

Meeting of the Commissioners of the Madison Metropolitan Sewerage District

Thursday, August 13, 8:00 a.m.

Virtual GoToMeeting

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

Commission Meeting

1. Opening

- A. Call to Order a.m. 8:00
- B. Virtual Meeting Guidance
- C. Welcome Guests: Steve Weber, Stantec; Thomas Kuenzli, citizen; JJ Larson, Village of Cottage Grove; Kevin Lord, MSA Professional Services; Matt Giese, Village of Cottage Grove
- D. Announcements

2. Appearances by the Public

3. Consent Calendar

- A. Approval Meeting Minutes from 07-30-2020
- B. Cash Statements Operating
- C. Cash Statements Capital
Summary: The operating cash fund account shows an available balance through operating fund check #125689 in the amount of \$134,507.30; subsequent receipts totaling \$10,734,146.89; less disbursements of \$9,862,573.94 with a resulting cash balance of \$1,006,080.25. The capital projects fund cash statement shows an available balance through capital projects fund account check no. 10500 in the amount of \$2,497,935.78; subsequent receipts totaling \$846,729.19; less disbursements \$2,027,026.80 with a resulting cash balance of \$1,317,638.17.
- D. Review and Approval of Sewer Extension Plans
New Construction Projects
 - Verona Eastside Interceptor Replacement and MMSD Pump Station 17 Force Main Relief, City of Verona Resolution (2020-08-13-R1)
 - Sugar Creek Commons Public Improvements, City of Verona – Resolution (2020-08-13-R2)

Discussion: The 07-30-2020 minutes, approval of cash statements (operating and capital projects), and sewer extension plans (2020-08-13-R1 to 2020-08-13-R2) were reviewed and placed on file.

Action: Motion by Commissioner Wilson, seconded by Commissioner Bookland to approve items A through D of the consent calendar.

Motion carried.

4. Expedited Boundary Annexation: North Side Annexation (Village of Cottage Grove)

Presenter: Curt Sauser, Engineering Technician

Description: Request action to approve resolution 2020-08-13-R3 which authorizes the Commission President and District Chief Engineer and Director to execute an order to annex the specified parcel to the District.

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

Action: Motion by Commissioner Foster, seconded by Commissioner Meyer to approve resolution 2028-13-R3.

Motion carried.

5. Review and Approval of 2019 Compliance Maintenance Annual Report (CMAR)

Presenter: Drew Suesse, Regulatory Engineer

Description: Annual submission of the CMAR report that is required by the District's WPDES permit.

Discussion: Mr. Suesse presented the CMAR scorecard to the Commission and answered questions related to the scoring criteria. After the presentation and questions, Mr. Suesse requested approval of resolution 2020-08-13-R4 approving the CMAR annual report.

Action: Commissioner Meyer moved, second by Commissioner Clark to approve resolution 2020-08-13-R4.

Motion carried.

6. Review Bids, Increase Total Project Cost and Award Contract: Operations Building 1st Floor Remodel

Description: Staff presentation and request to increase cost for the project through resolution 2020-08-13-R5.

Discussion: Ms. Coleman presented information on the Operations Building 1st Floor Remodel project which included information on the financial impact, background, analysis and options and next steps. After Commission discussion, the following action took place:

Action: Commissioner Wilson moved, seconded by Commissioner Swanson to approve resolution 2020-08-13-R5 to increase the total cost for the project.

Motion carried.

7. **Project Update: Nine Springs Valley Interceptor (NSVI) Improvements-McKee Road to Dunn's Marsh**

Presenter: Rachel Feil, Project Engineer

Description: Informational presentation

Discussion: Ms. Feil presented to the Commission the background, financial impact and next steps on the work being done on the NSVI Improvements Project.

Action: No action, informative presentation.

8. **Approve an Agreement for Legal Services with Stafford Rosenbaum, LLP**

Presenter: Michael Mucha, Chief Engineer and Director

Description: Request action to approve resolution 2020-08-13-R6 which authorizes the Chief Engineer and Director to contract with Stafford Rosenbaum, LLC legal services for the District.

Discussion: Mr. Mucha presented background and financial information on services provided by Stafford Rosenbaum, LLC and Anderson Consults, LLC. Mr. Mucha outlined various alternatives and requested that the Commission approve the staff recommended option through resolution 2020-08-13-R6. After discussion the following action ensued:

Action: Commissioner Wilson moved, seconded by Commissioner Murphy, to approve resolution 2020-08-13-R6.

Motion carried.

9. **Chief Engineer and Director's Report**

A. CED Update: No report.

B. WPDES Permit Update: Director of Ecosystem Services Martin Griffin provided an update to the Commission.

C. Regulatory/Legal Review Report: Legal Counsel for the District Paul Kent provided a brief update on legal happenings.

D. Future Meeting Schedule

10. **Convene in Closed Session in Accordance with 19.85(1)c of the Wisconsin Statutes to Consider Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee Over Which the Governmental Body has Jurisdiction or Exercise Responsibility**

Action: Commissioner Eskrich moved, seconded by Commissioner Meyer to convene in closed session in accordance with 19.85(1)c of the Wisconsin Statutes to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility.

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| Roll call vote: Commissioner Beth Bookland-aye Commissioner Ken Clark-aye Commissioner Sara Eskrich-aye Commissioner Grant Foster-aye | Commissioner Thomas Hovel-aye Commissioner Ezra Meyer-aye Commissioner Brad Murphy-aye Commissioner Mary Swanson-aye Commissioner Tom Wilson-aye |
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Motion carried.

11. Reconvene in Open Session

Action: Commissioner Wilson moved, seconded by Commissioner Clark to reconvene in open session.

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| Roll call vote: Commissioner Beth Bookland-aye Commissioner Ken Clark-aye Commissioner Sara Eskrich-excused from vote Commissioner Grant Foster-aye | Commissioner Thomas Hovel-aye Commissioner Ezra Meyer-aye Commissioner Brad Murphy-aye Commissioner Mary Swanson-aye Commissioner Tom Wilson-aye |
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Motion carried.

12. Discussion or Actions, if any, Relative to Items Discussed in Closed Session

Action: No formal action. The Commission reported that they had a discussion on the 2019 evaluation of the Chief Engineer and Director’s performance and District Goals. They reported on the continuity within the position and potential changes to the organizational structure. The Commission stated there will be further discussion on District goals and goals for Chief Engineer and Director at a later Commission meeting.

13. Future Agenda Topics

14. Other Business Allowed by Law

15. Adjournment

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

Motion carried, adjourned at 10:08 a.m.

Regular Meeting of the Commissioners
Thursday, August 13, 2020

Mary Swanson, Secretary

Future Meetings:

September 10, 2020

September 24, 2020

October 15, 2020