PUBLIC WORKS COMMITTEE MEETING AGENDA

June 10, 2025 at 6:15 PM

303 Mansion Street Mauston, WI

1. **Call to Order/Roll Call**
2. **Discussion and Action relating to Minutes**
   a. May 27, 2025
3. **Director of Public Works**
   a. Discussion and Recommendation Regarding Resolution 2025-10 for the DNR Compliance Maintenance Annual Report (CMAR)
   b. 2024 CMAR Report
4. **Adjourn**

NOTICE:

It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order. It is also possible that a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact City Administrator Daron Haugh (608) 747-2704.

Any member of the public wishing to join the meeting telephonically should call City Hall by 4pm the day of the meeting. Staff will be happy to provide instructions on joining the meeting by phone. City Hall main number: 608-847-6676

PUBLIC WORKS COMMITTEE MINUTES

May 27, 2025 at 6:10 PM

303 Mansion Street Mauston, WI

1. **Call to Order/Roll Call:** The Public Works Committee was called to order on Tuesday, May 13, 2025, at 6:10 p.m. by member Rick Noe. Attending members included Kayla Thomas, Rick Noe, and Mary Bender. Director of Public Works Rob Nelson, Administrator Daron Haugh, and Municipal Court Clerk Carole Wolff were also present.
2. **Minutes:** Motion made by Thomas, seconded by Noe, to approve the minutes of May 13, 2025. Motion carried.
3. **Olympic Builders Pay App # 12:** Motion made by Thomas, seconded by Bender, to recommend council approval of Pay App #12 of $327,220.47. Motion carried.
4. **Olympic Builders Pay App #13:** Motion made by Noe, seconded by Bender, to recommend council approval of Pay App #13 of $577,439.45. Motion carried.
5. **Cemetery Columbarium Pricing:** Motion made by Bender, seconded by Thomas, to recommend council approval of the increased Columbarium pricing. Motion carried.
6. **Adjourn:** Motion made by Noe, seconded by Bender, to adjourn. Motion carried at 6:20 p.m.

_____ _____

Chair Date

CITY OF MAUSTON
RESOLUTION 2025-10
RESOLUTION FOR THE DEPARTMENT OF NATURAL RESOURCES
COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR)

WHEREAS, the City of Mauston operates a public wastewater treatment plant under the guidelines set forth by the Wisconsin Department of Natural Resources and the Wisconsin Administrative Code, and

WHEREAS, Chapter NR208 of the Wisconsin Administrative Code refers to form 3400-130, revised 12-92, the Compliance Maintenance Annual Report.

NOW, THEREFORE, be it resolved that the Common Council of the City of Mauston has reviewed the completed Compliance Maintenance Annual Report for its facility and has approved the following:

1. To continue upkeep, maintenance, additions, and modifications to the plan, and the sewer system as a whole, to maintain continual compliance with current standards.

2. To investigate and implement procedures to comply with new regulations and monitoring standards as they apply to the facility.

3. In general, to maintain a safe, functional facility for the good of the City of Mauston and the State of Wisconsin.

Adopted this ___ day of June 2025

APPROVED **ATTEST**

_____ _____
Darryl Teske, Mayor Daron J. Haugh, City Administrator/Clerk

Vote: ____ aye ____no ____abstention ____absent

Compliance Maintenance Annual Report

Mauston Wastewater Treatment Facility

Last Updated: 6/2/2025

Reporting For: **2024**

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

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

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	0.4132	x	203	x	8.34	=	701
February	0.3671	x	250	x	8.34	=	765
March	0.3959	x	276	x	8.34	=	911
April	0.4997	x	237	x	8.34	=	986
May	0.7473	x	202	x	8.34	=	1,257
June	0.7446	x	179	x	8.34	=	1,113
July	1.0347	x	187	x	8.34	=	1,609
August	0.6771	x	233	x	8.34	=	1,318
September	0.5418	x	247	x	8.34	=	1,115
October	0.5440	x	264	x	8.34	=	1,199
November	0.5988	x	253	x	8.34	=	1,265
December	0.5664	x	248	x	8.34	=	1,169

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	1.5	x	90	=	1.35
		x	100	=	1.5
Design BOD, lbs/day	2480	x	90	=	2232
		x	100	=	2480

2.2 Verify the number of times the flow and 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 BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					**0**

0

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Mauston Wastewater Treatment Facility

Last Updated: 6/2/2025

Reporting For: **2024**

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

● Yes — Enter last calibration date (MM/DD/YYYY): 2025-03-11

○ 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?

