

Meeting of the Commissioners of the Madison Metropolitan Sewerage District

Thursday, March 12, 2020 8:00 a.m.

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

Present:

- Commissioner Tom Hovel
- Commissioner Ken Clark
- Commissioner Sara Eskrich arrived at 8:03 am
- Commissioner Grant Foster GoToMeeting
- Commissioner Ezra Meyer
- Commissioner Brad Murphy
- Commissioner Mary Swanson
- Commissioner Tom Wilson
- Commissioner Beth Bookland

Commission Meeting

1. Opening

- A. Call to Order 8:00 a.m.
- B. Welcome Guests: Greg Fries, City of Madison; Jeff Haen, Jeky LLC; and Kyle Haen, Jeky LLC
- C. Announcements: Introductions of Kody Wright and Bob Jacobs, Locators and Ilenea Rodriguez, HR Generalist

2. Oath of Office – New Commissioner Beth Bookland

Legal counsel Vanessa Wishart swore in Commissioner Beth Bookland.

3. Appearances by the Public: None.

4. Consent Calendar

- A. Approval Meeting Minutes from 2-27-2020
- B. Approval of Cash Statement – Operating Fund
- C. Approval of Cash Statement – Capital Projects Fund
- D. Review and Approval of Sewer Extension Plans
New Construction Projects
 - Acacia Ridge Phase 4, City of Madison (2020-03-12-R1)
 - Covered Bridges Residence of Bear Tree Farms, Village of Waunakee (2020-03-12-R2)
- E. Increased Transaction Amount: Grass Dike Restoration Design Professional Services (Cardno) (2020-03-13-R3)
- F. Expedited Boundary Annexation 2020-01 Monona Grove School District, Village of Cottage Grove (2020-03-12-R4)
- G. Award of Contract for Sodium Hypochlorite (2020-03-12-R5)
- H. Increase Approved Transaction Amount: I & I Reduction Program Plan Professional Services (Brown & Caldwell) (2020-03-12-R6)

Discussion: The 2-27-2020 minutes, approval of cash statements for the operating and capital projects funds, sewer extension plans (2020-03-12-R1 to 2020-03-12-R2), increased transaction amount Grass Lake Dike restoration design professional services (2020-03-12-R3), expedited boundary annexation 2020-01 Monona Grove School District (2020-03-12-R4), contract for sodium hypochlorite (2020-03-12-R5), increased transaction amount: I & I reduction program plan professional services (Brown and Caldwell) (2020-03-12-R6) were reviewed and placed on file. The operating cash fund account shows an available balance through operating fund check #124403 in the amount of \$543,672.52; subsequent receipts totaling \$9,038,229.66; less disbursements of \$9,248,256.16 with a resulting cash balance of \$333,646.02. The capital projects fund cash statement shows an available balance through capital projects fund account check no. 10454 in the amount of \$106,169.06; subsequent receipts totaling \$1,440,000.00; less disbursements \$1,535,703.45 with a resulting cash balance of \$10,465.61.

Action: Motion by Commissioner Wilson, seconded by Commissioner Eskrich to approve the consent calendar items A-H.

Motion carried.

5. **Introduction of Annexation Request 2020-02 and Scheduling of Public Hearing for a Parcel in the Town of Middleton Pioneer Pointe**

Presenter: Curt Sauser, Engineering Technician

Description: Introduction of expedited annexation.

Discussion: Mr. Sauser presented information on the financial impact, background, analysis and options to the Commission. Mr. Sauser requested the Commission to approve scheduling of a public hearing for the annexation at the April 16, 2020 Commission Meeting.

Action: Motion by Commissioner Murphy, seconded by Commissioner Wilson to schedule the public hearing for April 16, 2020.

Motion carried.

6. **Creation of a Commission Workgroup for the Chief Engineer and Director's Performance Review**

Presenter: Commissioner Meyer

Description: The Commission is requested to establish a CED performance review subcommittee of members as nominated and elected.

Discussion: Commissioner Meyer introduced the current members of the workgroup, described the responsibilities of the group and encouraged Commissioners who have not yet partook in the subcommittee to consider serving on the subcommittee for the Chief Engineer's 2019 review. After discussion, Commissioner Foster, Commissioner Eskrich and Commissioner Meyer agreed to serve on the subcommittee. It was further discussed that the subcommittee will select a chair once they have met.

