labs should be used.

   **Action 2:** Motion on action 2 carried.  
   **Action 1:** Motion on action 1 carried.

5. **PFAS Communications Plan**  
   **Presenter:** Amanda Wegner, Communications and Public Affairs Manager  
   **Description:** Informational presentation  
   **Discussion:** Ms. Wegner presented an informational presentation to the Commission on the PFAS Communications Plan.

   **Action:** No action required.
6. **Operations Building 1st Floor Remodel: Project Update and Increase in Project Scope**  
   **Presenter:** Lisa Coleman, Project Engineer  
   **Description:** Ms. Coleman gave an overview of the Operations 1st Floor Remodel project and also requested the Commission approve resolution 2020-02-13-R6, which increases the overall project scope.  
   **Discussion:** Ms. Coleman presented information on the financial impact, background, analysis and options and next steps.  
   **Action:** Commissioner Meyer moved, Commissioner Wilson seconded to approve resolution 2020-02-13-R6.  
   Motion carried.

7. **Chief Engineer and Director’s Report**  
   A. **CED Update:** Mr. Mucha gave a brief update on the dewatering of biosolids project.  
   B. **Regulatory Report:** Vanessa Wishart, Legal Counsel gave a brief regulatory and legal update to the Commission.  
   C. **Future Meeting Schedule:**  
      **Action:** None.

8. **Future Agenda Topics**  
   **Action:** None.

9. **Other Business Allowed by Law**  
   **Action:** None.

10. **Adjournment at**  
    **Action:** Commissioner Wilson moved, seconded by Commissioner Swanson to adjourn.  
    Meeting adjourned at 9:40 a.m.

    Regular Meeting of the Commissioners  
    Thursday, February 13, 2020

    ________________________________  
    Mary Swanson, Secretary

    **Future Meetings:**  
    Thursday, February 27, 2020  
    Thursday, March 12, 2020  
    Thursday, March 26, 2020
COLUMBIA AVENUE STREET & UTILITY RECONSTRUCTION
2020-02-13-R1

WHEREAS, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (the “District”) for Columbia Avenue Street & Utility Reconstruction, in the Village of DeForest, on January 29, 2020, by Nell Pfaff of Vierbicher Associates on behalf of the Village of DeForest, and

WHEREAS, the project will replace 412 feet of 8-inch diameter sanitary sewer on Columbia Avenue. The sewers have been determined to be in poor condition and are being replaced in conjunction with the street and utility reconstruction project, and

WHEREAS, no new lands will be served as part of this project, and

WHEREAS, the proposed sanitary sewer extension will connect to Village of DeForest’s sanitary sewerage facilities, and is within the district’s Northeast Interceptor/Waunakee-DeForest extension basin, and

WHEREAS, conveyance facility connection charges for the areas being served have been paid, and

WHEREAS, plan review fees are waived for street reconstruction projects, and

WHEREAS, the District has received a sewer extension review letter #175-20-1 from the Capital Area Regional Planning Commission (CARPC) dated February 4, 2020 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 District has recommended the approval of said plans,

THEREFORE, BE IT RESOLVED, that the plans for sanitary sewer extensions for Columbia Avenue Street & Utility Reconstruction, in the Village of DeForest, submitted on January 29, 2020, by Neil Pfaff of Vierbicher Associates 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 District 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 District 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.

The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held at the District on February 13, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT

Attested by:

[Signatures]

Thomas Hovel, President
Mary Swanson, Secretary
AUTHORIZATION OF 2020 UTILITY LOCATOR VEHICLE PURCHASES
2020-02-13-R2

WHEREAS, The Madison Metropolitan Sewerage District (the “District”) owns, operates and maintains a vehicle fleet, and

WHEREAS, the vehicle fleet is a combination of vital assets that the District depends on each day to serve its customers, and

WHEREAS, staff members have developed and maintained a fleet management that incorporates best practices for the longer-term effective management of the vehicle fleet, and

WHEREAS, the District will begin locating and marking its underground utilities in 2020, and

WHEREAS, the District will need to purchase two new fleet vehicles for the utility locators to utilize on a daily basis, and

WHEREAS, staff members used the fleet management plan to identify and specify the utility locator vehicle purchases, and

WHEREAS, the vehicle procurement was advertised for competitive bid, and

WHEREAS, a single bid was obtained for two vehicles at a cost of $55,430, and

WHEREAS, adequate funds exist in the fleet management fund.

