

# BOARD OF PUBLIC WORKS

City of Kaukauna  
**Council Chambers**  
Municipal Services Building  
144 W. Second Street, Kaukauna



Monday, June 16, 2025 at 6:00 PM

## AGENDA

### In-Person and Remote Teleconference via ZOOM

1. Correspondence.
2. Discussion Topics.
  - [a.](#) Special Assessment Public Hearing for 2025 Alley Paving Project.
  - [b.](#) Recommend award of Project 10-25 – 2025 Concrete Street Patch Program.
  - [c.](#) 2025 Safe Streets and Roads For All (SS4A) Grant Application - County Highway KK Transportation Corridor Study.
  - [d.](#) 2024 Compliance Maintenance Annual Report (CMAR).
  - e. Public Works Updates.
3. Adjourn.

## NOTICES

Notice is hereby given that a majority of the City Council will be present at the meeting of the Board of Public Works meeting scheduled for Monday, June 16, 2025, at 6:00 P.M. to gather information about a subject over which they have decision making responsibility.

**IF REQUESTED THREE (3) DAYS PRIOR TO THE MEETING, A SIGN LANGUAGE INTERPRETER WILL BE MADE AVAILABLE AT NO CHARGE.**



## **MEETING ACCESS INFORMATION:**

You can access this meeting by one of three methods: from your telephone, computer, or by an app. Instructions are below.

To access the meeting by telephone:

1. Dial 1-312-626-6799
2. When prompted, enter Meeting ID 234 605 4161 followed by #
3. When prompted, enter Password 54130 followed by #

To access the meeting by computer:

1. Go to <http://www.zoom.us>
2. Click the blue link in the upper right hand side that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow Zoom to access your microphone or camera if you wish to speak during the meeting

To access the meeting by smartphone or tablet:

1. Download the free Zoom app to your device
2. Click the blue button that says Join a Meeting
3. Enter Meeting ID 234 605 4161
4. Enter Password 54130
5. Allow the app to access your microphone or camera if you wish to speak during the meeting

\*Members of the public will be muted unless there is an agenda item that allows for public comment or if a motion is made to open the floor to public comment.\*



## NOTICE OF ALLEY ASSESSMENTS

Notice is hereby given that the Board of Public Works and the City Engineer for the City of Kaukauna have made and filed their report of the benefits and damages that will accrue to each parcel of real estate by reason of installation of asphalt alleys, grading, gravel base, excavation, shouldering, and landscaping, and the amount that should be assessed to each parcel of real estate by reason of such improvement.

Such report is now in the City Engineer's office and is open for review, by appointment, during regular business hours.

Notice is hereby given that on Monday, June 16<sup>th</sup>, 2025 at 6:00 p.m., said Board will convene in the Council Chambers of the Municipal Services Building in the City of Kaukauna to hear any objections.

Special Assessment Rates for Asphalt Alley Reconstruction	
<u>ASPHALT ALLEY RECONSTRUCTION</u> <ul style="list-style-type: none"> <li>- Alley Between E 9<sup>th</sup> Street and E 10<sup>th</sup> Street –Crooks Avenue to Main Avenue</li> <li>- Alley Between W 9<sup>th</sup> Street and W 10<sup>th</sup> Street – Main Avenue to Eden Avenue</li> </ul>	\$38.32 / Frontage Foot

By Order of the Board of Public Works.

Dated at Kaukauna, Wisconsin, this 16<sup>th</sup> day of June, 2025



# MEMO

## Engineering Department

To: Board of Public Works  
From: Jason Holmes  
Date: 6-16-2025  
Re: Project 10-25 Concrete Street Patch Program

### Background information:

The Engineering Department and Street Department have identified various areas in need of concrete street panel replacement for which we have budgeted funds in the 2025 Capital Improvement Plan. The City will also contract with KU to add any winter water main break patches to create a larger replacement project.

The Engineering Department improperly recommended awarding the contract on May 5<sup>th</sup>. Due to a material error in our official notice for the bid opening and in the contract documents, the contract would not have been legal and was not executed by the city.

An appropriate bid opening with amended documents was held on June 11<sup>th</sup>. The department has reviewed and analyzed the new bids received from Al Dix Construction, Vinton Construction, and Highway Landscapers, received on June 11<sup>th</sup>, 2025, for the project and a bid tabulation is included.

