

# Meeting of the Commissioners of the Madison Metropolitan Sewerage District

Thursday, February 27 8:00 a.m.

MMSD Maintenance Facility Training Room, 1610 Moorland Road, Madison, WI 53713

**Present:**

- Commissioner Tom Hovel
- Commissioner Ken Clark
- Commissioner Sara Eskrich
- Commissioner Grant Foster
- Commissioner Ezra Meyer
- Commissioner Brad Murphy
- Commissioner Mary Swanson
- Commissioner Tom Wilson

**Excused Absence:**

## Commission Meeting

### 1. Opening

- A. Call to Order 8:00 a.m.
- B. Welcome Guests: Greg Fries, City of Madison
- C. Announcements: None

### 2. Appearances by the Public: Greg Fries, City of Madison

### 3. Consent Calendar

- A. Approval Meeting Minutes from 2-13-2020
- B. Review and Approval of Sewer Extension Plans  
New Construction Projects
  - Meadows at Conservancy Place
  - McKenna Road improvements
- C. Review and Approval of Metrogro Hauling Contracts  
**Discussion:** The 2-13-20 minutes, sewer extension plans, approval of 2020 Metrogro hauling contracts were reviewed and placed on file.

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

Motion carried.

### 4. Review of Bids and Award of Contract: Nine Springs Treatment Plant – Headworks Flow Metering Improvements

**Presenter:** Rachel Feil, P.E. Project Engineer I

**Description:** Ms. Feil requested approval of resolution 2020-02-27-R4 which awards Staab Construction Corporation the construction contract for the Headworks Flow Metering Improvements.

**Discussion:** Ms. Feil presented information on the project which included information on the financial impact, background, analysis and options and next steps. After further discussion, the following action ensued:

**Action:** Commissioner Wilson moved, seconded by Commissioner Eskrich to approve resolution 2020-02-27-R4.

Motion carried.

## 5. **Review and Approval of Construction Phase Engineering Services: Nine Springs Treatment Plant – Headworks Flow Metering Improvements**

**Presenter:** Rachel Feil, P.E. Project Engineer I

**Description:** Review and approval of resolution 2020-02-27-R5, awarding construction phase engineering services for the Headworks Flow Metering Improvements to Short Elliott Hendrickson Inc., at a cost not to exceed \$87,077.

**Discussion:** Ms. Feil presented information on the financial impact, background, analysis and options and next steps to the Commission.

**Action:** Commissioner Meyer moved, seconded by Commissioner Clark to approve resolution 2020-02-27-R5.

Motion Carried.

## 6. **Inclusion and Diversity Update**

**Presenter:** Jenni Peters, Human Resources Manager

**Description:** Informational presentation

**Discussion:** Ms. Peters presented to the Commission an annual update on the District diversity and inclusion outcome measures and the District's efforts to support progress in achieving a more culturally competent and representative workforce.

**Action:** No action required.

## 7. **Chief Engineer and Director's Report**

**A. CED Update:** Mr. Mucha gave an update to the Commission on the status of the new District Commissioner and reminded commission members of an upcoming policy governance training on April 16, 2020.

**Action:** None.

**B. District Quality Control/Quality Assurance for PFAS Testing Results:** Martin Griffin, Ecosystems Services Director, discussed the memorandum provided to the Commission to address their request for information on the quality assurance elements the District will use when receiving PFAS testing results from lab analysis.

**Action:** None.

C. Regulatory Report: Paul Kent, Legal Counsel, gave a brief regulatory and legal update to the Commission.

**Action:** None.

D. Operations Report: Operations Manager Alan Grooms gave an update on the February plant performance and flow data and a report on the biosolids dewatering efforts.

**Action:** None.

E. 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 Clark to adjourn.

Meeting adjourned at 9:02 a.m.

Regular Meeting of the Commissioners

Thursday, February 27, 2020

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Mary Swanson, Secretary

**Future Meetings:**

Thursday, March 12, 2020

Thursday, March 26, 2020

Thursday, April 16, 2020



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**THE MEADOWS AT CONSERVANCY PLACE - PHASE 2  
2020-02-27-R1**

**WHEREAS**, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (“the District”) for The Meadows at Conservancy Place - Phase 2, in the Village of DeForest, on February 18, 2020, by Grant Pokos of D’Onofrio Kottke and Associates, and

**WHEREAS**, the project will install 687 feet of 8-inch diameter sanitary sewer on Sunny Spring Way and Crystal Creek Lane. The proposed sewers will serve Lots 1-14, 39-46 and Outlot 1 of the plat of The Meadows at Conservancy Place, and

