

COMMON COUNCIL AGENDA
June 24, 2019
REEDSBURG CITY HALL COUNCIL CHAMBERS
7:00 PM

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

THE COUNCIL WILL RECEIVE INFORMATION ON NON-AGENDA TOPICS BROUGHT BEFORE THE COUNCIL BY MEMBERS OF THE PUBLIC. THE COUNCIL WILL NOT DISCUSS THESE TOPICS, AND WILL NOT TAKE ACTION ON ANY OF THEM AT THIS MEETING.

I. CONSENT AGENDA:

1. Approve minutes from the Common Council meeting held on June 10, 2019.

II. MAYOR PROCLAMATIONS, PRESENTATIONS, APPOINTMENTS:

1. Presentation: Bruce Beth - Forster Electrical Engineering. Presentation on the Reedsburg Utility's 30 year project to achieve single-distribution voltage.

III. RECOMMENDATIONS FROM BOARDS, COMMITTEES AND COMMISSIONS:

1. No Report

IV. GENERAL BUSINESS:

1. Approve/Deny: Resolution 4376-19 memorializing the review of the Compliance Maintenance Annual Report as required by the WPDES Permit.

V. CITY ADMINISTRATOR REPORTS:

1. No Report

VI. COMMISSION, COMMITTEE, BOARD AND STAFF REPORTS:

1. 2nd Meeting: Ordinance Committee, Parks & Rec., RICDC, Public Works, Utility Commission, Plan Commission, Historic Preservation, Library Board, Zoning Board, CDA, Any Other Committees.

VII. OFFICE OF THE MAYOR:

1. Upcoming Community Events

VIII. ADJOURN:



The City of Reedsburg does not discriminate on the basis of disability in the admissions or access to, or treatment of or employment in, its programs or activities. Disability-related aids or services, including printed information in alternate formats, to enable persons with disabilities to participate in public meetings and programs are available by calling (608) 524-6404. To be able to meet the needs of a request for a different format contact the City Clerk-Treasurer at 134 S. Locust Street, Reedsburg, WI at least 48 hours prior to the commencement of the meeting so that any necessary arrangements can be made to accommodate each request.

City of Reedsburg Meeting of the Common Council June 10, 2019

Present: Aldermen Dave Moon, Jason Schulte, Mike Gargano, Calvin Craker, Phil Peterson, Dave Knudsen, and Tom Seamonson.
Absent: Craig Braunschweig and Brandt Werner.
Others Present: Julie Strutz, Tim Becker, Pat Cummings, Brian Duvalle, Derek Horkan, Steve Zibell, Matt Scott, Sue Ann Kucher, Citizens, Press.

Mayor Dave Estes called the regular session of the Common Council to order at 7:00 p.m. in the Common Council Chambers.

Approve Consent Agenda: consisting the minutes from the Common Council meeting held on May 13 & May 20, 2019; May 2019 paid bills; May 2019 Building Permit Report; and Annual Applications for Alcohol/Cigarette Licenses for 2019-2020.

Motion: Schulte, Second: Seamonson to approve the consent agenda. Motion carried 7-0.

MAYOR PROCLAMATIONS, PRESENTATIONS, AND APPOINTMENTS:

- A. Pink Lady Transit: Approve/Deny: Appointment of Blaine Albert.

Motion: Knudsen, Second: Peterson to approve the appointment as presented. Motion carried 7-0.

- B. Utility Commission: Appoint Alder David Moon to the Utility Commission.

Motion: Gargano, Second: Schulte to approve the appointment as presented. Motion carried 7-0.

- C. Library Board: Appoint Alder Tom Seamonson to the Library Board.

Motion: Gargano, Second: Schulte to approve the appointment as presented. Motion carried 7-0.

RECOMMENDATIONS FROM BOARDS, COMMITTEES AND COMMISSIONS:

- A. Finance Committee: Webb Fund Application: Approve/Deny request from the Boys & Girls Club of Reedsburg for parking lot repair at 300 Vine Street. Request total: \$4,192.50 – City project.

