

# Meeting of the Commissioners of the Madison Metropolitan Sewerage District

Thursday, March 26 8:00 a.m.  
Via GoToMeeting

**Present:**

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

## Commission Meeting

### 1. Opening

- A. Call to Order 8:00 a.m.
- B. Welcome Guests: Steven Weber, Mike DuPont and Patrick Haney, Stantek; Greg Fries, City of Madison
- C. Virtual Meeting Guidance
- D. Announcements: None.

### 2. Appearances by the Public

### 3. Consent Calendar

- A. Approval Meeting Minutes from 3-12-2020
- B. Review and Approval of Sewer Extension Plans
  - Dairy Drive Assessment District – 2019, City of Madison (2020-03-26-R1)
  - Crescent Crossing Phase 1, City of Fitchburg (2020-03-26-R2)
  - Village at Autumn Lake Phase 10, City of Madison (2020-03-26-R3)
  - Commerce Park Drive Extension, City of Fitchburg (2020-03-26-R4)
  - Woodland Crest Lot 2, Village of Waunakee (2020-03-26-R5)
  - Gregory Street, Cross Street, Copeland Street and Western Avenue Reconstruction Assessment District – 2020, City of Madison (2020-03-26-R6)
- C. Expedited Boundary Annexation 2020-03 Welton Family LP (City of Madison) (2020-03-26-R7)
- D. Acceptance of Work and Close-out of 2019 Televising and Cleaning (2020-03-26-R8)
- E. Acceptance of the Nine Springs Wastewater Treatment Plant Asset Management Plan (2020-03-26-R9)

**Discussion:** The 3-12-20 minutes, sewer extension plans (2020-03-26-R1 thru 2020-03-26-R6), expedited boundary annexation 2020-03 Welton Family LP, City of Madison (2020-03-26-R7), acceptance of work and close-out of the 2019 televising and cleaning

(2020-03-26-R8) and acceptance of the Nine Springs Wastewater Treatment Plant asset management plan (2020-03-26-R9) were reviewed and placed on file.

**Action:** Commissioner Eskrich moved, seconded by Commissioner Meyer to approve items A-E of the consent calendar.

Motion carried.

#### 4. **Approval of Resolution Making Adjustments to District 2020 Paid Administrative Leave and Undesirable Work Compensation Due to COVID-19**

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

**Description:** Ms. Peters requested approval of resolution 2020-03-26-R10 which would make adjustments to the District 2020 paid administrative leave and undesirable work compensation.

**Discussion:** Ms. Peters provided an update to the Commission on employees performing essential work during the pandemic and requested that the Commission approve resolution 2020-03-26-R10. After discussion, the following action ensued:

**Action:** Commissioner Meyer moved, seconded by Commissioner Swanson to approve resolution 2020-03-26-R10.

Motion carried.

#### 5. **Review and Approval of Bid for Class B Land Spreading Contract**

**Presenter:** Martye Griffin, Directory of Ecosystem Services

**Description:** Review and approval of resolution 2020-03-26-R11, awarding a contract to Synagro for land applying biosolids at a cost not to exceed \$115,000.

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

**Action:** Commissioner Foster moved, seconded by Commissioner Clark to approve resolution 2020-03-26-R11.

Motion carried.

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

**A. CED Update:** Mr. Mucha provided a general update to the Commission and reminded them of upcoming policy governance training on April 16, 2020.

**Action:** None.

**B. Regulatory/Legal Review:** Mr. Kent gave a brief update on current regulatory and legal happenings.

**Action:** None.

**C. Operations Report:** Operations Manager Alan Grooms gave an update on the February plant performance and flow data.

**Action:** None.

**D. Future Meeting Schedule:**

**Action:** None.

7. **Future Agenda Topics**

**Action:** None.

8. **Other Business Allowed by Law**

**Action:** None.

9. **Adjournment**

**Action:** Commissioner Wilson moved, seconded by Commissioner Clark to adjourn.

Meeting adjourned at 8:49 a.m.