**WHEREAS**, conveyance facility and treatment plant connection charges for the lands to be served were paid with district plan no. 2006-085 for River’s Turn – Phase 1, and

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

**WHEREAS**, plan review fees are due, and

**WHEREAS**, the District has received a sewer extension review letter #175-18-5 from the Capital Area Regional Planning Commission (CARPC) dated July 10, 2018 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 is consistent with the conditions of resolution DCRPC #855, which added this area to the Northern Urban Service Area, and

**WHEREAS**, the Chief Engineer and Director of the district has recommended the approval of said plans,

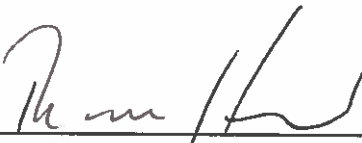
**THEREFORE, BE IT RESOLVED**, that the plans for sanitary sewer extensions for The Meadows at Conservancy Place - Phase 2, in the Village of DeForest, submitted on February 18, 2020, by Grant Pokos of D’Onofrio Kottke and Associates, be approved subject to the following conditions:

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1. That the Village of Deforest shall pay the plan review fee of \$1,550 to the District within 30 days of receiving an invoice for the fee.
  2. 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.
  3. 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.
  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 above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held at the District on February 27, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*



Thomas Hovel, President



Mary Swanson, Secretary



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**MCKENNA ROAD IMPROVEMENTS  
2020-02-27-R2**

**WHEREAS**, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (“the District”) for McKenna Road Improvements, in the City of Monona, on February 13, 2020, by Joshua Straka of Strand Associates on behalf of the City of Monona, and

**WHEREAS**, the project will replace approximately 1,500 feet of 8-inch diameter sanitary sewer on McKenna Road and Maywood Road. The sewers have been determined to be in poor condition and are being replaced in conjunction with the street reconstruction project, and

**WHEREAS**, two District owned structures, MH07-118A and MH07-118B, are within the project limits and may need adjustment to match the final surface grades, and

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

**WHEREAS**, the proposed sanitary sewer extension will connect to the City of Monona’s sanitary sewerage facilities, and is within the District’s East Interceptor 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 #6-20-5 from the Capital Area Regional Planning Commission (CARPC) dated February 12, 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

**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 McKenna Road Improvements, in the City of Monona, submitted on February 13, 2020, by Joshua Straka of Strand Associates on behalf of the City of Monona, be approved subject to the following conditions:

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1. That the City of Monona shall invite the District to the preconstruction conference. Contact Ray Schneider at (608) 347-3628 or [RayS@madsewer.org](mailto:RayS@madsewer.org) to coordinate.
  2. That the City of Monona 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.
  3. 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.
  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 above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held at the District on February 27, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*

  
\_\_\_\_\_  
Thomas Hovel, President

  
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Mary Swanson, Secretary



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**Approval of 2020 Metrogro Hauling Contracts  
2020-02-27-R3**

**WHEREAS**, thirty-four to thirty-eight 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**, the District owns tanker trailers which are pulled by contracted semi-trucks with independent contractors, and

**WHEREAS**, the District owns in-field applicators, all of which are operated by independent contractors, and

**WHEREAS**, the 2020 approved operating budget contains \$740,000 for contract hauling and application operations, and

**WHEREAS**, eleven contractors have already been chosen through a submittal scoring process to fill sixteen semi-tractor and five equipment operator needs, and

**WHEREAS**, the 2020 hauling contracts will use the standard contract shown in Attachment 2, and

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

**WHEREAS**, the project will be financed by the 2020 approved 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:

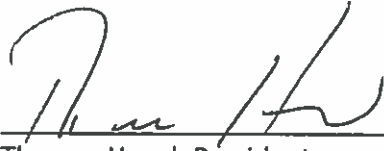
1. The Commission awards contracts for the 2020 Metrogro hauling season to the contractors in Attachment 3 and authorizes expenditures under these contracts up to \$740,000.
  2. Following completion of all required conditions, the Commission authorizes the Chief Engineer and Director to execute hauling contracts on behalf of the District.
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MADISON METROPOLITAN SEWERAGE DISTRICT

*Attested by:*



Thomas Hovel, President



Mary Swanson, Secretary

**Incorporated by Reference:**

Attachment 2. 2020 Hauling Contract

Attachment 3. Contracted Companies

The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held in the District office on February 27, 2020.