Motion: Gargano, Second: Peterson to approve request as presented. Motion carried 7-0.

- B. Finance Committee: Webb Fund Application: Approve/Deny request from the City of Reedsburg for a bike repair station, vending machine and signage at the Reedsburg Chamber of Commerce, 220 Railroad Street. Request total: \$5,500 – City project.

Motion: Gargano, Second: Knudsen to approve request as presented. Motion carried 7-0.

- C. Finance Committee: Claim of Loss: Approve/Deny a claim resulting from a vehicle crash on November 28, 2018 involving a Police Department squad car. Claim recommendation: \$1,289.21.

Motion: Schulte, Second: Seamonson to approve claim recommendation. Motion carried 7-0.

- D. Finance Committee: Approve/Deny resolution 4374-19 authorizing the BCPL loan for the Huntington Park Apartments project per the Developer's Agreement.

Motion: Peterson, Second: Gargano to approve Developer's Agreement as presented. Motion carried 7-0.

- E. Arts Committee: "In Cahoots" Mini Grant: Approve/Deny request from local artist Peter Krsko for parade float construction. Grant request total: \$500.

Motion: Craker, Second: Knudsen to approve request as presented. Motion carried 7-0.

- F. Plan Commission: Approve/Deny Resolution 4373-19 Certified Survey Map for parcel #1928-53020 dividing parcel into two parcels for use as a City Park at 1830 20th Street (Lot 1).

Motion: Peterson, Second: Gargano to approve certified survey map as presented. Motion carried 7-0

- G. Plan Commission: Approve/Deny: Introduction, 1st reading and set the Public Hearing for July 8, 2019 for Ordinance 1886-19 regarding Townhouse & Bungalow Courts housing designations.

Motion: Schulte, Second: Knudsen to approve setting Public Hearing. Motion carried 7-0.

- H. Public Works Committee: Approve/Deny authorizing the Mayor to sign a contract with Architectural Design Consultants, Inc. (ADCI) for architectural services regarding the Public Works Facility and Police Department Garage expansion.

Motion: Peterson, Second: Craker to authorize the Mayor to sign a contract with Architectural Design Consultants, Inc. (ADCI) for architectural services regarding the Public Works Facility and Police Department Garage expansion. Motion carried 7-0.

GENERAL BUSINESS:

- A. Approve/Deny: Resolution 4375-19 Approving Tax Incremental District Number 9 – Project Plan Amendment Number 1.

**Motion: Seamsonson, Second: Knudsen to approve Resolution 4375-19 as presented.
Motion carried 7-0.**

- A. Consideration of moving into closed session per section 19.85(1)(e) of the Wisconsin statutes, for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, as it specifically relates to the purchase of property.

Motion: Seamonson, Second: Schulte to enter Closed Session. Motion carried 7-0. Time 8:00 p.m.

No Action Taken.

Motion: Knudsen, Second: Seamonson to adjourn. Meeting adjourned at 8:34 p.m.

Respectfully submitted,

Julie Strutz
Deputy City Clerk-Treasurer

Bruce Beth – Forster Electrical Engineering

One Voltage, Electric Reliability for All

The City of Reedsburg has transformed from a residential community to an industrial hub over the last 50 years. The municipally-owned electric distribution utility has reliably met that transformation over those 50 years with substation additions and conversions to higher voltages. We are partially through a voltage conversion process begun in 1992, which will be completed in 2022. Bruce will present a brief history of that process and how reaching a single distribution voltage in the near future will affect the electric supply for Reedsburg.