### Strategic Plan:

This project is for the safety and wellbeing of travelers on City streets.

**Budget:** \$200,000 was budgeted for the Capital Improvement Plan for 2025. Some of the expense will be invoiced to KU for watermain break patches.

### Staff Recommended Action:

Authorize the Engineering Department to award Project #10-25 – Concrete Street Patch Program– to Al Dix Concrete for \$190,850.00.

**PROJECT 10-25  
2025 STREET PATCH PROGRAM**

**BID TABULATION**

**CITY OF KAUKAUNA  
ENGINEERING DEPARTMENT  
6-12-2025 JH/Eng Dept.**

			AL DIX CONCRETE KAUKAUNA, WI		VINTON CONSTRUCTION TWO RIVERS, WI		HIGHWAY LANDSCAPERS LITTLE CHUTE, WI	
ITEM NUMBER & DESCRIPTION	BID	QUANTITY	UNIT PRICE	TOTAL PRICE				
1. FURNISH MOBILIZATION	LUMP	SUM	\$40,000.00	\$40,000.00	\$15,000.00	\$15,000.00	\$12,000.00	\$12,000.00
2. SAW CUTTING	LUMP	SUM	\$3,000.00	\$3,000.00	\$8,500.00	\$8,500.00	\$4,500.00	\$4,500.00
3. R&R 9" DOWELED PAVEMENT	250.00	S.Y.	\$120.00	\$30,000.00	\$150.00	\$37,500.00	\$205.00	\$51,250.00
4. R&R 6" DOWELED PAVEMENT	450.00	S.Y.	\$100.00	\$45,000.00	\$129.00	\$58,050.00	\$138.00	\$62,100.00
5. R&R 8" DOWLED PAVEMENT	250.00	S.Y.	\$110.00	\$27,500.00	\$135.00	\$33,750.00	\$158.00	\$39,500.00
6. R&R 3" ASPHALT PAVEMENT	30.00	S.Y.	\$80.00	\$2,400.00	\$135.00	\$4,050.00	\$165.00	\$4,950.00
7. R&R 4" CONCRETE SIDEWALK	250.00	S.F.	\$11.00	\$2,750.00	\$30.00	\$7,500.00	\$12.00	\$3,000.00
8. R&R 6" CONCRETE SIDEWALK	250.00	S.F.	\$12.00	\$3,000.00	\$20.00	\$5,000.00	\$15.00	\$3,750.00
9. F&I 30" CURB AND GUTTER	150.00	L.F.	\$75.00	\$11,250.00	\$75.00	\$11,250.00	\$115.00	\$17,250.00
10. F&I MANHOLE ADJUSTMENTS	5.00	EACH	\$750.00	\$3,750.00	\$650.00	\$3,250.00	\$950.00	\$4,750.00
11. F&I CURB RAMP WARNING FIELDS	4.00	EACH	\$400.00	\$1,600.00	\$500.00	\$2,000.00	\$600.00	\$2,400.00
11. F&I TURF RESTORATION	20.00	S.Y.	\$30.00	\$600.00	\$100.00	\$2,000.00	\$35.00	\$700.00
12. F&I EROSION CONTROL	LUMP	SUM	\$10,000.00	\$10,000.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
13. F&I TRAFFIC CONTROL	LUMP	SUM	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00	\$5,500.00	\$5,500.00
<b>TOTAL</b>				<b>\$190,850.00</b>		<b>\$204,350.00</b>		<b>\$213,150.00</b>

**TO:** Kaukauna Board of Public Works and Common Council  
**FROM:** East Central Wisconsin Regional Planning Commission  
**DATE:** 6/16/2025  
**RE:** SS4A Planning Grant Application

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East Central Wisconsin Regional Planning Commission (ECWRPC) adopted a Comprehensive Safety Action Plan (CSAP) at the Commission Board Meeting on January 25, 2024 for the Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations (MPOs). <https://www.ecwrpc.org/wp-content/uploads/2024/04/Comprehensive-Safety-Action-Plan.pdf>. It was amended on March 28, 2024 to align with newer requirements of the Safe Streets and Roads for All (SS4A) program. The CSAP identifies High-Injury Networks (HIN) for each MPO and individual municipalities that pinpoint dangerous road corridors and intersections based on crash analysis modeling that indexes crashes resulting in fatalities or serious injuries and environmental factors that increase crash risk. The County Highway (CTH) KK corridor was identified on page 335 in the CSAP as the top priority project with 823 crashes: 9 serious injuries and 3 fatalities, between 2018 and 2022. This corridor has also been identified within the Appleton (Fox Cities) MPO deficiency network within the Congestion Management Process.