Action: Commissioner Wilson moved, seconded by Commissioner Murphy to approve resolution 2020-03-12-R7 with the addition that the subcommittee self-selects the role of “Chair”.

Motion Carried.

7. Chloride Update

Presenter: Kathy Lake, Pollution Prevention Manger

Description: Informational presentation.

Discussion: Mrs. Lake presented to the Commission background, financial impact and next steps on current chloride work being done at the District.

Action: No action necessary.

8. Chief Engineer and Director’s Report

A. CED Update:

Human Resources Manager Jennifer Peters provided an update on COVID-19 (Coronavirus) to the Commission as part of the CED Update. Chief Engineer and Director Michael Mucha provided an update to the Commission on the dewatering project progress. He also informed the Commission that the District ended the contract with the current contractor. Mr. Mucha updated the Commission about the non-compliance notice from the DNR related to a spill at a Metrogro storage tank that took place in January. Mr. Mucha reported that the District has heard back from the DNR and that we have taken adequate steps and action on the matter. Director of Ecosystem Services Martin Griffin provided an update on obtaining a certified lab for PFAS samples to the Commission as part of the CED Update. Currently the State does not have a certified lab. Mr. Mucha reminded the Commission of the April 16 Policy Governance training which will consist of approximately one hour of training within the scheduled two-hour meeting timeframe.

B. Regulatory/Legal Report: Ms. Wishart gave a brief update on legal and regulatory happenings.

C. Future Meeting Schedule: None.

9. Future Agenda Topics

Action: None.

10. Other Business Allowed by Law

Action: None.

11. Adjournment

Action: Commissioner Wilson moved, seconded by Commissioner Meyer to adjourn the meeting.

Adjourned at 9:21 a.m.

Regular Meeting of the Commissioners
Thursday, March 12, 2020

Mary Swanson, Secretary

Future Meetings:

Thursday, March 26, 2020

Thursday, April 16, 2020

Thursday, April 30, 2020

Madison Metropolitan
Sewerage District



OATH OF OFFICE

Beth Bookland

STATE OF WISCONSIN)

) ss.

COUNTY OF DANE)

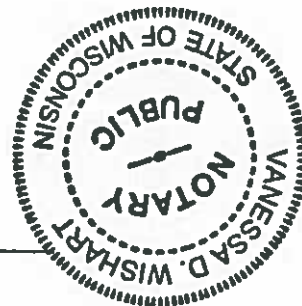
I, the undersigned, Beth Bookland of Madison, Wisconsin, having been appointed as one of the Commissioners of the Madison Metropolitan Sewerage District, do hereby swear that I will support the Constitution of the United States and the Constitution of the State of Wisconsin, and that I will faithfully discharge the duties of said office to the best of my ability.

Commissioner Beth Bookland

Subscribed and sworn to before me
this 12th day of March, 2020.

Notary Public, State of Wisconsin

Term Expires: March 12, 2023



Madison Metropolitan
Sewerage District

STATEMENT OF PRINCIPLES

Elizabeth Bookland

I, the undersigned, Elizabeth Bookland, having been appointed as one of the Commissioners of the Madison Metropolitan Sewerage District, do hereby swear that I will abide by the Statement of Principles for Commissioners and District Employees as adopted by the Commissioners; and that I will faithfully discharge the duties of said office abiding by the highest ethical standards.



Commissioner Elizabeth Bookland

Subscribed and sworn to before me
this 12th day of March, 2020.



Notary Public, State of Wisconsin
Term Expires: March 12, 2023





**ACACIA RIDGE PHASE 4
2020-03-12-R1**

WHEREAS, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (the "District") for Acacia Ridge Phase 4, in the City of Madison, on February 27, 2020, by Mark Moder, City Engineering Division, and

WHEREAS, the project consists of installing 1,216 feet of 8-inch and 10-inch diameter sanitary sewer on Watts Road, Stone Arbor Trail and Highland Gate Way. The proposed sewers will provide service to lots 31-37, 50-56, 65-74, 90-92 and 100-105, and are hereinafter referred to as the "phase 4 lots", and

WHEREAS, lots 48-49, 57, 64 and 106-107 of the plat of Acacia Ridge are adjacent to proposed sewers, but they are not included within the City's development agreement for phase 4. Said lots are not being developed and connecting to the public sewer system at this time, and are hereinafter referred to as the "deferred lots", and