RESOLUTION
CMAR – Wastewater Treatment Plant

FILE NO. 4376-19

WHEREAS, the City of Reedsburg operates a Wastewater Treatment Facility; and

WHEREAS, the Compliance Maintenance Annual Report was reviewed by the City Council and attached to this Resolution; and

WHEREAS, City of Reedsburg has set forth the following actions necessary to maintain effluent requirement contained in the WPDES Permit:

- (a) Reaffirm our commitment to operator certification upgrading.
- (b) Knowing that the Treatment Plant operates 24 hours a day, 7 days a week, we commend our State Certified Treatment Plant Operators for thorough planning, innovative and cost-efficient approaches to the collection, treatment and recycling of effluent and bio-solids.
- (c) Review bio-solids storage facility and evaluate design capacity. Review B. O. D. of the plant influent and industrial users for accuracy and that sampling is representative of the waste received.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Reedsburg, Sauk County, Wisconsin that the City informs the Wisconsin Department of Natural Resources that the above actions were taken by the Common Council of the City of Reedsburg.

ADOPTED on this 24th day of June, 2019.

Dave Estes, Mayor

Jacob Crosetto, City Clerk - Treasurer

Respectfully Submitted:

The above resolution has been authorized by the governing body of the City of Reedsburg by Resolution No. 4376-19, dated June 24, 2019.

Date Passed: June 24, 2019

Vote: _____

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
6/4/2019 2018

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

1.1 Verify the following monthly flows and (C)BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	1.9903	x	473	x	8.34	=	7,846
February	1.9775	x	392	x	8.34	=	6,463
March	2.0309	x	490	x	8.34	=	8,297
April	2.2562	x	418	x	8.34	=	7,861
May	2.9019	x	346	x	8.34	=	8,375
June	2.3803	x	402	x	8.34	=	7,972
July	2.1684	x	496	x	8.34	=	8,977
August	2.8106	x	414	x	8.34	=	9,707
September	3.5801	x	270	x	8.34	=	8,053
October	3.3511	x	247	x	8.34	=	6,890
November	2.6554	x	369	x	8.34	=	8,173
December	2.4566	x	336	x	8.34	=	6,887

2. Maximum Monthly Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	2.65	x	90	=	2.385
		x	100	=	2.65
Design (C)BOD, lbs/day	6331	x	90	=	5697.9
		x	100	=	6331

2.2 Verify the number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design
January	1	0	0	1	1
February	1	0	0	1	1
March	1	0	0	1	1
April	1	0	0	1	1
May	1	1	1	1	1
June	1	0	0	1	1
July	1	0	0	1	1
August	1	1	1	1	1
September	1	1	1	1	1
October	1	1	1	1	1
November	1	1	1	1	1
December	1	1	0	1	1
Points per each		2	1	3	2
Exceedances		6	5	12	12
Points		12	5	36	24
Total Number of Points					77

77

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3. Flow Meter 3.1 Was the Influent flow meter calibrated in the last year? ☒ Yes Enter last calibration date (MM/DD/YYYY) 2018-10-15 ☐ No If No, please explain:										
4. Sewer Use Ordinance 4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from Industries, commercial users, hauled waste, or residences? ☒ Yes ☐ No If No, please explain: 4.2 Was it necessary to enforce the ordinance? ☐ Yes ☒ No If Yes, please explain:										
5. Septage Receiving 5.1 Did you have requests to receive septage at your facility? <table><thead><tr><th>Septic Tanks</th><th>Holding Tanks</th><th>Grease Traps</th></tr></thead><tbody><tr><td>☒ Yes</td><td>☒ Yes</td><td>☒ Yes</td></tr><tr><td>☐ No</td><td>☐ No</td><td>☐ No</td></tr></tbody></table> 5.2 Did you receive septage at your facility? If yes, Indicate volume in gallons. Septic Tanks ☒ Yes 233,940 gallons ☐ No Holding Tanks ☒ Yes 4,478,960 gallons ☐ No Grease Traps ☐ Yes gallons ☒ No 5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes. Plant performance wasn't affected by these wastes.	Septic Tanks	Holding Tanks	Grease Traps	☒ Yes	☒ Yes	☒ Yes	☐ No	☐ No	☐ No	
Septic Tanks	Holding Tanks	Grease Traps								
☒ Yes	☒ Yes	☒ Yes								
☐ No	☐ No	☐ No								
6. Pretreatment 6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year? ☒ Yes ☐ No If yes, describe the situation and your community's response.										