East Central Wisconsin Regional Planning Commission, designated as the Appleton (Fox Cities) MPO has been working with communities within the MPO to identify two projects for the Safe Streets and Roads for All Grant: the County Highway Traffic Impact Study/Corridor Study and the City of Appleton Comprehensive Bicycle and Pedestrian Plan.

**Project 1: County Highway KK Transportation Corridor Study**

Transportation Corridor Study to analyze the impacts of new and upcoming growth on County Highway (CTH) KK and to determine the level of upgrades and improvements necessary to improve safety for all users. The CTH KK study will span 4.5 miles between East John Street and 55. The issues on CTH KK are attributed to congestion due to Interstate 441 and considerable development along the corridor. It's expected that congestion will worsen with known planned developments including: – Kaukauna Middle School, subdivision in Combined Locks, Subdivisions and development in the Village of Harrison, City of Appleton Industrial Park, which will exacerbate existing problems due to increasing traffic volumes. At its busiest point, the urban section of the CTH KK corridor sees 33,800 vehicles in a 24-hour period (as recorded by WisDOT on August 21, 2023 at the intersection of Stoney Brook Road and CTH KK). The rural section of CTH KK sees 12,400 vehicles at its busiest point (as recorded by WisDOT on November 11, 2023 at the intersection of Gina Dr. and CTH KK).

The CTH KK corridor is a regional corridor and the boundary between two counties, Calumet and Outagamie; stretches through four municipalities; the City of Appleton, the Village of Harrison, the Town of Buchanan, and the City of Kaukauna. ECWRPC, as the designated Appleton (Fox Cities) MPO, will apply for funds to develop a transportation corridor study to include an updated road safety audit and recommendations for a

roadway safety plan to prevent transportation-related deaths and injuries along the CTH KK corridor. The estimated project cost for the study is \$800,000.

As the designated Appleton (Fox Cities) MPO, ECWRPC intends to apply for an SS4A Planning and Demonstration Grant. The SS4A grant program will fund projects at up to 80% of the cost of the two projects, requiring a local match of at least 20%, which may be higher if the awarded amount is less than 80%. The City of Appleton will be responsible for the 20% match for the Bike and Pedestrian Master Plan and demonstration kit. ECWRPC is committed to writing and submitting the grant application and administration as well as overseeing the grant management and reporting. Additionally, ECWRPC may provide updated traffic counts, crash data analysis and a speed study for the corridor project. This will be in the form a staff time that cannot be used as match due to MPO staff time being federally funded. Therefore, each partner municipality will divide the 20% local match as indicated in the chart below.

