



**December 7, 2020
Regular Board Meeting**

The Regular Meeting of Madison Utilities convened at the Madison Utilities' Office located at 101 Ray Sanderson Drive with Chairman Terris Tatum presiding. Vice Chairman Steve Haraway, Director Rob Szmyd, Director A. Keith Cook, and Director Connie Spears were present. Also present were Secretary/Treasurer/General Manager Emory DeBord and Recording Clerk Jodie Parker.

Others present were Finance Manager Gary Sparks, Water Manager Jason Leggett, Wastewater Manager Mark Bland, and Customer Service Manager Misty Leftwich. Former Board Director Gerald Clark was also in attendance. Attorney Woody Sanderson and Mr. Jeff Harrison, from CDG Engineers and Associates, attended via Zoom.

Chairman Terris Tatum called the Regular Board meeting to order at 5:30 p.m.

Note: The Regular Meeting was held via video conference using the Zoom App due to recent events and directives relating to the COVID-19 pandemic.

1. PUBLIC COMMENTS

None

2. CURRENT AGENDA/MINUTES OF PREVIOUS MEETING

a. December 7, 2020 Current Agenda

The agenda for the December 7, 2020 Regular Meeting was presented to the Board. Vice Chairman Haraway moved to approve the December 7, 2020 Regular Meeting Agenda as submitted; Director Szmyd seconded the motion. The motion was approved unanimously.

Vice Chairman Haraway moved to amend the agenda to start with item 5c; Director Spears seconded the motion. The motion was approved unanimously.

b. November 16, 2020 Regular Meeting Minutes

The minutes for the November 16, 2020 Regular Meeting were presented to the Board. Vice Chairman Haraway moved to approve the minutes for the November 16, 2020 Regular Meeting; Director Szmyd seconded the motion. The motion was approved unanimously.

3. PLATS/BONDS

a. Preliminary Project Approval

None

b. Dedication and Improvements

None

4. OLD BUSINESS

None.

5. NEW BUSINESS

c. CDG Engineers – Keene Booster Station Preliminary Design Proposal

Mr. Jeff Harrison, from CDG Engineers and Associates, addressed the Board to explain what they have determined is the best approach for a project of this magnitude. He stated that CDG Engineers have come up with a three-part process: starting with a preliminary engineering contract to get thru 30% design, followed by a review and evaluation, and finally, the design and construction administration. After some additional discussion, Director Szmyd asked if it would be completed within 3 months. Mr. Harrison affirmed that the goal for completion is mid-to late February. Water Manager Leggett added that it was determined that the full electrical and

SCADA did not need to be included in the first phase, so it reduced the cost by \$40,000. Vice Chairman Haraway asked if there was an estimate for the total cost. Water Manager Leggett replied that the project was budgeted at \$2 million currently but that there would be a more accurate idea after the first preliminary phase at 30% design.

Vice Chairman Haraway moved to approve the Keene Booster Station Preliminary Design Proposal; Director Cook seconded the motion. The motion was approved unanimously.

a. Martin Road Force Main Extension Proposal

Wastewater Manager Bland explained that there are several unknowns with this proposal because of potential wetlands and other factors. As such, he recommended designing everything at one time since it will require a long design time and there are lots of landowners to work with.

Chairman Tatum asked if he could foresee any issues with the Force Main Extension. Wastewater Manager Bland stated that he was hopeful they would be able to stay within existing easements. He concluded his comments by stating that the proposal as presented is 100% from design to construction.

Vice Chairman Haraway moved to approve the Martin Road Force Main Extension Proposal; Director Spears seconded the motion. The motion was approved unanimously.

b. Chemical Bid #506-2020

Water Manager Leggett informed the Board that normally, since water treatment chemicals were bid last year, it would have been extended for another year, however, this year there were a few suppliers who felt they could provide better pricing, so a rebid was done. The rebid was motivated by both a potential reduction in prices as well as a need for adjusting some of the current quantities. Director Spears asked if there could be any potential problems with using multiple vendors. Water Manager Leggett replied that since we order separately as the need arises, and since we have used multiple vendors for many years, that he did not foresee any problems. He added that not all the companies carry all the chemicals which are used in the water treatment process, so it would be difficult to find one sole provider.

Director Cook moved to approve the Chemical Bid #506-2020; Vice Chairman Haraway seconded the motion. The motion was approved unanimously.

6. **LEGAL**

Attorney Sanderson discussed a potential agreement with an area developer regarding the purchase of a well. Attorney Sanderson outlined some potential resolutions while identifying the area in question on a plat. Some of the Board members had questions about the equipment from the existing well and the value of the assets. After some discussion, Vice Chairman Haraway moved to have Attorney Sanderson negotiate the best deal based on the Board comments; Director Cook seconded the motion. The motion was approved unanimously.

7. **WATER REPORT**

Water Manager Leggett stated that the Highland Drive project is close to starting; he added that the materials are on site and they are just waiting on the contractor to begin. He also stated that letters had been distributed to the customers in the area. Chairman Tatum and Vice Chairman Haraway asked if the city engineer was aware of the project as well as school buses, etc. Water Manager Leggett said that those type issues would be coordinated but that it is a three-lane area so there should be enough space to maneuver.

8. **WASTEWATER REPORT**

Wastewater Manager Bland said Western Sewer Phase 3 would hopefully be starting in mid-January and that Phase 2 is almost finished removing everything in the tunnel under Highway 565 in hopes of pushing pipe through next week. Wastewater Manager Bland also added that the Wastewater Treatment Plant Expansion is over 30% design complete.

9. FINANCE REPORT

Chairman Tatum asked if there was any word on the upcoming audit and Finance Manager Sparks replied that he and staff were working with Tom Dyer, but a final draft date had not been determined.

10. CUSTOMER SERVICE

None.

11. GENERAL MANAGER REPORT

General Manager DeBord asked the Board if they would like to hold the Board meeting scheduled for the week of Christmas. Vice Chairman Haraway moved to cancel the Board meeting scheduled for December 21, 2020; Director Szmyd seconded the motion. The motion was approved unanimously.

12. VICE CHAIRMAN HARAWAY

None

13. DIRECTOR COOK

None.

14. DIRECTOR SPEARS

None

15. DIRECTOR SZMYD

None

16. CHAIRMAN TATUM

None

17. ADJOURNMENT

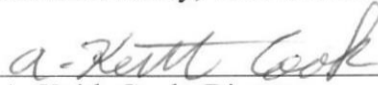
At 6:30 p.m. the Board adjourned.

Approved,

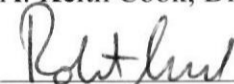


Terris Tatum, Chairman


Steve Haraway, Vice Chairman



A. Keith Cook, Director

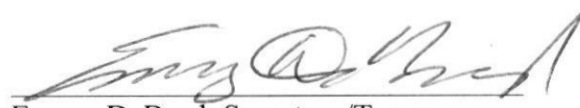


Rob Szmyd, Director



Connie Spears, Director

ATTEST:



Emory DeBord, Secretary/Treasurer