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The dairies had some high BOD and phosphorus loadings during 2018. We continue to work with them and in 2018 we sat down with all three dairies to discuss their impacts and how we can solve some issues. We also implemented a phosphorus surcharge in October 2018 to help influence better compliance from the dairies.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

- Yes
- No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

We accepted leachate from the foundry and cheese whey from Cedar Grove Cheese. We also took some digester sludge from Christmas Mountain.

Total Points Generated	77
Score (100 - Total Points Generated)	23
Section Grade	F

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:

6/4/2019

2018

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	7	1	0	0
February	30	27	5	1	0	0
March	30	27	10	1	0	0
April	30	27	15	1	0	0
May	30	27	9	1	0	0
June	30	27	6	1	0	0
July	30	27	11	1	0	0
August	30	27	6	1	0	0
September	30	27	7	1	0	0
October	30	27	6	1	0	0
November	30	27	6	1	0	0
December	30	27	7	1	0	0

* Equals limit if limit is ≤ 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
Total number of points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

• Yes

Enter last calibration date (MM/DD/YYYY)

2018-10-15

o No

If No, please explain:

3. Treatment Problems

3.1 What problems, if any, were experienced over the last year that threatened treatment?

Heavy rains and flooding within the city put treatment at jeopardy. At one point we were unsure if we could discharge out of the plant with the river water levels so high. Flows were much higher than the plant capacity during the fall flooding event that took place.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

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☐ Yes

☒ No

If Yes, please explain:

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

☐ Yes

☒ No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

☐ Yes

☐ No

☒ N/A

Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
6/4/2019 2018

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	5	1	0	0
February	30	27	6	1	0	0
March	30	27	9	1	0	0
April	30	27	15	1	0	0
May	30	27	8	1	0	0
June	30	27	5	1	0	0
July	30	27	11	1	0	0
August	30	27	6	1	0	0
September	30	27	6	1	0	0
October	30	27	6	1	0	0
November	30	27	5	1	0	0
December	30	27	7	1	0	0

* Equals limit if limit is ≤ 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	0
Points		0	0
Total Number of Points			0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

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6/4/2019 2018

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	17		.842666667	0					
February	17		.183333333	0					
March	22		.628461538	0					
April	28		.234615385	0					
May									
June	18		.095833333	0					
July	14		.065714286	0					
August	14		.363076923	0					
September	23		.559166667	0					
October	17		.143333333	0					
November	22		.1125	0					
December	17		.136923077	0					
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

0

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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6/4/2019 2018

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	1.576	1	1
February	1	0.497	1	0
March	1	0.890	1	0
April	1	0.851	1	0
May	1	0.880	1	0
June	1	0.955	1	0
July	1	1.166	1	1
August	1	0.469	1	0
September	1	0.836	1	0
October	1	0.611	1	0
November	1	0.672	1	0
December	1	0.669	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				2
Total Number of Points				20

20

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

1.2 If any violations occurred, what action was taken to regain compliance?

Operational changes were made to the plant and ferric chemical addition was applied. Equipment was also put back online as construction was finishing up on our selector basins in January of 2018. Talks with the dairies in town to help reduce loadings also were commenced.

Total Points Generated	20
Score (100 - Total Points Generated)	80
Section Grade	C

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Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☐ Land applied under your permit
☒ Publicly Distributed Exceptional Quality Biosolids
☒ Hauled to another permitted facility
☐ Landfilled
☐ Incinerated
☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 005 - CLASS B SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75														0	0
Cadmium		39	85														0	0
Copper		1500	4300														0	0
Lead		300	840														0	0
Mercury		17	57														0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	0

Outfall No. 004 - CLASS A SLUDGE

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75		<1.8			2.2		<1.3				2			0	0
Cadmium		39	85		.13			<.12		<.092				.4			0	0
Copper		1500	4300		57.4			81.5		82.3				88.2			0	0
Lead		300	840		4.9			10.1		6.9				6.2			0	0
Mercury		17	57		.046			.031		.42				.16			0	0
Molybdenum	60		75		2.6			2.8		2.5				3.6		0		0
Nickel	336		420		8.1			11		8.2				9		0		0
Selenium	80		100		<4.3			<4.1		<3.2				<3.8		0		0
Zinc		2800	7500		185			183		145				96.2			0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes

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- No (10 points)
 - N/A - Did not exceed limits or no HQ limit applies (0 points)
 - N/A - Did not land apply biosolids until limit was met (0 points)
- 3.1.3 Number of times any of the metals exceeded the ceiling limits = 0
Exceedence Points
- 0 (0 Points)
 - 1 (10 Points)
 - > 1 (15 Points)
- 3.1.4 Were biosolids land applied which exceeded the ceiling limit?
- Yes (20 Points)
 - No (0 Points)
- 3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken?
Has the source of the metals been identified?

0

N/A

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2018 - 03/31/2018
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge is heated to 158 degrees.

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2018 - 06/30/2018
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	Sludge is heated to 158 degrees.

Compliance Maintenance Annual Report

Reedsburg Wastewater Treatment Facility

Last Updated: Reporting For:
6/4/2019 2018

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2018 - 09/30/2018
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	heat sludge to 158 degrees.

Outfall Number:	004
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2018 - 12/31/2018
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Alkaline Stabilization
Process Description:	sludge is heated to 131 degrees or higher.

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

- ☐ Yes (40 Points)
- ☒ No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	004
Method Date:	03/31/2018
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	004
Method Date:	06/30/2018
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

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Outfall Number:	004		0
Method Date:	09/30/2018		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	Yes		
Limit (if applicable):			
Results (if applicable):			
Outfall Number:	004		0
Method Date:	12/31/2018		
Option Used To Satisfy Requirement:	pH Adjustment of Sludge		
Requirement Met:	Yes		
Land Applied:	Yes		
Limit (if applicable):			
Results (if applicable):			
5.2 Was the limit exceeded or the process criteria not met at the time of land application? ☐ Yes (40 Points) ☒ No If yes, what action was taken?			
6. Biosolids Storage 6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? ☐ >= 180 days (0 Points) ☐ 150 - 179 days (10 Points) ☒ 120 - 149 days (20 Points) ☐ 90 - 119 days (30 Points) ☐ < 90 days (40 Points) ☐ N/A (0 Points) 6.2 If you checked N/A above, explain why.			
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management: In 2018 we gained some sludge storage space by being able to freeze and stack it better. An early spring also helped keep the building from being full.			

Total Points Generated	20
Score (100 - Total Points Generated)	80
Section Grade	C

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Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing 1.1 Was your wastewater treatment plant adequately staffed last year? ● Yes ○ No If No, please explain: Could use more help/staff for: 1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? ● Yes ○ No If No, please explain:	
2. Preventative Maintenance 2.1 Did your plant have a documented AND Implemented plan for preventative maintenance on major equipment items? ● Yes (Continue with question 2) ☐☐ ○ No (40 points) ☐☐ If No, please explain, then go to question 3: 2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? ● Yes ○ No (10 points) 2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? ● Yes ○ Paper file system ● Computer system ○ Both paper and computer system ○ No (10 points)	0
3. O&M Manual 3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed? ● Yes ○ No	
4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. ● Excellent ○ Very good ○ Good ○ Fair ○ Poor Describe your rating: Plant staff are on top of the O&M procedures and much of the equipment is rebuilt or new.	

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Last Updated: Reporting For:
6/4/2019 **2018**

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Reedsburg Wastewater Treatment Facility

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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

CHRIS L KLEINSCHMIT

Certification No:

34792

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes	X			X
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	X

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2018; subclass SS is basic level only.)