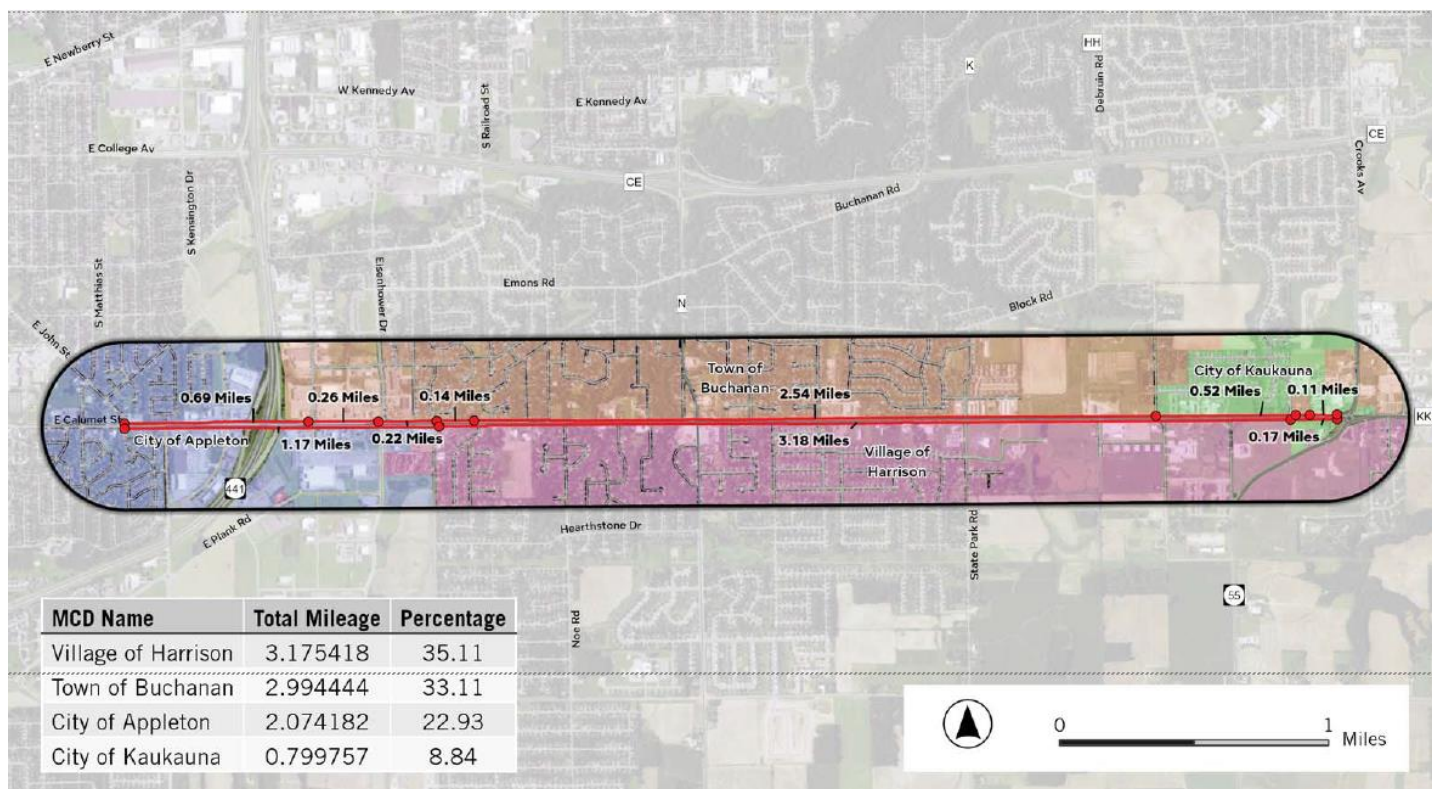
The two Counties will account for 50% of the match to be split between the Outagamie and Calumet. It is County policy that local municipalities must share projects costs 50:50. The remaining 50% match will be divided among the four local municipalities by road frontage. Road frontage is calculated by ECWRPC GIS staff based on the frontage of the North & South side of CTH KK corridor (John Street to STH 55) so it is doubled to account for both sides of the road. The chart below shows the breakdown of mileage for each municipality. The percentage in the mileage chart below was then divided by 2 to equal the percent share for each municipality and includes rounding up to reach the proposed \$800,000 to be split by the 4 municipalities.

<b>DRAFT SS4A GRANT LOCAL MATCH PRORATION</b>						
<b>Note: Local match can be in-kind</b>						
	<b>PERCENT</b>	<b>AMOUNT</b>				
<b>TOTAL GRANT</b>		<b>\$ 800,000</b>				
FED	80%	\$ 640,000				
LOCAL MATCH	20%	\$ 160,000				
<b>LOCAL MATCH PRORATION</b>						
OUTAGAMIE	25%	\$ 40,000				
CALUMET	25%	\$ 40,000				
				<b>%</b>	<b>Length (Miles)</b>	<b>MCD</b>
APPLETON	11.5%	\$ 18,348		22.9%	2.074182	City of Appleton
HARRISON	17.6%	\$ 28,089		35.1%	3.175418	Village of Harrison
BUCHANAN	16.6%	\$ 26,488		33.1%	2.994444	Town of Buchanan
KAUKAUNA	4.4%	\$ 7,075		8.8%	0.799757	City of Kaukauna
		\$ 80,000		100%	9.043801	



Receipt of a 2025 SS4A Planning and Demonstration Grant will allow the MPO to enter into a contract on a transportation corridor and multimodal study. The findings of these studies will support applying for future implementation funding to advance the recommendations of the studies. Both studies are viewed as a catalyst for future studies and projects that can be utilized throughout the region as an example of best practices to increase safety for all roadway users.

