

**West Campus Cogeneration Facility (WCCF)  
Advisory Committee Meeting Minutes  
September 26, 2003**

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**Advisory Committee Members Present:**

Karen Carlson, RNA  
Alan Fish, UW  
Don Peterson, MGE  
Steve Schultz, MGE  
Brian Stone, RNA  
Ann Varda, RNA

**Others Present:**

Jeff Schimpff, RNA  
Bob Stoffs, MGE  
Fred Wade, Shorewood Hills  
Joe Heggstad, Regent Resident

The meeting was called to order at 7:30 a.m.

All present introduced themselves to the group.

**Review of previous meeting's minutes and review of today's agenda**

In the September 11, 2003, minutes, issues that occurred after the meeting were inserted. For future minutes, it was agreed that only what was discussed at that meeting will be in the minutes, not issues that occur after the meeting.

The minutes will be sent out in draft form to each Committee member for revisions. A revised version will be brought to the next meeting.

An Action Items section will be added to the minutes containing a to-do list for the next meeting.

**Updates**

- Don Peterson provided an update on the PSCW process. The PSCW gave verbal approval on September 18, 2003, for the construction of WCCF and has started the written order. The written order is usually issued within two to three weeks of the verbal order and is expected to be issued the first week of October.
- MGE had asked the PSCW for rate recovery for \$1 million of capital expenses for measures included in the Memorandums of Understanding with the Regent neighborhood, environmental groups, and the City of Madison. The Commission debated and decided to allow cost recovery only for \$200,000 for a hydrologic model. All other costs should be funded by MGE or MGE could seek funding through a rate case. This does not change MGE or the UW's funding of the project. The MOUs are stand-alone legal documents, and MGE

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and the UW will abide by those documents. MGE and the UW will continue to carry through with their obligations.

The question of how the funds will be allocated was raised. Don Peterson will e-mail a breakdown of the funds from the CPCN to the Committee.

- At the last meeting, there was discussion of MGE possibly doing some preconstruction activity before the written order is issued. MGE decided it will not be doing any preconstruction activity until after the written order is complete. There are some projects going on right now in the campus area that are not related to the WCCF:
  - City of Madison is replacing a storm sewer near Campus Drive and Walnut Street and has been cutting down some trees.
  - ATC will begin construction next week starting on transmission lines along Campus Drive.
- Don Peterson provided an update on the ground water:
  - MGE tested the water, and the numbers were the same as the test conducted in 2001. This means concentration levels have not increased or decreased.
  - MGE received a permit from the Madison Metropolitan Sewerage District to discharge water to a sanitary sewer. MGE will be seeking a permit from the Department of Natural Resources for a treatment process to release water to a storm sewer to treat the water on-site. This will allow two options for handling contaminated ground water.

**Discussion of consensus process**

The Committee discussed the definition of consensus and how this group will reach consensus on issues. A copy of *The New Compleat Facilitator: A Handbook for Facilitators* by Howick Associates was brought to the meeting and provides the following explanation of consensus building:

When a group reaches consensus, it has agreed on a decision that every person “can live with.” This means that everyone in the group has agreed to support the decision, even if some members might have wished for a slightly different decision.

The Committee agreed with this explanation. As long as all members can live with the decision and no one strongly disagrees, consensus will be reached. One of the critical issues the Committee sees as a commitment to consensus is how they communicate outside the meeting. Consensus will be maintained outside the group, although individuals may mention the decision was not their first choice as long they support it outside the meeting.

To make all members aware the consensus process is taking place, one of the chairs will need to make a concrete statement that the Committee is moving towards a decision. At that time, each

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member will make a statement about whether or not they agree with the decision made. In the event a consensus is reached but someone had concerns about it, those concerns should be reflected in the minutes. In order for a consensus to be reached, every entity needs to be represented either by a Committee member or an alternate.

Because Alan Fish had to leave the meeting early, this issue will be discussed at the next meeting, and the Committee will move for consensus.

### **Education at initiation of project**

- Bob Stoffs gave an update on the communication plan.

MGE will not be sending out any detailed information about the WCCF before the final written order is issued by the PSCW. This means a more comprehensive flyer will be produced once construction of the WCCF commences. The flyer will be mailed to the entire neighborhood (Regent, Shorewood Hills, Eagle Heights, and the campus area) within a couple of days of the final order being issued by the PSCW and will contain:

- A project schedule.
- How construction will affect pedestrians, bicyclists, and other traffic.
- Information on other projects planned in the West Campus area.
- Contact information for questions and concerns.

Education isn't just about what is going on with the project but what is going on with this Committee. These Committee meetings are part of the communication plan, and minutes will be posted on MGE's Web page. Karen Carlson will write an introductory paragraph to go on the Advisory Committee Web page and be used in RNA newsletter articles to remind people who is on this Committee and what they are doing. The RNA newsletter is published three times a year. Regent residents receive a copy of the newsletter along with businesses that advertise in the newsletter. The newsletter is also posted at the Monroe Street Library. Karen also suggested having Joel Robbin (Web master for RNA's Web site) put a hot link on the RNA Web page to the Committee minutes. His e-mail address is [robbin@math.wisc.edu](mailto:robbin@math.wisc.edu).

- Feedback was provided regarding the Notification of Concern form:
  - Allow attachment of additional pages so more information can be provided.
  - MGE's mailing address should be provided on the form for those who want to mail it back to MGE.
  - Provide MGE's phone number on the form.
  - Add the year to the date box (mm/dd/yyyy).
  - It was suggested to have this form set up online and provide a box for the user to check to have a copy of the form sent back to them.
  - On the bottom of the form, delete "Only" from "MGE Use Only."

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The information on the form will be entered into a database and will be individually coded for follow-up purposes.

- The need to provide details about the project in addition to the flyer and Web-based information was discussed. MGE agreed to put together and maintain a notebook with printed materials about the project and construction information in the Monroe Street Library. A kiosk located near the project site will also contain information relating to the construction of the WCCF.

### **Other issues**

Fred Wade indicated that Shorewood Hills' need for information will be satisfied by receiving a copy of the Committee minutes. If there are complaints from Shorewood Hills, the complaints would be directed to MGE. The Notification of Concern form will be available at the Shorewood Hills Village Hall.

It was agreed that one process for solving complaints through this Committee will be used for all areas instead of having separate committees for each area. Fred will receive a copy of the Committee's agenda, and if there are items that concern Shorewood Hills, someone from that area can attend.

### **Action items**

- On October 3, 2003, the Committee will discuss the issue of construction trucks driving on University Avenue. Brian Stone expressed concern that University Avenue is heavily traveled and has hundreds of pedestrian crossings each day, and there exists the potential for injury to pedestrians from increased truck traffic. It was decided that at the next meeting, we would discuss the traffic plan to see if there are other routes which could be used. Tim Bliefernicht, MGE Construction Management Engineer, is preparing a traffic plan to give to all MGE's contractors, and a copy of the plan and a map of the area will be provided at the October 3, 2003, meeting.
- The Committee will move to agree on the consensus process.
- Section 8(n) of the Memorandum of Understanding details a process to follow if the Committee cannot reach consensus. This process revolves around the parties to the Memorandum of Understanding selecting representatives to facilitate a resolution. For the next meeting, the Committee will think about who will be the facilitator (someone outside or inside the group) and whether a facilitator should be appointed now or when an issue comes up.

The meeting adjourned at 9:20 a.m.

The next meeting is Friday, October 3, 2003, at 7:30 a.m at Blessed Sacrament School.