Regular Meeting of the Commissioners

Thursday, March 26, 2020

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Mary Swanson, Secretary

**Future Meetings:**

Thursday, April 16, 2020

Thursday, April 30, 2020

Thursday, May 14, 2020



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**DAIRY DRIVE ASSESSMENT DISTRICT - 2019  
2020-03-26-R1**

**WHEREAS**, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (the "District") for Dairy Drive Assessment District - 2019, in the City of Madison, on February 26, 2020, by Kyle Frank, City Engineering Division, and

**WHEREAS**, the project consists of installing 877 feet of 8-inch diameter sanitary sewer on Dairy Drive in conjunction with a street reconstruction project. There are no immediate plans for development, however the proposed sewers will serve an area which has been difficult to provide service to, and

**WHEREAS**, the proposed sanitary sewer extension will connect to City of Madison's sanitary sewerage facilities and is within the District's Southeast Interceptor/Blooming Grove extension basin, and

**WHEREAS**, conveyance facility connection charges for the areas to be served have been paid, and

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

**WHEREAS**, the District has received a sewer extension review letter #6-20-8 from CARPC dated March 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 Dairy Drive Assessment District - 2019, in the City of Madison, submitted on February 26, 2020, by Kyle Frank, 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 City of Madison shall submit plans to the District for any future development to determine if a redevelopment charge is due on the lands being served.
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3. 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.
  4. 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.
  5. 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 26, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*



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



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Mary Swanson, Secretary

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**CRESCENT CROSSING PHASE 1  
2020-03-26-R2**

**WHEREAS**, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District for Crescent Crossing Phase 1, in the City of Fitchburg, on February 27, 2020, by Nathan Oswald D’Onofrio Kottke & Associates, and

**WHEREAS**, the project consists of installing 2,018 feet of 8-inch diameter sanitary sewer on Minong Lane, Spark Street, Wildcat Drive, South Seminole Highway, and within a public sanitary sewer easement. Phase 1 will provide service to lots 1-2, 48-58, 83-117, and outlots 9-10 of the unrecorded plat of Crescent Crossing, and are hereinafter referred to as the phase 1 lots, and

**WHEREAS**, environmental corridors in the City of Fitchburg are being modified to include the extents of outlots 3 and 5 for the purposes of stormwater management, as well as outlots 4, 6, 7 and 11 for private open space. Said outlots are recognized by the Capital Area Regional Planning Commission (CARPC) as being within an environmental corridor, will not receive sanitary sewer service, and are hereinafter referred to as the exempt outlots, and

**WHEREAS**, the proposed sanitary sewer extension will connect to City of Fitchburg’s sanitary sewerage facilities and is within the District’s Nine Springs Valley Interceptor basin, and

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

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

**WHEREAS**, the District has received a sewer extension review letter #6-20-6 from CARPC dated March 12, 2020, stating 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 conditions of resolution CARPC No. 2014-14 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 Crescent Crossing Phase 1, in the City of Fitchburg, submitted on February 27, 2020, by Nathan Oswald of D’Onofrio Kottke & Associates, be approved subject to the following conditions:

1. That the City of Fitchburg shall pay the plan review fee of \$1,550 to the District within 30 days of receiving an invoice for the fee.
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2. That the aforementioned exempt outlots of the unrecorded plat of Crescent Crossing are exempted from conveyance facility and treatment plant connection charges.
  3. That prior to installation of the proposed sewers, the City of Fitchburg shall have paid to the District the sum of \$19,289.48 for payment of \$8,262 in Nine Springs Valley Interceptor conveyance facility connection charges and \$11,027.48 in treatment plant connection charges for the lands to be served; said lands being the aforementioned phase 1 lots.
  4. That if lot areas shown on the final, recorded plat of Crescent Crossing differ from the unrecorded plat submitted to the District for approval, additional conveyance facility and treatment plant connection charges may be due from the City of Fitchburg.
  5. That payment of the aforementioned connection charges for the lands to be served shall be made to the District no later than six months from the date of approval of this resolution. If payment in full is not received by the District within six months of approval, the approval shall become void and new plans shall be submitted.
  6. 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.
  7. That if said connection charges for the lands to be served 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 Fitchburg for each month or partial month thereafter following connection. A one-time \$500 administrative fee shall also be charged.
  8. That the City of Fitchburg 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 Department of Natural Resources 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 26, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*



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Thomas Hovel, President



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Mary Swanson, Secretary

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**VILLAGE AT AUTUMN LAKE PHASE 10  
2020-03-26-R3**