**Staff Recommendation:** Approve the resolution of support for SS4A Planning Grant Application and recommend approval of the same to Common Council.





## RESOLUTION NO. \_\_\_\_\_

### RESOLUTION OF SUPPORT FOR 2025 SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT APPLICATION

WHEREAS the Safe Streets and Roads for All (hereafter, SS4A) Transportation Grants Program provides dedicated, discretionary funding for transportation infrastructure projects of local or regional significance; and

WHEREAS eligible projects for Federal Fiscal Year 2025 SS4A Grants Program include Planning and Demonstration projects to prevent roadway fatalities and serious injuries in a locality or region or on Tribal land; and

WHEREAS the East Central Wisconsin Regional Planning Commission (ECWRPC) adopted a Comprehensive Safety Action Plan (CSAP) 1-25-2024 for the Appleton (Fox Cities) and Oshkosh Metropolitan Planning Organizations (MPOs) and was amended on 3-28-2024 to align with newer requirements of the SS4A program; and

WHEREAS the CSAP identifies High-Injury Networks (HIN) for each MPO and individual municipalities that pinpoint dangerous road corridors and intersections based on crash analysis modeling that indexes crashes with fatalities or serious injuries and environmental factors that increase crash risk; and

WHEREAS the County Highway (CTH) KK corridor was identified on page 335 in the CSAP as the top priority project with 823 crashes: 9 serious injuries and 3 fatalities, between 2018 and 2022; and

WHEREAS the CTH KK corridor is the boundary between two counties; Calumet and Outagamie, and stretches through four municipalities: the City of Appleton, the Village of Harrison, the Town of Buchanan, and the City of Kaukauna; and

WHEREAS the ECWRPC, as the MPO, intends to apply for an \$800,000 SS4A grant for the development of a corridor study to include an updated road safety audit and recommendations for a roadway safety plan to prevent transportation-related deaths and injuries along the CTH KK corridor; and

WHEREAS each municipality will provide their portion of local match funding of the 20% required by the SS4A Grant Program as approximated in the chart; and

	PERCENT	AMOUNT				
TOTAL PROJECT COST		\$ 800,000				
FED	80%	\$ 640,000				
LOCAL MATCH	20%	\$ 160,000				
LOCAL MATCH PRORATION						
OUTAGAMIE	25%	\$ 40,000				
CALUMET	25%	\$ 40,000				
		\$ 80,000				
				%	Length (Miles)	MCD
APPLETON	11.5%	\$ 18,348		22.9%	2.074182	City of Appleton
HARRISON	17.6%	\$ 28,089		35.1%	3.175418	Village of Harrison
BUCHANAN	16.6%	\$ 26,488		33.1%	2.994444	Town of Buchanan
KAUKAUNA	4.4%	\$ 7,075		8.8%	0.799757	City of Kaukauna
		\$ 80,000		100%	9.043801	

NOW THEREFORE BE IT RESOLVED that City of Kaukauna supports and approves the application towards FFY 2025 SS4A Planning and Demonstration funding and directs ECWRPC staff to submit the application.

Introduced and adopted this 17<sup>th</sup> day of June 2025.

APPROVED: \_\_\_\_\_  
Anthony J. Penterman, Mayor

ATTEST: \_\_\_\_\_  
Kayla Nessmann, Clerk



# MEMO

## Engineering Department

To: Board of Public Works  
From: John Neumeier  
Date: June 16, 2025  
Re: 2024 Compliance Maintenance Annual Report (CMAR) to DNR

### Background information:

Per Wisconsin DNR: Chapter NR 208, Wis. Adm. Code is more commonly known as the Compliance Maintenance Annual Report (CMAR) rule for publicly and privately owned domestic wastewater treatment works. The CMAR is a self-evaluation tool that promotes the owner's awareness and responsibility for wastewater collection and treatment needs, measures the performance of a wastewater treatment works during a calendar year, and assesses its level of compliance with permit requirements.

