



**November 16, 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, Customer Service Manager Misty Leftwich, and Attorney Woody Sanderson.

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. November 16, 2020 Current Agenda

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

b. November 2, 2020 Regular Meeting Minutes

The minutes for the November 2, 2020 Regular Meeting were presented to the Board. Vice Chairman Haraway moved to approve the minutes for the November 2, 2020 Regular Meeting; Director Cook seconded the motion. The motion was approved unanimously.

3. PLATS/BONDS

a. Preliminary Project Approval

None

b. Dedication and Improvements

i. Heritage Hills, Phase 1

Vice Chairman Haraway moved to approve the Dedication and Improvements for Heritage Hills, Phase 1; Director Szmyd seconded the motion. The motion was approved unanimously.

4. OLD BUSINESS

None.

5. NEW BUSINESS

a. CY2021 Holiday Schedule

Vice Chairman Haraway moved to approve the CY2021 Holiday Schedule; Director Szmyd seconded the motion. The motion was approved unanimously.

b. CDG Engineers – Western Transmission Main – Phase 3 Design Proposal

Prior to any discussion, Water Manager Leggett indicated that was a correction on the last line of the memo to read Western Transmission Main. Water Manager Leggett explained that the

Western Transmission is a large main which starts at Graphics Drive and Wall Triana and continues to the Keene Water Treatment Plant where the booster station will be built. This will provide more capacity and give the McAdoo Booster Station a break while also allowing for more expansion in the future if needed.

Water Manager Leggett further explained that Engineers of the South is doing Phases 1 and 2, with CDG doing the last phase. He added that he feels confident in their ability and pricing. Director Cook asked if the cost includes all inspections and such. Water Manager Leggett confirmed it does. Vice Chairman Haraway added that Madison County has used CDG Engineering for other projects and that they did good work. Chairman Tatum asked Attorney Sanderson if he had reviewed and Attorney Sanderson confirmed he had, and everything is good. Director Szmyd suggested that for other high dollar projects in the future, when Covid-19 is not a factor, that the firm being considered could come and present the proposal to the Board in person.

Vice Chairman Haraway moved to approve the Western Transmission Main, Phase 3 Design Proposal with CDG Engineers; Director Szmyd seconded the motion. The motion was approved unanimously.

c. CDG Engineers – Keene Booster Station Preliminary Design Proposal

Water Manager Leggett explained that the Keene Booster Station will pump to the Stoneway Tank and will be similar in size and capacity to the McAdoo Booster Station though it will be expandable to greater capacity than McAdoo if needed. He added that the proposal is a preliminary for construction cost estimate and design fee with much of the cost encompassing electrical and SCADA work. Water Manager Leggett explained that the electrical and SCADA work is more technically complicated than just putting pipe in the ground. Director Cook asked why this proposal seemed much higher and Water Manager Leggett answered that the electrical work and SCADA were more than half of the proposal cost.

Vice Chairman Haraway asked if a decision needed to be made right then or if it could be tabled so the Board members would have more time to think about it? Chairman Tatum suggested that the item be tabled until the first meeting in December and Wastewater Manager Bland suggested arranging for CDG Engineering to join the meeting via Zoom so that they could answer any questions the Board might have.

d. Asset Management Software Purchase and Resolution No. WWB-125-2020

Water Manager Leggett explained to the Board that he had been considering the addition of software for the water production group for some time. He added that this software will allow management of assets like tanks, booster stations, pumps, etc. including maintenance, parts, and such. Water Manager Leggett mentioned that he had started with 13 companies and had then narrowed it down to three before contacting them for detailed demonstrations of their software. He continued that, based on the demonstrations of the final three software systems, the Central Square seemed to offer the most ease of use and interfacing. Water Manager Leggett added that the quote is \$5,000 under budget.

Attorney Sanderson commented that there is an exception in the bid law for software systems. He further discussed the specifics of the law and added that he was comfortable that this purchase fit the exception. Director Szmyd moved to approve the purchase of Asset Management Software and Resolution No. WWB-125-2020; Director Cook seconded the motion. The motion was approved unanimously.

e. QWTP Turbidimeters Purchase and Resolution No. WWB-124-2020

Water Manager Leggett explained that these turbidimeters are an industry standard and measure amounts of particles in water which helps us ensure compliance with ADEM regulations. He added that these are necessary because the current equipment at the plant is outdated. Vice Chairman Haraway moved to approve the QWTP Turbidimeters Purchase and Resolution No.

WWB-124-2020; Director Szmyd seconded the motion. The motion was approved unanimously.

f. Rate Resolution

Finance Manager Sparks indicated that most of the changes to the rate resolution since the last version in January 2020 were for clarification purposes. He then outlined some of the specific changes to include the raw water rate, dumpster pad fee, and meter tampering fee. Finance Manager Sparks also stated that a plan review fee of \$450 has been in place but, was not a line item in the resolution, so it was added. Customer Service Manager Leftwich commented that a letter would be sent to builders and developers to let them know of the changes made.

Wastewater Manager Bland added that the City of Madison is going to require new swimming pools to connect to the sanitary sewer system so after some calculating, it was determined that a \$5 monthly fee would be added.

Vice Chairman Haraway moved to approve the Rate Resolution; Director Szmyd seconded the motion. The motion was approved unanimously.

6. LEGAL

Attorney Sanderson stated that there wasn't anything new to report except that he would be speaking with General Manager DeBord about the proposal for the Williams Well but that he needed to do some more detailed research about the first right of refusal first.

7. WATER REPORT

Water Manager Leggett stated that the Quarry Water Treatment Plant design is nearing 75% and another meeting with the residents in the Edgewater Subdivision would be scheduled but so far there have been no complaints. Water manager Leggett also expressed gratitude to the Board for the changes to pay and benefits which have enabled MU to be more competitive in hiring more experienced people. Chairman Tatum asked where he is at in staffing and Water Manager Leggett replied that he is waiting on one more new employee to start and he will be fully staffed in his department.

8. WASTEWATER REPORT

Wastewater Manager Bland said the Madison Blvd project was going well and the Wastewater Treatment Plant design is at 45%. He also informed the Board that the current legal action with respect to the condemnation was progressing as expected. Wastewater Manager Bland made the Board aware that one employee from the Wastewater Plant had tested positive for Covid-19 and that all CDC recommended guidelines were being enforced.

9. FINANCE REPORT

Finance Manager Sparks notified the Board that he is currently preparing for the upcoming annual audit. He further expressed appreciation to Director Spears for promptly providing the necessary information to process her onboarding.

10. CUSTOMER SERVICE

None.

11. GENERAL MANAGER REPORT

General Manager DeBord informed the Board that an engagement letter has been signed with a law firm to represent Madison Utilities in the condemnation action.

12. VICE CHAIRMAN HARAWAY

None

13. DIRECTOR COOK

None.

14. DIRECTOR SPEARS

None

15. **DIRECTOR SZMYD**

None

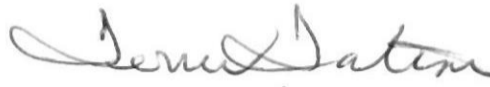
16. **CHAIRMAN TATUM**

Chairman Tatum welcomed Director Spears to the Board.

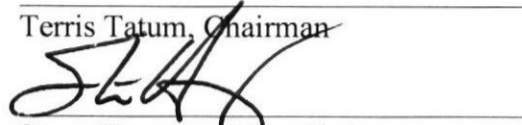
17. **ADJOURNMENT**

At 6:23 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