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***Award of Contract: Nine Springs Treatment Plant-Headworks Flow Metering Improvements  
2020-02-27-R4***

**WHEREAS**, the Madison Metropolitan Sewerage District (the "District") has determined that wastewater processes at the Nine Springs Wastewater Treatment Plant Headworks Facility, including influent flow metering, fine screen solids removal and disposal of screenings have presented operational and maintenance difficulties, and

**WHEREAS**, it is desirable that these operational and maintenance difficulties be resolved and improvements to the reliability of plant flow metering accuracy for customer billing be accomplished, and

**WHEREAS**, the Nine Springs Treatment Plant-Headworks Flow Metering Improvements project (the "project") includes improvements to the headworks influent flow system at the Nine Springs Wastewater Treatment Plant for resolving operational and maintenance difficulties and reliability of the metering, and

**WHEREAS**, the project was included in the District's 2020 Capital Improvements Plan and budget, and

**WHEREAS**, Short Elliott Hendrickson Inc., 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**, the scope of work includes yard piping, process piping, structural, electrical and sitework modifications required to lower the elevation of the existing venturi meters and raw wastewater influent force mains at the headworks facility of the Nine Springs Wastewater Treatment Plant, and

**WHEREAS**, bids received were within the authorized total project cost in the capital budget, 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 two competitive bids from pre-qualified bidders and noted no bid abnormalities among the bids received, and

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

**WHEREAS**, the project will be financed by a Clean Water Fund loan.


**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:

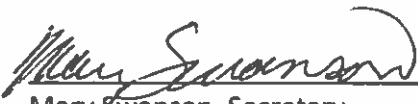
1. The Commission awards the contract for Nine Springs Treatment Plant-Headworks Flow Metering Improvements project to Staab Construction Corporation, at its low bid price of \$1,833,000.
1. Following completion of all required conditions, the Commission authorizes the Chief Engineer and Director to 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 27, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT COMMISSION**

*Attested by:*

  
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Thomas D. Hovel, President

  
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Mary Swanson, Secretary



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***Approval of Construction Phase Engineering Services:  
Nine Springs Treatment Plant-Headworks Flow Metering Improvements  
2020-02-27-R5***

**WHEREAS**, the Madison Metropolitan Sewerage District (the “District”) has determined that wastewater processes at the Nine Springs Wastewater Treatment Plant Headworks Facility, including influent flow metering, fine screen solids removal and disposal of screenings have presented operational and maintenance difficulties, and

**WHEREAS**, it is desirable that these operational and maintenance difficulties be resolved and improvements to the reliability of plant flow metering accuracy for customer billing be accomplished, and

**WHEREAS**, the Nine Springs Treatment Plant Headworks Flow Metering Improvements project (the “project”) includes improvements to the headworks influent flow system at the Nine Springs Wastewater Treatment Plant for resolving operational and maintenance difficulties and reliability of the metering, and

**WHEREAS**, the project was included in the District’s 2020 Capital Improvements Plan and budget, and

**WHEREAS**, Short Elliott Hendrickson Inc. is the engineer of record for this project and formally approved the plans/specifications, and

**WHEREAS**, Short Elliott Hendrickson Inc. knows the details associated with the work and are best-suited to perform the construction phase engineering services required, and

**WHEREAS**, District staff does not have the resources to perform the work, and

**WHEREAS**, costs for construction phase engineering services were included in the District’s Capital Improvements Plan and capital budget, and

**WHEREAS**, District staff prepared a request for proposal for this work, and

**WHEREAS**, District staff reviewed the proposal from Short Elliott Hendrickson Inc., and

**WHEREAS**, the cost of the construction-phase engineering services is within an acceptable range when compared with past District treatment plant projects and is within budget, and

**WHEREAS**, award of the professional services to Short Elliott Hendrickson Inc. would be consistent with District procurement practice.

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**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 awards the construction phase engineering professional services for the Nine Springs Treatment Plant Headworks Flow Metering Improvements project to Short Elliott Hendrickson Inc. in the amount of \$87,077.
2. As set forth in the Commission Transaction Approval Authority Policy, any amendments to the work that exceed 10 percent of the proposed price will require Commission approval.
3. The Commission authorizes the Chief Engineer and Director to execute a professional services agreement for this work on behalf of the District.

The above and foregoing resolution 2020-02-27-R5 was duly adopted at a meeting of the Madison Metropolitan Sewerage District Commission on February 27, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT COMMISSION**

*Attested by:*

  
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Thomas D. Hovel, President

  
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Mary Swanson, Secretary