WHEREAS, the District approved sewer extension plans for Acacia Ridge Phase 1 on February 28, 2019 as plan# 2019-017. The phase 1 project installed sewers to serve some of the lots being developed by the current phase 4 project. The City of Madison recorded document 5518457 on September 3, 2019 which restricted development on lots 35-37, 72-74, 90-92 and 100-102 in phase 1 until District connection charges were paid. These lots are hereinafter referred to as the "phase 1 restricted lots", and

WHEREAS, the proposed sanitary sewer extension will connect to City of Madison's sanitary sewerage facilities and is within the District's Lower Badger Mill Creek Interceptor basin, and

WHEREAS, conveyance facility connection charges and treatment plant connection charges for the phase 4 lots have not been paid, and

WHEREAS, plan review fees are due, and

WHEREAS, the District has received a sewer extension review letter #6-20-7 from the Capital Area Regional Planning Commission (CARPC) dated March 5, 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 consistent with the conditions of resolution DCRPC #1026, which added this area to the Central 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 Acacia Ridge Phase 4, in the City of Madison, submitted on February 27, 2020, by Mark Moder, City Engineering Division, be approved subject to the following conditions:

1. That the City of Madison 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 aforementioned deferred lots may not be connected to the public sewerage system at this time. Prior to installation of the proposed sewers, the City of Madison shall record a document with the Dane County Register of Deeds, indicating that District connection charges for the deferred lots have not been paid. Said deferred lots are not to be connected to the public sewerage system until appropriate conveyance facility connection charges and treatment plant connection charges have been paid. If said document is not recorded within six months of approval of this resolution, conveyance facility and treatment plant connection charges on the deferred lots shall be due by the City of Madison.
 3. That prior to installation of the proposed sanitary sewers, the City of Madison shall have paid to the District the sum of \$42,228.68 for payment of \$32,180.82 in Lower Badger Mill Creek Interceptor basin conveyance facility connection charges and \$10,047.86 in treatment plant connection charges for the lands to be served; said lands being the aforementioned phase 4 lots.
 4. That payment of the aforementioned conveyance facility and treatment plant connection charges shall be made to the District within six months of the date of approval of this resolution. If payment in full is not received by the District within six months of the date of this resolution, the approval shall become void and new plans shall be submitted.
 5. That conveyance facility and treatment plant connection charges are adjusted from time to time and said connection charges will be due based on the rate in place at the time at which the payment is made.
 6. That upon full payment of the conveyance facility connection charges and treatment plant connection charges aforementioned in condition #3, the District shall endorse the City of Madison in recording a document which releases any restrictions on the phase 1 restricted lots imposed by document 5518457.
 7. That if said connection charges remain unpaid after construction of said sewer extensions, a late fee of 0.5 percent of the amount due shall be charged to the City of Madison for each month or partial month thereafter following connection. A one-time \$500 administrative fee shall also be charged.
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8. 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 District with as-built plans in the case of any significant deviations from the original design.
 9. 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.
 10. 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 March 12, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT

Attested by:



Thomas Hovel, President



Mary Swanson, Secretary



**COVERED BRIDGE RESIDENCES OF BEAR TREE FARMS
2020-03-12-R2**

WHEREAS, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District for Covered Bridge Residences of Bear Tree Farms, in the Village of Windsor, on February 27, 2020, by Andrew Mears of Vierbicher Associates, and

WHEREAS, the project consists of installing 2,188 feet of 8-inch diameter sanitary sewer within a public sanitary sewer easement. The proposed sewers will provide service to lots 1-6 and outlot 1 of two unrecorded certified survey maps which subdivide lots 1-3 of Bear Tree Farms, and

WHEREAS, the proposed sanitary sewer extension will connect to Village of Windsor's sanitary sewerage facilities and is within the district's Northeast Interceptor/Highway 19 extension basin, and

WHEREAS, a variance is being requested from DNR Chapter NR 110.13(3)(a) by the applicant for some of the proposed sewers where manholes will not be placed at the end of each sewer line. The applicant notes that the locations without manholes will be future connection, and will be capped or plugged and no service will be provided until a manhole is installed under a DNR approved project, and

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

WHEREAS, plan review fees are due, and

WHEREAS, the District has received a sewer extension review letter #175-20-2 from the Capital Area Regional Planning Commission (CARPC) dated February 27, 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 consistent with the conditions of Resolution CARPC No. 2012-2, 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 Covered Bridge Residences of Bear Tree Farms, in the Village of Windsor, submitted on February 27, 2020, by Andrew Mears of Vierbicher Associates, be approved subject to the following conditions:

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1. That the Village of Windsor shall pay the plan review fee of \$1,550 to the District within 30 days of receiving an invoice for the fee.
 2. That prior to installation of the proposed sanitary sewers, the Village of Windsor shall have paid to the District the sum of \$148,730.17 for payment of \$100,863.80 in Northeast Interceptor/Highway 19 extension basin conveyance facility connection charges and \$47,866.37 in treatment plant connection charges for the lands to be served; said lands being lots 1-6 and outlot 1 of two unrecorded certified survey maps which subdivide lots 1-3 of Bear Tree Farms.
 3. That payment of the aforementioned conveyance facility and treatment plant connection charges shall be made to the District within six months of the date of approval of this resolution. If payment in full is not received by the District within six months of the date of this resolution, the approval shall become void and new plans shall be submitted.
 4. That conveyance facility and treatment plant connection charges are adjusted from time to time and said connection charges will be due based on the rate in place at the time at which the payment is made.
 5. That if said connection charges remain unpaid after construction of said sewer extensions, a late fee of 0.5 percent of the amount due shall be charged to the Village of Windsor for each month or partial month thereafter following connection. A one-time \$500 administrative fee shall also be charged.
 6. That if lot areas shown on the final, recorded certified survey maps differ from the unrecorded documents submitted to the District for approval, additional conveyance facility and treatment plant connection charges may be due from the Village of Windsor.
 7. That the Village of Windsor 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.
 8. 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.
 9. 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.
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The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held at the District on March 12, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT

Attested by:



Thomas Hovel, President



Mary Swanson, Secretary





**INCREASE APPROVED TRANSACTION AMOUNT:
GRASS LAKE DIKE RESTORATION DESIGN PROFESSIONAL SERVICES (CARDNO)
RESOLUTION 2020-03-12-R3**

WHEREAS, the Badfish Creek diversion channel was constructed in 1957 as part of the Effluent Diversion project and includes a dike that separates the channel from Grass Lake, and

WHEREAS, the dike that separates the channel from Grass Lake was previously permitted by the WDNR, and as part of the permit, the District is required to maintain the dike to prevent effluent discharge to Grass Lake, and

WHEREAS, the banks of the dike have eroded over time and need repair, and

WHEREAS, proposed repairs include stabilizing the dike by adding fill and rip-rap to the banks of the dike, and

WHEREAS, the professional services associated with planning and designing of the dike improvements were approved at the August 30, 2018, Commission meeting, at an amount of \$72,950 and a not-to-exceed limit of 10 percent greater than this amount \$80,245, and

WHEREAS, the District has entered-into a professional services agreement (the "agreement") with Cardno, Inc., to complete design of the dike improvements, and

WHEREAS, work on the planning and design for the Grass Lake Dike Restoration project began in the fall of 2018, and

WHEREAS, during the permitting process, it was determined that a floodplain development permit and potential storage to compensate for the additional fill and rip-rap added during the project would be required, and

WHEREAS, additional study/analysis is needed to address the compensatory floodwater storage requirements, and

WHEREAS, this work was not anticipated in the original scope of work for these design services, and

WHEREAS, an increase in design services scope is needed and the scope increase requires commission approval per the Transaction Approval Authority policy.

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:




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1. The Commission authorizes increase of the Grass Lake Dike Restoration professional design services with Cardno, Inc., from \$79,650 to \$149,250, and increase of the not-to-exceed transactional authority limit for these services from \$80,245 to \$164,175.
 2. The Commission authorizes the Chief Engineer and Director to amend the professional services agreement for this work on behalf of the District.

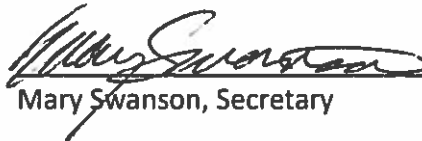
The above and foregoing resolution #2020-03-12-R3 was duly adopted at a meeting of the Madison Metropolitan Sewerage District Commission on March 12, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT COMMISSION

Attested by:



Thomas D. Hovel, President



Mary Swanson, Secretary

Incorporated by Reference:

Professional Services Agreement with Cardno, Inc.
Proposal for additional scope from Cardno, Inc.