NOW, THEREFORE, BE IT RESOLVED, by the Madison Metropolitan Sewerage District Commission, and following consideration of the above recitals which are incorporated by reference, as follows:

1. The Commission awards a contract for two 2019 Nissan Frontier pickup trucks to Rosen Nissan at a cost of $55,430.

The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held at the District on February 13, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT

Attested by:

[Signatures]

Thomas Hovel, President

Mary Swanson, Secretary
AWARD OF CONTRACT:
NORTHEAST INTERCEPTOR JOINT GROUTING MH10-112 TO MH10-106
2020-02-13-R3

WHEREAS, Madison Metropolitan Sewerage District’s (the “District”) Northeast Interceptor was constructed in 1964 and consists of 48-inch reinforced concrete, and

WHEREAS, routine inspection of the sewer upstream of Pumping Station 10 revealed that the pipe was in good structural condition, but numerous joints were suffering from inflow/infiltration, and

WHEREAS, District staff determined the need to fix the inflow/infiltration by joint grouting, and

WHEREAS, in 2017, the District included funds in the operating budget to seal 37 of the leakiest joints in the section of sewer from MH10-112 to Pumping Station 10, and

WHEREAS, bids for the work were opened in December of 2017 but were significantly higher than the budgeted amount and the contract to perform the work was not awarded, and

WHEREAS, the Northeast Interceptor Joint Grouting project was shifted from the operating budget to the 2019 Capital Improvements Plan (CIP), and

WHEREAS, the scope of work included in the 2019 CIP assumed testing of all 670 joints between MH10-112 and Pumping Station 10 and grouting of only 200 joints (30 percent of total), and

WHEREAS, based on the District’s recent joint grouting experience and conferring with joint grouting specialists, a much higher percentage of joints (80+ percent) will likely require grouting, and

WHEREAS, as a result of this, the initiative was split into two phases, with the Northeast Interceptor Joint Grouting MH10-112 to MH10-106 project (the “project”) being the first phase, and

WHEREAS, the section of sewer (2,600 feet of 48-inch pipe) to receive joint grouting during this project is located between MH10-112 and MH10-106, and

WHEREAS, a second project will address the joint leaks in the remaining stretch of sewer from MH10-106 downstream to Pumping Station 10, and

WHEREAS, the 2019 capital projects budget included $304,000 for this work and the 2020 capital projects budget assumed the completion of this work in 2019, and
WHEREAS, per the capital projects budget and debt service budget development and approval policy, the funds for this project may be carried-over from the 2019 capital projects budget to the 2020 capital projects budget, and

WHEREAS, District staff prepared plans and specifications for the project, and

WHEREAS, District staff advertised the project as required by Wisconsin Statutes and the District’s procurement policies, and

WHEREAS, District staff reviewed bidders’ proof of responsibility, including but not limited to standard information regarding financial ability, equipment, experience in the work prescribed in the public contract and other matters that the District requires for the protection and welfare of the public in the performance of the project, all as permitted by Wis. Stats. s. 66.0901(2) and District policy, and thereby pre-qualified the bidders, and

WHEREAS, the District received three competitive bids from pre-qualified bidders and noted no bid abnormalities among the bids received, and

WHEREAS, the lowest responsible bid contained all documentation required by law and District policy, including, but not limited to bid security, and

NOW, THEREFORE, BE IT RESOLVED by the Madison Metropolitan Sewerage District Commission, and following consideration of the above recitals which are incorporated by reference, as follows:


2. Following completion of all required conditions, the Commission authorizes the Chief Engineer and Director to execute the contract on behalf of the District.