- Yes (0 points)
- No (20 points)

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☒ One or more additional certified operators on staff
- ☐ An arrangement with another certified operator
- ☐ An arrangement with another community with a certified operator
- ☐ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- ☐ A consultant to serve as your certified operator
- ☐ None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: ○ Averaging 6 or more CECs per year. ○ Averaging less than 6 CECs per year. Advanced Certification: ● Averaging 8 or more CECs per year. ○ Averaging less than 8 CECs per year.	
--	--

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Wardsburg Wastewater Treatment Facility Last Updated: Reporting For:
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Financial Management

Provider of Financial Information
Name:
Telephone: (XXX) XXX-XXXX
E-Mail Address (optional):

Treatment Works Operating Revenues
2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?
● Yes (0 points) ☐
○ No (40 points)
If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:
● 0-2 years ago (0 points) ☐
○ 3 or more years ago (20 points) ☐
○ N/A (private facility)
2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?
● Yes (0 points)
○ No (40 points)

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

Equipment Replacement Funds
3.1 When was the Equipment Replacement Fund last reviewed and/or revised?
Year:
● 1-2 years ago (0 points) ☐
○ 3 or more years ago (20 points) ☐
○ N/A
If N/A, please explain:

3.2 Equipment Replacement Fund Activity	
3.2.1 Ending Balance Reported on Last Year's CMAR	\$ 1,798,474.00
3.2.2 Adjustments - If necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$ 0.00
3.2.3 Adjusted January 1st Beginning Balance	\$ 1,798,474.00
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$ 185,906.00
	+

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 1,984,380.00

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

None in 2018

3.3 What amount should be in your Replacement Fund? \$ 1,984,380.00

0

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

● Yes

○ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. □ □

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Phosphorus filtration equipment		2025

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 8

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	5,638	111
February	5,630	86
March	5,607	54
April	6,023	52
May	7,331	8
June	5,804	6
July	5,861	3
August	5,241	5
September	9,825	58
October	7,998	77
November	6,885	
December	6,568	104
Total	78,411	564
Average	6,534	51

6.1.2 Comments:

Alliant didn't send a November gas bill for the collection system.

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☐ Comminution or Screening
- ☐ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☐ Pneumatic Pumping
- ☒ SCADA System
- ☐ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives
- ☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

● No

○ Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

We would like to add more VFD driven pumps.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	144,072	61.70	2,335	243.23	592	2,373
February	124,200	55.37	2,243	180.96	686	2,166
March	142,416	62.96	2,262	257.21	554	2,046
April	131,928	67.69	1,949	235.83	559	366
May	160,632	89.96	1,786	259.63	619	6
June	140,208	71.41	1,963	239.16	586	5
July	140,208	67.22	2,086	278.29	504	5
August	150,696	87.13	1,730	300.92	501	7
September	140,208	107.40	1,305	241.59	580	286
October	140,208	103.88	1,350	213.59	656	1,287
November	119,784	79.66	1,504	245.19	489	2,145
December	122,544	76.15	1,609	213.50	574	2,402
Total	1,657,104	930.53		2,909.10		13,094
Average	138,092	77.54	1,844	242.43	575	1,091

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- ☒ Aerobic Digestion
- ☐ Anaerobic Digestion
- ☒ Biological Phosphorus Removal
- ☒ Coarse Bubble Diffusers
- ☒ Dissolved O2 Monitoring and Aeration Control
- ☐ Effluent Pumping
- ☒ Fine Bubble Diffusers
- ☒ Influent Pumping
- ☒ Mechanical Sludge Processing
- ☒ Nitrification
- ☒ SCADA System
- ☒ UV Disinfection
- ☒ Variable Speed Drives
- ☐ Other:

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7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

We plan on continuing to add VFD drives and energy efficient electric motors.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

• No

o Yes

If Yes, how is the biogas used (Check all that apply):

☐ Flared Off

☐ Building Heat

☐ Process Heat

☐ Generate Electricity

☐ Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

o No

• Yes

☒ Entire facility

Year:

2016

By Whom:

Focus on Energy

Describe and Comment:

Focus on energy performed and energy audit and provided us with information on areas we could make changes.

