



**May 4, 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. Chairman Tatum, Vice Chairman Steve Haraway, Director Rob Szmyd, Director Gerald Clark and Director A. Keith Cook were present via Zoom. Also present were Secretary/Treasurer/General Manager Emory DeBord and Recording Clerk Jodie Parker.

Others present were Finance Manager Gary Sparks and Wastewater Manager Bland. Water Manager Leggett, Customer Service Manager Misty Leftwich and Attorney Woody Sanderson were present via Zoom.

Chairman Terris Tatum called the Regular Board meeting to order at 5:35 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. May 4, 2020 Current Agenda

The agenda for the May 4, 2020 Regular Meeting was presented to the Board. Director Clark moved to approve the May 4, 2020 Regular Meeting Agenda as submitted; Vice Chairman Haraway seconded the motion. The motion was approved unanimously.

b. April 20, 2020 Regular Meeting Minutes

The minutes for the April 20, 2020 Regular Meeting were presented to the Board. Vice Chairman Haraway moved to approve the minutes for the April 20, 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**

a. FY2020 Budget Mid-Year Review

Finance Manager Sparks presented the FY2020 Mid-Year Budget Review to the Board and expressed that Madison Utilities is on track through the first 6 months. He continued that the sales revenues were slightly less since irrigation hasn't ramped up yet but that, due to the large amount of growth in the area, the anticipated annual amount for availability fees for both water and wastewater had already been met and would likely continue to increase. Finance Manager Sparks concluded that, even though the full impact of COVID-19 has yet to be seen, overall, the budget is on track as projected. Chairman Tatum commented that everyone should keep moving forward and tracking things closely.

b. 2019 ADEM Municipal Water Pollution Prevention Annual Report (MWPP)

Wastewater Manager Bland explained that the ADEM Municipal Water Pollution Prevention Report has been required annually since the wastewater plant opened in 2002. He further explained that any score less than 70 is considered to be satisfactory by ADEM. Wastewater Manager Bland added they he is currently in the process of having a flow study done. Vice Chairman Haraway moved to approve the 2019 ADEM Municipal Water Pollution Prevention Annual Report (MWPP); Director Clark seconded the motion. The motion was approved unanimously.

c. Engineers of the South WWTP 2021 Expansion Proposal

Wastewater Manager Bland briefly discussed the previous WWTP expansion. He continued that after much discussion, the decision was made to go with Engineers of the South for the next phase. After explaining that there would be a period of 300 days for design, Director Szmyd asked if EOS would come and do a presentation to the Board. Wastewater Manager Bland stated that once they had completed 15-30% of the preliminary engineering, he would have them come and meet with the Board. Vice Chairman Haraway asked if it would be possible to avoid using the same company which did the last plant expansion. Wastewater Manager Bland stated that MU is able to prequalify bidders and Attorney Sanderson confirmed that was true and that they could be excluded if they don't meet expectations.

Vice Chairman Haraway moved to approve the Engineers of the South WWTP 2021 Expansion Proposal; Director Clark seconded the motion. The motion was approved unanimously.

6. **LEGAL**

Attorney Sanderson provided a brief update on the Williams Property Real Estate Agreement with the City stating that the name on the title search needed to be updated but that the closing would be scheduled for later in the week. Attorney Sanderson also presented the fire hydrant testing MOU with the City. He explained that there were some minor changes, but they were acceptable, and the City Council is prepared to approve at the next meeting if the Board approved. Some discussion ensued about responsibility for damage to hydrants or water lines during testing. Water Manager Leggett commented that a challenging aspect of the water system was the different pressure zones in different areas and Director Clark suggested having someone there to monitor on the first day to make sure it is being performed correctly.

Vice Chairman Haraway moved to approve the MOU with the City of Madison for Fire Hydrant Testing; Director Szmyd seconded the motion. The motion was approved unanimously.

7. **WATER REPORT**

Water Manager Leggett commented that at the last meeting there was a customer who was concerned about the level of noise coming from the McAdoo booster station. He informed the Board that he and Director Szmyd met at the site and installed a noise mitigation barrier on the door and thinks that will make a difference. Water Manager Leggett added that the water operations crews are prepping yards this week for sod. He should have the bid ready for the next Board meeting for landscaping services as discussed at previous meetings.

8. **WASTEWATER REPORT**

Wastewater Manager Bland showed photos chronicling the progress of the fueling station to date. He added that phase 4 would be commencing in the upcoming week. He added that other department heads would start adding access in small groups and there would be a small ribbon cutting to come soon.

9. **FINANCE REPORT**

Finance Manager Sparks informed the Board that Locktec had installed four security cameras at the WWTP and that a badge system is being implemented at the main office which will require a badge to access external doors. Director Clark asked if any additional security measures were being taken at the Quarry. Finance Manager Sparks stated that there are some cameras in the area.

Finance Manager Sparks also provided a brief update on some of the costs associated with the impact of COVID-19 by way of information for the Board.

**10. CUSTOMER SERVICE**

Customer Service Manager Leftwich indicated that the CCR reports had gone out to customers and that it would also be available on the website. There was also a brief discussion of how many customers were past due on their accounts by greater than \$25. Some additional discussion ensued about how to proceed with returning to normal operations.

**11. GENERAL MANAGER REPORT**

General Manager DeBord detailed some of the steps that surrounding utilities are taking to return to normal operations. Discussion ensued on the best means to do so. Chairman Tatum indicated that MU should try to stay inline with other similar utilities and asked for General Manager DeBord to reach out to other utilities to find out what their intentions are.

**12. VICE CHAIRMAN HARAWAY**

None

**13. DIRECTOR COOK**

None.

**14. DIRECTOR CLARK**

Director Clark mentioned that he is grateful for the progress that has been made on the fueling station and also glad that Water Manager Leggett is staying on top of yard repairs.

**15. DIRECTOR SZMYD**

None

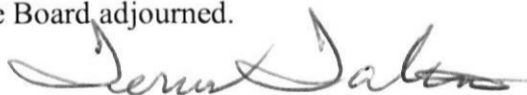
**16. CHAIRMAN TATUM**

Chairman Tatum mentioned that he would like to conduct the evaluation of the General Manager at the next Board meeting if the other Board members were in agreement.

**17. ADJOURNMENT**

At 6:43 p.m. the Board adjourned.


Approved,



Terris Tatum, Chairman



Steve Haraway, Vice Chairman



Gerald Clark, Director

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A. Keith Cook, Director

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Rob Szmyd, Director

ATTEST:



Emory DeBord, Secretary/Treasurer