This report provides the following information to help:

- Describes the management and physical condition of the wastewater treatment works during the previous calendar year.
- Assesses system performance and wastewater maintenance activities.
- Evaluates compliance with WPDES permit requirements.
- Provides an objective analysis to determine whether a more detailed evaluation of the wastewater facility is needed.
- Identifies proposed actions necessary to maintain regulatory compliance.
- A new section looks at energy usage for lift stations within the system.

City of Kaukauna has achieved an overall grade of "A" in 2024 reporting, which requires no formal corrective actions. A Resolution acknowledging that the report has been completed and reviewed is required and is on the Common Council agenda tomorrow. Recommended collection system response and an overall comment/action items from the Council acknowledging the need to continue improvements to City sanitary sewer collection system is being requested.

**Strategic Plan:**

This report assists the City with evaluating the Annual Maintenance and Performance Goals for the sanitary sewer system and determining which items need more attention.

**Budget:**

The budget contains a Sanitary Sewer Utility section for the operation, maintenance, rehabilitation and replacement of the City's sanitary sewer system.

**Staff Recommended Action:**

Receive and place on file the 2024 Compliance Maintenance Annual Report and Recommend Adoption of the **"2024 Compliance Maintenance Annual Report (CMAR) Resolution"** to Common Council (also attached to end of report).

# Compliance Maintenance Annual Report

Item 2.d.

## Kaukauna Sewage Collection System

Last Updated: Reporting For:  
6/10/2025 **2024**

### Financial Management

#### 1. Provider of Financial Information

Name:

William Van Rossum

Telephone:

9207666312

(XXX) XXX-XXXX

E-Mail Address  
(optional):

wvanrossum@kaukauna-wi.org

#### 2. 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:

2023

● 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., CWP 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)

0

#### REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

#### 3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year:

2023

● 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

\$ 7,876,405.00

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

\$ 1,122,687.00

##### 3.2.3 Adjusted January 1st Beginning Balance

\$ 6,753,718.00

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+ \$ 4,829,922.00

# Compliance Maintenance Annual Report

Item 2.d.

## Kaukauna Sewage Collection System

Last Updated: Reporting For:  
6/10/2025 **2024**

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

- \$ 4,143,770.00

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

\$ 7,439,870.00

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.

2024 Sanitary Sewer Budget, shows 2024 expenses. Detailed ledger is available upon request.

3.3 What amount should be in your Replacement Fund? \$ 1.00

0

Please note: If you had a CWWP 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	Desnoyer Street Area Utility Relay	\$1,250,000	2025
2	Sanitary CIPP-River Street and easement	\$200,000	2025
3	Sanitary Relay- Linda Ct and Theilen Av	\$600,000	2025
4	Sanitary Relay -Diedrich St, Jefferson St, Margaret St, Maria St, and Idlewild	\$750,000	2026
5	Industrial Park sanitary sewer relay	\$1,600,000	2026
6	Sanitary Relay - Sullivan Avenue Area Phase 1	\$925,000	2027
7	Sanitary Relay - Lincoln Street Area	\$1,200,000	2028
8	Sanitary Relay - Sullivan Avenue Area Phase 2	\$1,200,000	2029

## 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: 7

# Compliance Maintenance Annual Report

Item 2.d.

Kaukauna Sewage Collection System

Last Updated: Reporting For:  
6/10/2025 2024

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	12,636	
February	13,294	
March	11,887	
April	13,553	
May	11,836	
June	13,258	
July	15,372	
August	14,353	
September	13,032	
October	10,497	
November	12,218	
December	10,816	
Total	152,752	0
Average	12,729	0

6.1.2 Comments:

The City's annual sanitary sewer flows and the annual electric usage both went up roughly 7%

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:

N/A

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

● No

○ Yes

Year:

By Whom:

Describe and Comment:



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?	
During systematic upgrades to lift stations, energy efficiency will be a determining factor for equipment.	

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

# Compliance Maintenance Annual Report

Item 2.d.