Septic Tanks	Holding Tanks	Grease Traps
○ Yes	○ Yes	○ Yes
● No	● No	● No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

○ Yes _____ gallons

● No

Holding Tanks

○ Yes _____ 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.

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.

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

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Mauston Wastewater Treatment Facility

Last Updated: 6/2/2025

Reporting For: **2024**

- ○ 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.

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

Compliance Maintenance Annual Report

Mauston Wastewater Treatment Facility

Last Updated: 6/2/2025

Reporting For: **2024**

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	6	1	0	0
February	30	27	10	1	0	0
March	30	27	17	1	0	0
April	30	27	16	1	0	0
May	30	27	8	1	0	0
June	30	27	4	1	0	0
July	30	27	4	1	0	0
August	30	27	7	1	0	0
September	30	27	12	1	0	0
October	30	27				
November	30	27	6	1	0	0
December	30	27	7	1	0	0
* Equals limit if limit is <= 10						
Months of discharge/yr				11		
Points per each exceedance with 11 months of discharge					8	3
Exceedances					0	0
Points					0	0
Total number of points						**0**

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?

No violations

2. Flow Meter Calibration

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

● Yes — Enter last calibration date (MM/DD/YYYY): 2025-03-11

○ No

If No, please explain:

3. Treatment Problems

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

None

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?

○ Yes

● No

Compliance Maintenance Annual Report

Mauston Wastewater Treatment Facility

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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

Mauston Wastewater Treatment Facility

Last Updated: 6/2/2025

Reporting For: **2024**

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	7	1	0	0
February	30	27	9	1	0	0
March	30	27	14	1	0	0
April	30	27	18	1	0	0
May	30	27	6	1	0	0
June	30	27	2	1	0	0
July	30	27	5	1	0	0
August	30	27	17	1	0	0
September	30	27	15	1	0	0
October	30	27				
November	30	27	2	1	0	0
December	30	27	1	1	0	0
* Equals limit if limit is <= 10						
Months of Discharge/yr				11		
Points per each exceedance with 11 months of discharge:					**8**	**3**
Exceedances					0	0
Points					0	0
Total Number of Points						**0**

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?

No violations

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

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Mauston Wastewater Treatment Facility

Last Updated: 6/2/2025

Reporting For: **2024**

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 Exceedance	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 Exceedance
January	55	108	5.8	0	3.5	4.2	6.7	8.8	0
February	55	108	12.5	0	12	12	13	13	0
March	55	108	13.25	0	12	13	14	14	0
April	102	108	12.5	0	13	13	13	11	0
May	102	108	7.5	0	9.3	8.6	7.7	4.4	0
June	75	108	.92	0	1.9	.8	.55	.43	0
July	75	108	0	0	0	0	0	0	0
August	75	108	.405	0	.23		.58		0
September	75	108	3.2	0			3.7	2.7	0
October	58	108		0					0
November	58	108	.675	0	1.2	.56	0	.94	0
December	58	108	3.45	0	1.2	2.7	4.2	5.7	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**

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?

No violations

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

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Mauston Wastewater Treatment Facility

Last Updated: 6/2/2025

Reporting For: **2024**

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	0.448	1	0
February	1	0.476	1	0
March	1	0.563	1	0
April	1	0.574	1	0
May	1	0.568	1	0
June	1	0.354	1	0
July	1	0.485	1	0
August	1	0.280	1	0
September	1	0.368	1	0
October	1			
November	1	0.875	1	0
December	1	0.321	1	0
Months of Discharge/yr			11	
Points per each exceedance with 11 months of discharge:				**11**
Exceedances				0
Total Number of Points				**0**

0

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?

No violations

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

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Mauston Wastewater Treatment Facility

Last Updated: 6/2/2025

Reporting For: **2024**

Ponds And Lagoon Leakage

1. Pond Lining

1.1 What material was used to line your ponds?

PVC sheeting liner

2. Flow Measurements

2.1 Did you measure influent flow to your wastewater ponds or lagoons?

- ● Yes (0 points)☐☐
- ○ No (40 points) (Go to question 6)☐☐

2.1.1 Method of influent flow measurement:

Ultrasonic flow

2.2 Did you measure effluent flow discharged from your wastewater system either to the land disposal system or to the receiving stream?