☐ Part of the facility

Year:

By Whom:

Describe and Comment:

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

• Yes

○ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

• Yes

○ No (30 points)

○ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

Prevent overflows and backups, complete sewer cleaning and root removal on 50% of the sewer lines, inspect 50% of manholes annually and enforce sewer ordinances.

Did you accomplish them?

○ Yes

• No

If No, explain:

Everything was accomplished accept sewer overflows and backups due to city wide flooding that occurred in fall.

☒ Organization [NR 210.23 (4) (b)]☐

Does this chapter of your CMOM include:

☒ Organizational structure and positions (eg. organizational chart and position descriptions)

☐ Internal and external lines of communication responsibilities

☐ Person(s) responsible for reporting overflow events to the department and the public

☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer ordinance chapter 13

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY)

2005-08-27

Does your sewer use ordinance or other legally binding document address the following:

☒ Private property inflow and infiltration

☒ New sewer and building sewer design, construction, installation, testing and inspection

☒ Rehabilitated sewer and lift station installation, testing and inspection

☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control

☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

☒ Equipment and replacement part inventories

☒ Up-to-date sewer system map

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☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation ☒ A description of routine operation and maintenance activities (see question 2 below) ☒ Capacity assessment program ☐ Basement back assessment and correction ☐ Regular O&M training ☒ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐ What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property? ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements ☒ Construction, Inspection, and Testing ☐ Others: ☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐ Does your emergency response capability include: ☒ Responsible personnel communication procedures ☒ Response order, timing and clean-up ☒ Public notification protocols ☒ Training ☒ Emergency operation protocols and implementation procedures ☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐ ☒ Special Studies Last Year (check only those that apply): ☒ Infiltration/Inflow (I/I) Analysis ☐ Sewer System Evaluation Survey (SSES) ☐ Sewer Evaluation and Capacity Management Plan (SECAP) ☐ Lift Station Evaluation Report ☐ Others:	0																														
2. Operation and Maintenance 2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained. <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Cleaning</td> <td style="width: 15%; text-align: center; border: 1px solid black;">80</td> <td style="width: 55%;">% of system/year</td> </tr> <tr> <td>Root removal</td> <td style="text-align: center; border: 1px solid black;">80</td> <td>% of system/year</td> </tr> <tr> <td>Flow monitoring</td> <td style="text-align: center; border: 1px solid black;">1</td> <td>% of system/year</td> </tr> <tr> <td>Smoke testing</td> <td style="text-align: center; border: 1px solid black;">0</td> <td>% of system/year</td> </tr> <tr> <td>Sewer line televising</td> <td style="text-align: center; border: 1px solid black;">1</td> <td>% of system/year</td> </tr> <tr> <td>Manhole Inspections</td> <td style="text-align: center; border: 1px solid black;">2</td> <td>% of system/year</td> </tr> <tr> <td>Lift station O&M</td> <td style="text-align: center; border: 1px solid black;">1</td> <td># per L.S./year</td> </tr> <tr> <td>Manhole rehabilitation</td> <td style="text-align: center; border: 1px solid black;">1</td> <td>% of manholes rehabbed</td> </tr> <tr> <td>Mainline rehabilitation</td> <td style="text-align: center; border: 1px solid black;">1</td> <td>% of sewer lines rehabbed</td> </tr> <tr> <td>Private sewer Inspections</td> <td style="text-align: center; border: 1px solid black;">0</td> <td>% of system/year</td> </tr> </table>		Cleaning	80	% of system/year	Root removal	80	% of system/year	Flow monitoring	1	% of system/year	Smoke testing	0	% of system/year	Sewer line televising	1	% of system/year	Manhole Inspections	2	% of system/year	Lift station O&M	1	# per L.S./year	Manhole rehabilitation	1	% of manholes rehabbed	Mainline rehabilitation	1	% of sewer lines rehabbed	Private sewer Inspections	0	% of system/year
Cleaning	80	% of system/year																													
Root removal	80	% of system/year																													
Flow monitoring	1	% of system/year																													
Smoke testing	0	% of system/year																													
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Private sewer Inspections	0	% of system/year																													