**WHEREAS**, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (the "District") for Village at Autumn Lake Phase 10, in the City of Madison, on March 12, 2020, by Mark Moder, City Engineering Division, and

**WHEREAS**, the project consists of installing 629 feet of 8-inch diameter sanitary sewer on Maddy Pass and Waters Edge Trail. The proposed sewers will provide service to lots 710-731 and 796-797 of the plat of Village at Autumn Lake Replat, and are hereinafter referred to as the phase 10 lots, and

**WHEREAS**, environmental corridors in the City of Madison have been modified to include the extents of outlot 49 for the purpose of private open space and outlot 55 for the purposes of stormwater management and private open space. Said outlots are recognized by the Capital Area Regional Planning Commission (CARPC) as being within an environmental corridor, will not receive sanitary sewer service, and are hereinafter referred to as the exempt outlots, and

**WHEREAS**, the proposed sanitary sewer extension will connect to City of Madison's sanitary sewerage facilities and is within the District's Northeast Interceptor/Lien Interstate extension basin, and

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

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

**WHEREAS**, the District has received a sewer extension review letter #6-20-10 from the Capital Area Regional Planning Commission (CARPC) dated March 13, 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 conditions of the DCRPC Resolution #957, which added this area to the Central Urban Service Area in 2002, 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 Village at Autumn Lake Phase 10, in the City of Madison, submitted on March 12, 2020, by Mark Moder, City Engineering Division, be approved subject to the following conditions:

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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 exempt outlots are exempted from conveyance facility and treatment plant connection charges.
  3. That prior to installation of the proposed sanitary sewers, the City of Madison shall have paid to the District the sum of \$26,194.06 for payment of \$14,804.29 in Northeast Interceptor/Lien Interstate extension conveyance facility connection charges and \$11,389.77 in treatment plant connection charges for the lands to be served; said lands being the aforementioned phase 10 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 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.
  7. 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.
  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 26, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*



Thomas Hovel, President



Mary Swanson, Secretary



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**COMMERCE PARK DRIVE EXTENSION  
2020-03-26-R4**

**WHEREAS**, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (the "District") for Commerce Park Drive Extension, in the City of Fitchburg, on March 12, 2020, by Ryan Moe of MARS-EOR, Inc., and

**WHEREAS**, the project consists of installing 975 feet of 8-inch diameter sanitary sewer on Commerce Park Drive and Sub Zero Parkway. The proposed sewers can provide service to outlots 1-2 of Certified Survey Map (CSM) #15053, and

**WHEREAS**, outlots 1-2 of CSM 15053 are adjacent to the proposed sewers, but they are not included within the City's development agreement for the current project. Said outlots are not being developed and not connecting to the public sewer system at this time, and are hereinafter referred to as the deferred outlots, and

**WHEREAS**, the proposed sanitary sewer extension will connect to City of Fitchburg's sanitary sewerage facilities and is within the District's Nine Springs Valley Interceptor basin, and

**WHEREAS**, lot 1 of CSM 15053 is adjacent to the proposed sewers, and has previously paid conveyance facility and treatment plant connection charges, and

**WHEREAS**, conveyance facility and treatment plant connection charges for the outlots 1-2 of CSM 15053 have not been paid, and

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

**WHEREAS**, the District has received a sewer extension review letter #6-20-11 from the Capital Area Regional Planning Commission (CARPC) dated March 20, 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 CARPC Resolution #2014-14, which added this area to the Central Urban Service Area in 2014. The letter further states that the proposed extension is being installed as "construction only" and shall not serve any property at this time, and

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

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**THEREFORE, BE IT RESOLVED**, that the plans for sanitary sewer extensions for Commerce Park Drive Extension, in the City of Fitchburg, submitted on March 12, 2020, by Ryan Moe of MARS-EOR, Inc., be approved subject to the following conditions:

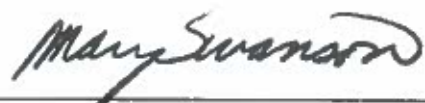
1. That the City of Fitchburg shall pay the plan review fee of \$1,550 to the District within 30 days of receiving an invoice for the fee.
2. That the aforementioned deferred outlots may not be connected to the public sewerage system at this time. Prior to installation of the proposed sewers, the City of Fitchburg shall record a document with the Dane County Register of Deeds, indicating that District connection charges for the deferred outlots 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 Fitchburg.
3. That the City of Fitchburg 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.
4. 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.
5. 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 26, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*

  
Thomas Hovel, President

  
Mary Swanson, Secretary



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**WOODLAND CREST LOT 2  
2020-03-26-R5**

**WHEREAS**, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (the "District") for Woodland Crest Lot 2, in the Village of Waunakee, on March 13, 2020, by Matt Haase of JSD Professional Services, and

**WHEREAS**, the project consists of installing 275 feet of 8-inch diameter sanitary sewer within a public sanitary sewer easement on lot 2 of the plat of Woodland Crest. The proposed sewers will provide service to lot 2 and outlot 1 of the plat of Woodland Crest, as well as lots 1-2 of Certified Survey Map (CSM) #4619, and

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

**WHEREAS**, District conveyance facility connection charges and treatment plant connection charges (Connection Charges) for lot 2 of the plat of Woodland Crest have been paid, and

**WHEREAS**, Connection charges for outlot 1 of the plat of Woodland Crest and lots 1-2 of CSM #4619 have not been paid. Document #5522145 was recorded on September 16, 2019 as public notice that connection charges have not been paid for said outlot 1 and will be due prior to development. Lots 1-2 of CSM #4619 are outside the limits of the Village of Waunakee and are not yet approved to connect to the Village's public sanitary sewer system, and

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

**WHEREAS**, the District has received a sewer extension review letter #24-20-1 from CARPC dated March 23, 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 conditions of DCRPC resolution #482, which added this area to the Waunakee Urban Service Area in 1989. The letter further states that the extension is being installed as "construction only" and shall not serve any property at this time. Any service connections to this extension will require additional review to determine its consistency with the provisions of the Dane County Water Quality Plan including the stormwater management, and

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

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**THEREFORE, BE IT RESOLVED**, that the plans for sanitary sewer extensions for Woodland Crest Lot 2, in the Village of Waunakee, submitted on March 13, 2020, by Matt Haase of JSD Professional Services, be approved subject to the following conditions:

1. That the Village of Waunakee 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 Waunakee shall notify the District when lots 1-2 of CSM #4619 are attached to the Village of Waunakee.
3. That the Village of Waunakee 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.
4. 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.
5. 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 26, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*



Thomas Hovel, President



Mary Swanson, Secretary

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**GREGORY STREET, CROSS STREET, COPELAND STREET, AND WESTERN AVENUE  
RECONSTRUCTION ASSESSMENT DISTRICT - 2020  
2020-03-26-R6**

**WHEREAS**, plans for sanitary sewer extensions were submitted to the Madison Metropolitan Sewerage District (the "District") for Gregory Street, Cross Street, Copeland Street, and Western Avenue Reconstruction Assessment District - 2020, in the City of Madison, on March 12, 2020, by Mark Moder, City Engineering Division, and

**WHEREAS**, the project will replace 3,249 feet of 8-inch diameter sanitary sewer on Gregory Street, Cross Street, Copeland Street and Western Avenue, located in the City's Dudgeon-Monroe neighborhood. The sewers have been determined to be in poor condition and are being replaced in conjunction with the street 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 City of Madison's sanitary sewerage facilities, and is within the District's Southwest 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 #6-20-9 from the Capital Area Regional Planning Commission (CARPC) dated March 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 Gregory Street, Cross Street, Copeland Street, and Western Avenue Reconstruction Assessment District - 2020, in the City of Madison, submitted on March 12, 2020, by Mark Moder, City Engineering Division, be approved subject to the following conditions:





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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 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 March 26, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*



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



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Mary Swanson, Secretary



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**EXPEDITED BOUNDARY ANNEXATION  
2020-03 WELTON FAMILY LP  
2020-03-26-R7**

**WHEREAS**, an annexation request referred to as the Welton Family LP annexation was submitted to the Madison Metropolitan Sewerage District (the "District"), by Timothy Parks of the City of Madison, on March 12, 2020, and