0

- ● Yes (0 points) ☐☐
- ○ No (40 points) (Go to question 6)☐☐
- ○ No Discharge (0 points)

2.2.1 Method of effluent flow measurement:

9-inch Parshall flume and overhead transducer.

3. Total Flow Volumes

3.1 Total monthly influent and effluent flow volumes from the pond/lagoon system during the last calendar year.

Total Monthly Influent Volume		Total Monthly Effluent Volume
12.81	JANUARY	13.197
10.647	FEBRUARY	11.712
12.274	MARCH	12.924
14.992	APRIL	16.401
23.165	MAY	21.511
22.338	JUNE	22.124
32.075	JULY	33.592
20.989	AUGUST	20.262
16.254	SEPTEMBER	9.556
16.865	OCTOBER	3.514
17.964	NOVEMBER	22.148
17.559	DECEMBER	13.291
217.9320	**YEARLY TOTAL**	**200.2320**

3.2 From the Yearly Total influent and effluent volumes above, total effluent is divided by total influent and converted to a percent of volume loss.

Total effluent, MG => 200.2320

---------- ---------- = 0.919 <= effl / infl ratio

Total influent, MG => 217.9320

Conversion to a percent of volume loss:

(1-effl/infl ratio) * 100 = 8.1 % of influent lost and not discharged with effluent

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Reporting For: **2024**

4. Surface Area

4.1 What was the total wastewater surface area of the ponds/lagoons at operating level (do not include seepage cells)?

27 Acres

5. Leakage Rate Estimation

5.1 Total influent volume (in MG) minus total effluent volume (in MG) plus or minus the change in pond/lagoon storage (in MG) is the net wastewater loss. The net loss divided by 0.000365 equals the estimated leakage amount in gpd.

Total Annual Influent (MG)	217.9320	
Total Annual Effluent (MG)	200.2320	
Estimated Net Loss (MG)	17.7000	
Estimated Leakage Amount (gpd)		48493

If you have a *Department approved* method for determining a change in storage volume, enter the storage change last year in MG below.

○ Storage Increase: Enter amount in MG ->

○ Storage Decrease: Enter amount in MG ->

5.2 CMAR Estimated Leakage Rate in gallons per acre per day (gpad): The CMAR Estimated Leakage Rate in gpad is the leakage amount in gpd (from part 5.1) divided by the total pond surface area (from question 4).

Leakage Amount (gpd)		Acres		CMAR Estimated Leakage Rate
48493	divided by	27	=	1796

6. On Site Leakage Testing

6.1 Did you conduct and on-site, field water balance/leakage test on your ponds or lagoons that was approved by the Department and is still valid?

○ Yes Year

● No

If yes, what was the field Test Calculated Leakage Rate for your ponds/lagoons?

gpad

NOTE: if 6.1 is answered Yes, the value entered above in gpad will be used in 7.1 to compute points generated.

6.2 Leakage Rate Comments:

7. Estimated Leakage Rate and Points

7.1 The CMAR Estimated Leakage Rate (from 5) is used to determine the points generated in the table below.

If an approved field test was conducted and the results are still valid and accepted by the Department, the Field Calculated Leakage rate (from 5.2) is used to determine the points earned from the table below

gpad	points
0 - 1,000	0
1,001 - 2,000	10
2,001 - 4,000	20
4,001 - 7,000	30
> 7,000	40

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Mauston Wastewater Treatment Facility

Last Updated: 6/2/2025

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Based on the leakage rate in gpad, the points earned are:	**10**

Total Points Generated	10
Score (100 - Total Points Generated)	90
Section Grade	**B**

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Mauston Wastewater Treatment Facility

Last Updated: 6/2/2025

Reporting For: **2024**

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:

Lagoons

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

572.4 acres

2.1.2 How many acres did you use?

239.2 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year? **0**

- ○ Yes (30 points)
- ● No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

- ● Yes
- ○ No (10 points)
- ○ N/A

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. 002 - Lagoon 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						<6.1								0	0
Cadmium		39	85						1.6								0	0
Copper		1500	4300						680								0	0
Lead		300	840						44								0	0
Mercury		17	57						<.021								0	0
Molybdenum	60		75						<.82							0		0
Nickel	336		420						<.44							0		0
Selenium	80		100						<1.7							0		0
Zinc		2800	7500						12								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)

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○ 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
○ 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)

0

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?

None exceeded the limit.