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Private sewer I/I removal

0

% of private services

River or water crossings

2

% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

3.1 Provide the following collection system and flow information for the past year.

56

Total actual amount of precipitation last year in inches

34

Annual average precipitation (for your location)

50

Miles of sanitary sewer

8

Number of lift stations

2

Number of lift station failures

0

Number of sewer pipe failures

1

Number of basement backup occurrences

0

Number of complaints

2.547

Average daily flow in MGD (if available)

3.580

Peak monthly flow in MGD (if available)

.335

Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

0.25

Lift station failures (failures/year)

0.00

Sewer pipe failures (pipe failures/sewer mile/yr)

0.10

Sanitary sewer overflows (number/sewer mile/yr)

0.02

Basement backups (number/sewer mile)

0.00

Complaints (number/sewer mile)

1.4

Peaking factor ratio (Peak Monthly:Annual Daily Avg)

0.1

Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **				
	Date	Location	Cause	Estimated Volume (MG)
0	8/31/2018 8:30:00 AM - 8/31/2018 4:00:00 PM	Lift Station on Riverview Dr.	Rain, Powerout, Flooding	0 - 0
1	8/30/2018 8:00:00 PM - 8/31/2018 8:00:00 AM	Lift Station on Preston Rd.	Rain, Powerout, Flooding	0 - 0
2	8/29/2018 8:00:00 AM - 8/1/2018 9:00:00 AM	Treatment Plant Effluent overflow pipe at 802 Division St.	Rain, Flooding	10.6910 - 10.6910
3	9/5/2018 5:30:00 AM - 9/7/2018 4:30:00 PM	Effluent overflow pipe at Treatment Plant at 802 Division st	Rain, Flooding	5 - 5
4	8/29/2018 3:00:00 AM - 9/8/2018 10:00:00 AM	City wide flooding of homes	Rain, Powerout, Flooding	0 - 0

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

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What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?

The city of Reedsburg is in talks with Town and Country engineering and performing flow monitoring throughout the city to reduce I&I. We also did an engineering study at the plant and are making flood prevention changes. These should reduce TFO's at the plant.

5. Infiltration / Inflow (I/I)

5.1 Was infiltration/inflow (I/I) significant in your community last year?

● Yes

○ No

If Yes, please describe:

Fall flooding caused large amounts of I&I into homes, businesses and the sewer collection system. Much of the city was underwater for a couple of weeks.

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

● Yes

○ No

If Yes, please describe:

I&I this year affected plant performance and the collection system due to extremely high flows during flooding in the fall. Water flooded the streets and basements leading to water entering the sewer collection system. The collection system then began to backup from high flows and the treatment plant not being able to take it all. The plant influent gate needed to be closed down to avoid overflows inside of the plant.

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

This year I&I was noticed mainly because of flooding that occurred in fall.

5.4 What is being done to address infiltration/inflow in your collection system?

The city is doing a flow monitoring study to find areas that are letting I&I in. We also had a manhole survey performed to see what manholes are below the high water mark of the 2018 flood. Once these areas are found we can seal any leaks and raise some of the manholes to help reduce I&I issues.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0020371

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	F	0	3	0
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	C	2	3	6
Biosolids	C	2	5	10
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			37	120
GRADE POINT AVERAGE (GPA) = 3.24				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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Resolution or Owner's Statement

Name of Governing Body or Owner:	
Date of Resolution or Action Taken:	
Resolution Number:	
Date of Submittal:	

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):	
Influent Flow and Loadings: Grade = F	
Effluent Quality: BOD: Grade = A	
Effluent Quality: TSS: Grade = A	
Effluent Quality: Ammonia: Grade = A	
Effluent Quality: Phosphorus: Grade = C	
Biosolids Quality and Management: Grade = C	
Staffing: Grade = A	
Operator Certification: Grade = A	
Financial Management: Grade = A	
Collection Systems: Grade = A (Regardless of grade, response required for Collection Systems if SSOs were reported)	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00) G.P.A. = 3.24	