**WHEREAS**, the City of Madison is requesting that approximately 0.6 acres of land located at 9313 Mineral Point Road in the City of Madison be added to the boundaries of the Madison Metropolitan Sewerage District. The subject land is identified as PIN 251/0708-281-0106-7, and

**WHEREAS**, the City of Madison attached the subject lands from the Town of Middleton on January 7, 2020 by Ordinance #20-00009 (ID 58474), 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 Central Urban Service Area by Dane County Regional Planning Commission (DCRPC) Resolution #889, dated October 14, 1999. The Wisconsin Department of Natural Resources approved the CUSA amendment in a letter to DCRPC dated January 31, 2000, and

**WHEREAS**, the subject annexation will promote sewerage management policies and operations; will promote public health and welfare; will affect 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.

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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 request for annexation for the Welton Family LP annexation, made by Timothy Parks of the City of Madison, submitted on March 12, 2020, is approved.
2. The Commission President and District Chief Engineer and Director shall execute the order for District Annexation #2020-03.
3. The City of Madison 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 26, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*



Thomas Hovel, President



Mary Swanson, Secretary

**BEFORE THE COMMISSIONERS OF THE  
MADISON METROPOLITAN SEWERAGE DISTRICT**

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In the Matter of the Notice from the City of  
Madison, Dane County, Wisconsin for the  
Attachment of Certain Territories in the City  
of Madison to the Madison Metropolitan  
Sewerage District.

ANNEXATION NO. 2020-03

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**EXPEDITED ANNEXATION**

**ANNEXING LANDS IN THE CITY OF MADISON TO  
MADISON METROPOLITAN SEWERAGE DISTRICT**

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The City of Madison, Dane County, Wisconsin (“Petitioner”) submitted notice dated March 11, 2020 (“Notice”) to the Madison Metropolitan Sewerage District (“District” or “MMSD”) requesting annexation of lands to the District (“Subject Land”).

**DOCUMENTATION FOR REVIEW BY COMMISSION**

District staff has reviewed the request for annexation, including the following items (collectively, the “Exhibits”):

1. Notice requesting Annexation from the City of Madison, received on March 12, 2020.
2. Map of proposed annexation, municipal boundaries, and urban service areas, prepared by MMSD.
3. Letter from Mike Rupiper of CARPC to MMSD dated March 19, 2020, with determination of consistency with adopted regional plans.
4. MMSD Ordinance on Annexation Charges.
5. District Regulations: District Connection Charges – Conveyance Facility Connection Charges (CFCC) and Treatment Plant Connection Charges (TPCC).
6. Schedule of current connection charge rates.

## RECOMMENDATION FROM DISTRICT STAFF

District staff recommends addition of the territory to the District based on the following:

1. The purpose of the Notice and proposed annexation is to annex the Subject Land in the City of Madison to the District in order to provide sewerage service to the Subject Land. *See Exhibit 1.*
2. The Subject Land is adjacent to territory presently served by the District. *See Exhibit 2.*
3. The District has sufficient design capacity to serve the land proposed for annexation.
4. The Subject Land is located in the Urban Service Area as designated by the Capital Area Regional Planning Commission (“CARPC”) and annexation is consistent with adopted regional plans. Annexation of the Subject Land is also consistent with the Dane County Water Quality Plan as approved by the Wisconsin Department of Natural Resources (“DNR”). *See Exhibit 3.*
5. Annexation of the Subject Land to the District will:
  - a. Promote sewerage management policies and operations;
  - b. Promote the public health and welfare;
  - c. 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
  - d. Be consistent with adopted plans of municipal, regional and state agencies.
6. The Commission has authority under Wis. Stat. § 200.13(3) to establish sewer service charges to cover its construction, maintenance and operating costs, and debt service charges, and also to levy a tax upon the taxable property in the District to enable it to carry out its statutory procedures; and, therefore, it is appropriate that this annexation be conditioned upon the payment of appropriate sewer service charges and tax levies, as determined by District policy.
7. The Commission has authority under Wis. Stat. § 200.15(3) to subject this annexation to reasonable requirements as to participation by newly annexed areas in the costs of existing or proposed District facilities.