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:	**002**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 12/31/2024
Density:	0
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	From lagoon 5

Outfall Number:	**002**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2024 - 12/31/2024
Density:	52,200
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	From lagoon 1

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

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If yes, what action was taken? **0**

5. Vector Attraction Reduction (per outfall): **0**

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:	**002**
Method Date:	12/31/2024
Option Used To Satisfy Requirement:	Incorporation when land apply
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 **0**

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:

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

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Last Updated: 6/2/2025

Reporting For: **2024**

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:

Trained staff to perform maintenance needs.

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

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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: ROBERT A NELSON

Certification No: 20512

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

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- ● Yes (0 points)
- ○ No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- ○ Yes
- ○ No
- ● N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- ○ Yes
- ● No
- ○ N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

0

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

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☐ 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 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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Financial Management

1. Provider of Financial Information

Name: Daron Haugh

Telephone: 608-747-2704 (XXX) XXX-XXXX

E-Mail Address (optional): dhaugh@mauston.com

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., 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)

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		$ 603,219.43
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	$ 18,456.39
3.2.3 Adjusted January 1st Beginning Balance		$ 621,675.82
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$ 0.00

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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 $ 621,675.82

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.

3.3 What amount should be in your Replacement Fund? $ 602,828.57

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	Sewer equipment upgrades and replacement, SCADA update, Lift Station generator,	$9,000,000	2024

5. Financial Management General Comments

None

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: 12

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	27,959	
February	25,565	
March	27,122	
April	24,047	
May	23,954	
June	20,668	
July	20,578	
August	16,597	
September	13,633	
October	21,879	
November	30,734	
December	35,886	
Total	**288,622**	**0**
Average	**24,052**	**0**

6.1.2 Comments:

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: 2022

By Whom: WRWA

Describe and Comment: Dan Wundrow completed an energy audit in the facility and made recommendations.

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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?

Installing new pumps at the main lift station. New air raiders in the lagoons.

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	71,509	12.81	5,582	21.73	3,291	
February	64,162	10.65	6,025	22.19	2,891	
March	68,854	12.27	5,612	28.24	2,438	
April	66,141	14.99	4,412	29.58	2,236	
May	69,508	23.17	3,000	38.97	1,784	
June	61,577	22.34	2,756	33.39	1,844	
July	65,135	32.08	2,030	49.88	1,306	
August	76,560	20.99	3,647	40.86	1,874	
September	61,960	16.25	3,813	33.45	1,852	
October	73,585	16.86	4,364	37.17	1,980	
November	73,333	17.96	4,083	37.95	1,932	
December	77,127	17.56	4,392	36.24	2,128	
Total	**829,451**	**217.93**		**409.65**		**0**
Average	**69,121**	**18.16**	**4,143**	**34.14**	**2,130**	**0**

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:

None

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?

Installing new pumps at the main lift station. New air raiders in the lagoons.

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

- ● No
- ○ 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?

- ○ No
- ● Yes

☒ Entire facility

Year: 2022

By Whom: Dan Wundrow

Describe and Comment:

We utilized WRWA circuit rider for an energy audit to make recommendations.

☐ 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:

Continue collection system replacement
Lift station improvement

Did you accomplish them?

- ● Yes
- ○ No

If No, explain:

☒ 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?

City sewer use ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2017-01-01

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 Managment 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.

Cleaning	15	% of system/year
Root removal	0	% of system/year
Flow monitoring	100	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	1	% of system/year
Manhole inspections	10	% of system/year
Lift station O&M	12	# per L.S./year
Manhole rehabilitation	5	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year

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Private sewer I/I removal	0	% of private services
River or water crossings	0	% 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.

44.26	Total actual amount of precipitation last year in inches
34	Annual average precipitation (for your location)
27	Miles of sanitary sewer
12	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
0	Number of complaints
.593	Average daily flow in MGD (if available)
31.93	Peak monthly flow in MGD (if available)
0	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)
0.00	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
53.8	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	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:

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

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- No

If Yes, please describe:

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

sewer manhole cover inlet repairs found during inspections.

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

collection system upgrade and sump pump connection locations

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

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Grading Summary

WPDES No: 0024635

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Ponds	B	3	7	21
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			**44**	**169**
GRADE POINT AVERAGE (GPA) = 3.84				

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 = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Ponds: Grade = B

Biosolids Quality and Management: Grade = A

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. = 3.84