

Meeting of the Commissioners of the Madison Metropolitan Sewerage District

Thursday, July 16, 8:00 a.m.

Virtual GoToMeeting

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

Commission Meeting

1. Opening

- A. Call to Order at 8:00 a.m.
- B. Virtual Meeting Guidance
- C. Welcome Guests: Shannon Small, CliftonLarsonAllen; Steven Weber, Stantec; Greg Fries, City of Madison; Michael DuPont, Stantec
- D. Announcements

2. Appearances by the Public

3. Consent Calendar

- A. Approval Meeting Minutes from 6-25-2020
- B. Cash Statement – Operating
- C. Cash Statement – Capital
The operating cash fund account shows an available balance through operating fund check #125398 in the amount of \$499,708.30; subsequent receipts totaling \$1,752,013.09; less disbursements of \$2,117,214.09 with a resulting cash balance of \$134,507.30. The capital projects fund cash statement shows an available balance through capital projects fund account check no. 10485 in the amount of \$29,657.87; subsequent receipts totaling \$7,415,069.18; less disbursements \$4,946,791.27 with a resulting cash balance of \$2,497,935.78.
- D. Review and Approval of Sewer Extension Plans
 - Pleasant Hill Estates Phase 3, Village of Windsor
 - Two Points Crossing, City of Madison
 - Lacy Road Sanitary Sewer Extension, City of Fitchburg
 - 1502 West Broadway, City of Madison
 - East Dayton Street Assessment District, City of Madison
- E. Review and Approval of the 2020 Metrogro Service Truck Purchase
- F. Award of Contract: Portable Gas Detectors and Servicing

Discussion: The 06-25-2020 minutes, approval of cash statements (operating and capital projects), sewer extension plans (2020-07-16-R1 to 2020-07-16-R5), review and approval of the 2020 Metrogro service truck purchase (2020-07-16-R6) and award of contract: portable gas detectors and servicing (2020-07-16-R7) were reviewed and placed on file.

Action: Motion by Commissioner Wilson, second by Commissioner Murphy to approve items A-F of the consent calendar. Motion carried.

4. Auditors Presentation of 2019 Financial Statements and Audit Findings

Presenter: Shannon Small, CliftonLarsonAllen Wealth Advisors LLC

Description: Overview of the 2019 Financial Standings.

Discussion: Ms. Nkosi introduced the topic for discussion and turned the presentation over to Shannon Small from CliftonLarsonAllen. Ms. Small presented to the Commission an overview of the financial audit findings and the District's overall financial condition. Ms. Small gave a positive report on the audit indicating their work found no material weakness or significant deficiencies (a "clean" audit).

Action: No action necessary.

5. Approval of 2nd Quarter Sewer Service Charges

Presenter: Todd Gebert, Capital Planning Engineer

Description: Service charges for each of the District's customers are calculated and invoiced on a quarterly basis to fund the District's costs for conveying and treating wastewater and require approval by the Commission before invoices are sent. Mr. Gebert requested that the Commission approve sewer service charges for the second quarter of 2020 through approval of resolution 2020-07-16-R8.

Discussion: Mr. Gebert provided a quarterly information packet to the commission at the meeting. He then presented information on the loading trends, financial impact and the service charge summary for the second quarter of 2020.

Action: Commissioner Bookland moved, second by Commissioner Eskrich, to approve resolution #2020-07-16-R8 approving the second quarter sewer service bills as presented. Motion carried.

6. Discussion and Acceptance of the 2021 CIP

Presenter: Todd Gebert, Capital Planning Engineer

Description: Review and acceptance of the Draft 2021 Capital Improvements Plan for planning purposes.

Discussion: Mr. Gebert presented information on recent history and projections for the capital projects fund, the debt service fund and several financing scenarios. He then requested the Commission adopt resolution #2020-07-16-R9 accepting the draft plan for planning purposes and directing staff to prepare the 2021 Capital Projects Budget.

Action: Commissioner Foster moved, second by Commissioner Swanson to approve resolution 2020-07-16-R9. Motion carried.

7. Project Update: Pumping Stations 13/14 Rehabilitation

Presenter: Dave Lundey, Electrical Construction Manager

Description: Informational presentation on the Pumping Station 13/14 Rehabilitation project.

Discussion: Mr. Lundey gave an overview and the current status of the project.

Action: No action necessary.

8. Chief Engineer and Director's Report

A. CED Update: Chief Engineer and Director Michael Mucha gave an update to the Commission on the following items:

- The District's contract with Stafford Rosenbaum for legal services expired December 2019. Mr. Mucha is working with Stafford to negotiate a new contract and will bring the topic forth in July/August for Commission consideration.
- On Saturday, July 4, 2020, it was discovered that there was a treated effluent leak on plant grounds south of the meter vaults. Operations tested the water and conductivity was high which indicated it wasn't ground water. The leak repair was completed by July 6, 2020. The repair took nine hours while 15 million gallons of wastewater was diverted to the lagoons.
- Mr. Mucha reminded the Commission of the upcoming Customer Community meeting on July 22nd.
- The Commission topic of in-person meetings is deferred due to the County order moving us back to Phase 1.
- Mr. Mucha informed the Commission of an upcoming study session on strategic communications. Strategic Communication Manager Amanda Wegner is developing and overarching communications plan and is currently engaging leadership at the District. Ms. Wegner expects to engage with the Commission later this fall to receive Commission feedback to incorporate into the plan.

B. Regulatory/Legal Review Report: Ms. Wishart presented a regulatory and legal review to the Commission.

C. Future Meeting Schedule

9. Convene in Closed Session

The Commission did not meet in closed session, no action necessary.

10. Future Agenda Topics

11. Other Business Allowed by Law

12. Adjournment

Action: Moved by Commissioner Wilson, second by Commissioner Foster to adjourn the meeting at 9:15 a.m.

Motion carried.

Regular Meeting of the Commissioners

Thursday, July 16, 2020

Mary Swanson, Secretary

Future Meetings:

Thursday, July 30, 2020

Thursday, August 13, 2020

Thursday, August 27, 2020