8. The proportionate cost of wastewater conveyance facilities and the wastewater treatment plant facilities that serve the area should be recovered by calculating a conveyance facility connection charge (CFCC) and a treatment plant connection charge (TPCC). These charges shall be calculated in accordance with district regulations and imposed on an area basis. *See District Regulations, Exhibit 5.*

9. Approval of the request should be subject to Petitioner's compliance with District policy, as applicable, and payment of applicable charges. Charges shall be calculated based on the District policies and the rate in effect at the time that a particular area of the Subject Land is to be connected to the District's system. Payment of the associated charges shall be made in full at or before the time that the land annexed is to be connected to the District's system, as set forth in District policy. *See MMSD Connection Charge Rates-2020, Exhibit 6.*

MMSD ANNEXATION NO. 2020-03

ANNEXING LANDS IN THE CITY OF MADISON TO  
MADISON METROPOLITAN SEWERAGE DISTRICT

Notice Dated: MARCH 26, 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 26 day of March, 2020.

MADISON METROPOLITAN SEWERAGE DISTRICT COMMISSION

  
Thomas B. Hovel, Commission President

Attested by:   
D. Michael Mucha, Chief Engineer & Director

**Incorporated by Reference:**  
Exhibits reviewed by District staff



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**ACCEPTANCE OF WORK: 2019 TELEVISIONING AND CLEANING**

**RESOLUTION 2020-03-26-R8**

**WHEREAS**, Madison Metropolitan Sewerage District (the “District”) has a goal to televise and clean approximately 10 percent of its interceptors each year, and

**WHEREAS**, the District’s Capacity, Management, Operations and Maintenance (CMOM) Plan lists as a performance metric that 10 percent of interceptors will be cleaned and televised each year, and

**WHEREAS**, the 2019 Televising and Cleaning project was included in the District’s 2019 Operating Budget, and

**WHEREAS**, the project involved televising and cleaning approximately 48,000 feet of pipe in various locations throughout the collection system. Work included inspecting pipes ranging in size from 10-inch to 48-inch diameter, including portions of the Northeast, Nine Springs Valley, West, and Southwest Interceptor systems, and

**WHEREAS**, the project was awarded to Visu-Sewer at a low bid price of \$135,851.89 at the June 27, 2019 meeting of the Commission, and

**WHEREAS**, the District entered into a contract dated July 23, 2019, with Visu-Sewer, Inc. to complete the work, and

**WHEREAS**, the Chief Engineer and Director of the Madison Metropolitan Sewerage District certifies that all work included for the project has been completed in accordance with the Contract Documents, and

**WHEREAS**, the original contract amount was \$135,852 and the final contract amount is \$124,496 based on final quantities.

**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. That said work be accepted, with the District reserving to itself all rights under said contract, including guarantees against defects in workmanship, materials, construction
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or installation and guarantees against failure to perform successfully within the limits of the specifications.

2. That final payment be authorized and made to Visu-Sewer, Inc.

The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held in the District office on March 26, 2020.

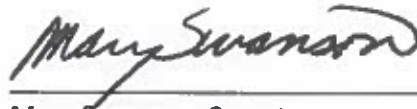
**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*



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Thomas Hovel, President



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Mary Swanson, Secretary



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**ACCEPTANCE OF THE NINE SPRINGS WASTEWATER TREATMENT PLANT  
ASSET MANAGEMENT PLAN  
(2020-03-26-R9)**

**WHEREAS**, asset management has been a developing business practice for over seven years at the District, and

**WHEREAS**, in 2014, the planning and strategy department, in conjunction with GHD, Inc. developed a strategic asset management plan to organize the overall asset management program, and

**WHEREAS**, the District, in conjunction with GHD, Inc. has completed an asset management plan for the Nine Springs Wastewater Plant to guide the how the plant is operated and maintained, and

**WHEREAS**, the plan has been reviewed by key staff, and

**WHEREAS**, the plan has been presented to the Commission and its contents made available for review, and

**WHEREAS**, it has been determined by District counsel and by the Wisconsin Department of Natural Resources that the plan does not require the approval of the department, and

**WHEREAS**, Commission acceptance of the plan for planning purposes will allow the Chief Engineer and Director to use it to direct maintenance, operations and capital improvement planning at the District.