The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held in the District office on February 13, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT

Attested by:

[Signatures]

Thomas Hovel, President
Mary Swappson, Secretary
AWARD OF CONTRACT FOR HAULING OF DEWATERED BIOSOLIDS TO THE LANDFILL
2020-02-13-R4

WHEREAS, 34 to 38 million gallons of Metrogro produced each year is hauled to area farm fields by semi-trucks pulling tanker trailers, and applied by in field applicators, and

WHEREAS, due to the weather in 2019, the District was unable to land apply enough volume of Metrogro to create enough storage room in the Metrogro storage until spring 2020 hauling, and

WHEREAS, to alleviate storage concerns, the District will dewater Metrogro, from approximately five percent to 20 percent solids and haul the dewatered material to the Dane County landfill for disposal, and

WHEREAS, District staff requested bids to haul dewatered material, and received three such bids after posting the request in the newspaper and on the District website, consistent with the District’s procurement policies, and

WHEREAS, Klondike Express was the low, responsive bidder at $100 per hour, and

WHEREAS, the Chief Engineer and Director of the District has recommended the approval of the contract, and

WHEREAS, the work will be financed by the adopted 2020 operating budget.

NOW, THEREFORE, BE IT RESOLVED by the Madison Metropolitan Sewerage District Commission, and following consideration of the above recitals which are incorporated by reference, as follows:

1. The Commission awards a contract to Klondike Express to haul dewatered biosolids to the Dane County Landfill at a cost up to $60,000.

2. Any amendments to the contract that bring the total contract amount to more than $66,000 will require Commission approval.

3. Following completion of all required conditions, the Commission authorizes the Chief Engineer and Director to execute the hauling contract on behalf of the District.
The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held in the District office on February 13, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT

Thomas Hovel, President

Attested by:

Mary Swanson, Secretary
NINE SPRINGS OPERATIONS BUILDING FIRST FLOOR REMODEL:
PROJECT UPDATE AND INCREASE IN PROJECT SCOPE
2020-02-13-R6

WHEREAS, the Madison Metropolitan Sewerage District (the “District”) has determined that approximately 5,000 square feet of the first floor of the Operations Building requires remodeling, and

WHEREAS, the proposed remodel is expected to result in better working conditions, more efficient use of space, and better health, safety and security for staff and visitors, and

WHEREAS, costs for the planning and design services were included in the District’s Capital Improvements Plan (CIP) and capital budget and are anticipated to be funded with a Clean Water Fund loan, and

WHEREAS, the District has entered-into a professional services agreement with Engberg Anderson Architects for design of the work, and

WHEREAS, the agreement was approved at the August 29, 2019, Commission meeting, with a contract amount of $83,424 and a not-to-exceed upper limit of $100,000, and

WHEREAS, the scope of the project and associated design work has increased in order to accommodate a pedestrian bridge and revitalized front entrance area, and

WHEREAS, the recommended design scope increase is within total authorized project cost, but requires Commission approval per the transaction approval authority policy, and

WHEREAS, the increase in project scope is anticipated to increase the total project cost by approximately $0.5M, which if needed, will be requested after construction bids are received.

NOW, THEREFORE, and following consideration of the above recitals which are incorporated by reference, it is hereby resolved by the Madison Metropolitan Sewerage District Commission, as follows:

1. The Commission concurs with increase in scope and associated increase in the total project cost of approximately $0.5M, which will be finalized after bidding.

2. The Commission authorizes an increase of the Nine Springs Operations Building First Floor Remodel professional services agreement with Engberg Anderson Architects from $83,424 to $121,734, and an increase of the not-to-exceed transactional authority limit for these services from $100,000 to $130,000.

3. The Commission authorizes the Chief Engineer and Director to amend the Professional Services Agreement for this work on behalf of the District.
INCORPORATED BY REFERENCE:
- Professional Services Agreement with Engberg Anderson Architects
- Proposal for additional scope from Engberg Anderson Architects

The above and foregoing resolution 2020-02-13-R6 was duly adopted at a meeting of the Madison Metropolitan Sewerage District Commission on February 13, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT COMMISSION

\[ \text{Attested by:} \]

\[ \text{Thomas D. Hovel, President} \]

\[ \text{Mary Swanson, Secretary} \]