**EXPEDITED BOUNDARY ANNEXATION
2020-01 MONONA GROVE SCHOOL DISTRICT
RESOLUTION 2020-03-12-R4**

WHEREAS, an annexation request referred to as the Monona Grove School District was submitted to the Madison Metropolitan Sewerage District (the "District"), by Kevin Lord, engineer with the Village of Cottage Grove, on February 24, 2020, and

WHEREAS, the Village of Cottage Grove is requesting that approximately 42.04 acres of land generally located 0.25 miles north of the intersection of County Highway BB and Buss Road be added to the boundaries of the Madison Metropolitan Sewerage District. The subject land is a contiguous "40" acre parcel, as well as adjacent right-of-way of Buss Road. The requested annexation will allow service to a proposed school facility, and

WHEREAS, the Village of Cottage Grove adopted Ordinance 05-2019 on May 20, 2019 which annexed the subject lands from the Town of Cottage Grove, and

WHEREAS, the subject annexation request is consistent with section §200.15(1)(a)(3) of the Wisconsin statutes, and

WHEREAS, the proposed annexation parcel is adjacent to territory presently served by the District, and

WHEREAS, the District has sufficient design capacity to serve the lands proposed for annexation, and

WHEREAS, the subject property was added to the Cottage Grove Urban Service Area by Dane County Regional Planning Commission (DCRPC) Resolution #1028, adopted July 29, 2004. The Wisconsin Department of Natural Resources approved the amendment to the Dane County Water Quality Management Plan in their letter dated September 29, 2004, and

WHEREAS, the subject annexation will promote sewerage management policies and operations; will promote public health and welfare; will effect efficiency and economy in sewerage management based upon currently accepted engineering standards regarding prevention and abatement of environmental pollution, and federal and state rules and policies in furtherance thereof; and will be consistent with adopted plans of municipal, regional and state agencies, and

WHEREAS, the Chief Engineer and Director of the District has recommended the approval of said annexation request,

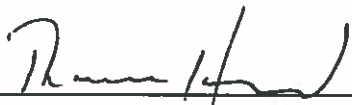
NOW, THEREFORE, and following consideration of the above recitals which are incorporated by reference, it is hereby resolved by the Madison Metropolitan Sewerage District Commission as follows:

1. The request for annexation of the Monona Grove School District parcel, made by Kevin Lord, engineer for the Village of Cottage Grove, submitted on February 24, 2020, is approved.
2. The Commission President and District Chief Engineer and Director shall execute the order for District Annexation #2020-01.
3. The Village of Cottage Grove shall pay the expedited annexation fee of \$1,425 to the District within 30 days of receiving an invoice for the fee.

The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held at the District on March 12, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT

Attested by:



Thomas Hovel, President



Mary Swanson, Secretary



MMSD ANNEXATION NO. 2020-01

ANNEXING LANDS IN THE VILLAGE OF COTTAGE GROVE TO
MADISON METROPOLITAN SEWERAGE DISTRICT

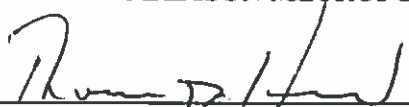
Notice Dated: MARCH 12, 2020

The Commission of the Madison Metropolitan Sewerage District, Following Consideration of Documentation and Recommendations from District Staff, Which Are Incorporated By Reference, Does Hereby Ordain as Follows:

1. The Commission has no objection to addition of the Subject Land to the territory of the District, all as set forth herein.
2. The Subject Land, as described in Exhibit 1, is hereby annexed to the District, subject to each and all of the following conditions:
 - a. The Petitioner shall participate in the cost of the existing conveyance facilities and treatment plant necessary to serve the annexed lands in accordance with District Policies, and
 - b. The Petitioner shall be and is subject to the District's Sewer Use Ordinance and shall comply therewith; and
 - c. The Petitioner shall pay such sewer service charges as may, from time to time, be made by the District; and
 - d. The Petitioner shall pay such ad valorem taxes as the District may, from time to time, assess and levy against the land annexed.