**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 accepts the Nine Springs Treatment Plant Asset Management Plan for planning purposes, as a framework and guide for asset management at the Nine Springs Wastewater Treatment Plant.
  2. The Commission authorizes the Chief Engineer and Director to use the plan to create policy and direct staff with regards to asset management.
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The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held in the District office on March 26<sup>th</sup>, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*

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

  
\_\_\_\_\_  
Mary Swanson, Secretary





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**DISTRICT 2020 PAID ADMINISTRATIVE LEAVE  
AND UNDESIREABLE WORK COMPENSATION DUE TO COVID-19  
2020-03-26-R10**

**WHEAREAS**, THE COVID-19 pandemic is resulting in significant changes to District work practices, and

**WHEAREAS**, on March 13, the District announced remote work requirements for all eligible requirements, and

**WHEAREAS**, On March 16, President Trump issued guidance stating: *"If you work in a critical infrastructure industry, as defined by the Department of Homeland Security, you have a special responsibility to maintain your normal work schedule"*. Water and wastewater services were deemed to be critical infrastructure by Cybersecurity and Infrastructure Agency (CISA), and

**WHEARAS**, approximately half of District employees must report to work at the Nine Springs Wastewater Treatment Plant to perform these essential operating functions, and

**WHEARAS**, these employees are at greater health risk than those who can work remotely, and

**WHEARAS**, Governor Evers released a safer-at home executive order on March 24<sup>th</sup> that further limits on-site work to minimal essential tasks and may force some employees to stay home even though they are able to work, and

**WHEARAS**, the District has guidelines in place to address pay for undesirable work hours to encourage employees to work those time periods, and

**WHEARAS**, these guidelines do not anticipate or are sufficient to address more severe pandemic working conditions.

**NOW, THEREFORE, BE IT RESOLVED**, that we, the Madison Metropolitan Sewerage District Commission, hereby determine the following:

- a. Employees that cannot perform their work, cannot telework and cannot be reassigned to other essential services will be paid administrative leave for their time out of work during the statewide safer-at-home order.
  - b. Employees that are required to report to work during the statewide safer-at-home order will be paid an additional \$3 per hour for undesirable work.
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- c. These guidelines are effective during the dates of the governor's order, March 25, 2020 to April 24, 2020.
  - d. The Chief Engineer and Director will have authority to establish administrative guidelines to implement federal and state orders to meet operational needs and will return to the Commission for authorization if effective dates change.

The above resolution was adopted by the Commissioners of the Madison Metropolitan Sewerage District at their meeting held in the District office on March 26, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*

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

  
\_\_\_\_\_  
Mary Swanson, Secretary





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**AWARD OF CONTRACT: CLASS B LAND SPREADING  
2020-03-26-R11**

**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 was unable to land apply enough volume of class B biosolids to create enough storage room in the Metrogro storage tanks to hold biosolids until spring 2020 hauling, and

**WHEREAS**, a plan to dewater five million gallons of class b liquid for landfill disposal to create enough storage did not meet the goals of the District, and

**WHEREAS**, a contract has been entered with Doerfer Brothers Inc., to rent their manure pit for offsite storage of biosolids to be emptied by May 31, 2020, and

**WHEREAS**, Doerfer Brothers Inc., will provide 200 acres of land for application, and

**WHEREAS**, District staff researched the available contractors available for biosolids application in the current labor market and evaluated viable options, and

**WHEREAS**, District staff met with contractors who specialize in biosolids land application, and

**WHEREAS**, the District received proposals from potential contractors, and

**WHEREAS**, District staff considered factors including availability to work in the spring, equipment and track record for properly injecting biosolids, regulatory red flags, community complaints/acceptance of past work, and how the system would fit in with siting on the Doerfer property and distributing from a manure pit and other matters that the District requires for the protection and welfare of the public in the land application of biosolids, all as permitted by District policy, and

**WHEREAS**, only Synagro met all the District's criteria, 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:


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1. The Commission awards a contract to Synagro for land applying biosolids at a cost up to \$115,000.
  2. Any amendments to the contract that bring the total contract amount to more than \$126,500 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 March 26, 2020.

**MADISON METROPOLITAN SEWERAGE DISTRICT**

*Attested by:*

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

  
\_\_\_\_\_  
Mary Swanson, Secretary