Kaukauna Sewage Collection System

Last Updated: Reporting For:  
6/10/2025 2024

## 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:

Specific 2024 Numerical Goals and Results are found in Appendix IV of the city CMOM. A summary is attached.  
Overall System goals:  
1)No sanitary sewer overflows  
2)No basement backups due to lack of mainline maintenance  
3)No infrastructure failure(street or sewer collapse) due to lack of maintenance  
4)Maintain capacity for community and industrial growthwithin the City and HOVMSD interceptor  
5)Review and update City Sewer Use /ordinance and maintain compliance with WIDNR and HOVMSD ordinances  
6)Assist HOVMSD in implementation of a FOG control program.  
7)Continue to identify and eliminate illegal sump discharges, cross connections, and other illicit connections  
8)Design and implement an on going sewer condition evaluation program  
9)Maintain an adequate budget to perform necessary maintenance of sewer system  
10)Maintain and update records to ensure accurate and efficient data management

Did you accomplish them?

- Yes
- No

If No, explain:

Experienced 1 basement backup in 2024v- related to system Maintenace.

- ☒ 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?

Municipal Ordinance-Sewer Use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2023-07-05

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

# Compliance Maintenance Annual Report

Item 2.d.

## Kaukauna Sewage Collection System

Last Updated: Reporting For:  
6/10/2025 **2024**

- ☒ 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
    - ☒ 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:

0

- ☒ 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:

## 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.

Cleaning	<input type="text" value="23.3"/>	% of system/year
Root removal	<input type="text" value=".2"/>	% of system/year
Flow monitoring	<input type="text" value="100"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year

Sewer line  
televising

# Compliance Maintenance Annual Report

Item 2.d.

## Kaukauna Sewage Collection System

Last Updated: Reporting For:  
6/10/2025 **2024**

Manhole inspections	4.2	% of system/year
Lift station O&M	20	% of system/year
Manhole rehabilitation	5	# per L.S./year
Mainline rehabilitation	1.7	% of manholes rehabbed
Private sewer inspections	1.7	% of sewer lines rehabbed
Private sewer I/I removal	2.5	% of system/year
River or water crossings	1.7	% of private services
	100	% 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.

29.27	Total actual amount of precipitation last year in inches
31.08	Annual average precipitation (for your location)
87.1	Miles of sanitary sewer
7	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
2	Number of basement backup occurrences
20	Number of complaints
2.41	Average daily flow in MGD (if available)
3.26	Peak monthly flow in MGD (if available)
11.56	Peak hourly flow in MGD (if available)

#### 3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.02	Basement backups (number/sewer mile)
0.23	Complaints (number/sewer mile)
1.4	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
4.8	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

### 4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **				
	Date	Location	Cause	Estimated Volume
None reported				

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

5. Infiltration / Inflow (I/I)

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

● Yes

○ No

If Yes, please describe:

I&I could be detected at metering stations, specifically after rain events and changes in the river level.

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:

High water alarms, lift station pumps plugged with rags and other debris. The Augustine Street and CTH"CE" lift station pumps could not keep up with some of the high flows.

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

Approximately 7,815 feet of deteriorated clay, concrete, and truss main and approximately 99 service laterals were replaced or rehabilitated as part of the City's rehabilitation projects in 2024. In addition, some temporary manhole improvements were made in the river to reduce inflow.

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

The City continues to replace and rehabilitate the sanitary sewer and manholes throughout the City. The City has an annual sanitary sewer replacement program in place

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

Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

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)

## RESOLUTION NO. \_\_\_\_\_

**2024 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR) RESOLUTION**

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Department of Natural Resources for the governing body to file a Compliance Maintenance Annual Report (CMAR) for its wastewater collection system under Wisconsin Administrative Code NR 208:

WHEREAS, the governing body has reviewed the Compliance Maintenance Annual Report (CMAR);

WHEREAS, it is necessary to provide recommendations or an action response plan for the Collection Systems CMAR section grades of "C" or less and/or an overall grade point average <3.00, or if a Sanitary Sewer Overflow was reported;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Kaukauna that the following recommendations or actions will be taken to address or correct problems/deficiencies of the wastewater treatment or collection system as identified in the Compliance Maintenance Annual Report (CMAR):

- 1) Continue systematic inspection, rehabilitation, and replacement of sanitary sewer collection system to maintain zero sanitary sewer overflows and assure capacity of the system for future growth.

Introduced and adopted this 17<sup>th</sup> day of June 2025.

APPROVED: \_\_\_\_\_  
Anthony J. Penterman, Mayor

ATTEST: \_\_\_\_\_  
Kayla Nessmann, Clerk