Approved by the Commission of the Madison Metropolitan Sewerage District at a duly noticed meeting held on the 12 day of March, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT COMMISSION



Thomas D. Hovel, Commission President

Attested by:


D. Michael Mucha, Chief Engineer & Director

Incorporated by Reference:
Exhibits reviewed by District staff



**AWARD OF CONTRACT: SODIUM HYPOCHLORITE
RESOLUTION 2020-03-12-R5**

WHEREAS, The Madison Metropolitan Sewerage District (the "District") uses sodium hypochlorite in its treatment process, and

WHEREAS, the District advertised a request for proposals to furnish and deliver sodium hypochlorite on January 31, 2020 and February 7, 2020, and

WHEREAS, the District publicly opened and read aloud bids for an estimated annual cost for sodium hypochlorite on February 17, 2020, and

WHEREAS, Hawkins, Inc. was the low bidder at \$1.69 per gallon for an estimated total of \$16,900 for sodium hypochlorite deliveries in 2020, and

WHEREAS, the annual contract can be extended for up to three additional years if mutually agreed upon by both parties, and

WHEREAS, the estimated overall contract cost for the maximum length of contract exceeds \$50,000, and

THEREFORE, BE IT RESOLVED, that a contract be awarded to Hawkins, Inc. to furnish and deliver sodium hypochlorite subject to the following conditions:

1. Contracts will start on March 16, 2020 and run through December 31, 2020, with an option to extend the contract up to three (3) periods of twelve (12) months each with mutual consent of both parties.
 2. Price changes may be proposed by either party no later than ninety (90) days prior to contract extension. The contract will not be extended if price change is not accepted by both parties. Supplier price changes must be supported with documentation. Increase in price must be approved by the Chief Engineer and Director. If the District deems cost increase as not acceptable, it reserves the right to re-bid the contract in whole or part.
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3.

Year	Maximum Transaction Amount
March 16, 2020 to December 31, 2020	\$18,600
2021	\$23,400
2022	\$25,700
2023	\$28,700

The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held at the District on March 12, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT

Attested by:



Thomas Hovel, President



Mary Swanson, Secretary



**INCREASE APPROVED TRANSACTION AMOUNT:
I/I REDUCTION PROGRAM PLAN PROFESSIONAL SERVICES (BROWN & CALDWELL)
RESOLUTION 2020-03-12-R6**

WHEREAS, the Madison Metropolitan Sewerage District (the “District”) is developing an infiltration and inflow reduction program plan (the “plan”) and,

WHEREAS, the professional services associated with developing the plan were approved at the September 12, 2019, Commission meeting, at an amount of \$99,910 and a not-to-exceed limit of 10 percent greater than this amount, and

WHEREAS, the District has entered-into a professional services agreement (the “agreement”) with Brown and Caldwell to complete the Plan, and

WHEREAS, the District decided to form an advisory committee starting in January 2020 to assist in the process of developing the plan, and

WHEREAS, the formation of the committee is occurring before the completion of plan, as was originally planned, and

WHEREAS, the scope of the project and associated design work has increased in order to provide support for the advisory committee meetings and incorporate the recommendations into the plan, and

WHEREAS, the recommended scope increase 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 \$31,000.

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 of the professional services and the associated increase in the total project cost of approximately \$31,000.
 2. The Commission authorizes an increase of the infiltration and inflow reduction program plan professional services agreement with Brown and Caldwell from \$99,910 to \$130,780, an increase of the not-to-exceed transactional authority limit for these services from \$109,010 to \$143,850.
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3. The Commission authorizes the Chief Engineer and Director to amend the professional services agreement for this work on behalf of the District.

The above and foregoing resolution 2020-03-12-R6 was duly adopted at a meeting of the Madison Metropolitan Sewerage District Commission on March 12, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT COMMISSION

Attested by:



Thomas D. Hovel, President



Mary Swanson, Secretary

Incorporated by Reference:

- Professional Services Agreement with Brown and Caldwell
 - Proposal for additional scope from Brown and Caldwell
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**2020 MADISON METROPOLITAN SEWERAGE DISTRICT
RESOLUTION ESTABLISHING A CED PERFORMANCE REVIEW SUBCOMMITTEE
2020-03-12-R7**

WHEREAS, in conformance with Commission policy CER-2C, the Commission evaluates the performance of the Chief Engineer and Director (CED), and

WHEREAS, the CED is evaluated based on his achievement of District goals and outcomes in a manner that does not violate executive limitations, and

WHEREAS, the Commission established a process for the CED's evaluation, and

WHEREAS, the Commission may empower a working group of commissioners to lead the review effort, review materials, solicit 360-degree feedback, meet with the CED as necessary and make recommendations to the full Commission, and

THEREFORE, BE IT RESOLVED, that the Madison Metropolitan Sewerage District Commission establishes a CED performance review subcommittee of members as nominated and elected.

The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held in the District office on March 12, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT

Attested by:



Thomas Hovel, President



Mary Swanson, Secretary

Incorporated by reference: 2020 District Goals and CED Leadership Priorities
