AGENDA FOR PUBLIC WORKS COMMISSION

A Public Works Commission meeting will be held on **Wednesday, May 24, 2023 at 5:30 PM** in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Join Zoom Meeting
https://us06web.zoom.us/j/2708608080?pwd=ZTZ0cmlLVEFEb1dzVDNwdi91UHFYQT09

Meeting ID: 270 860 8080
Passcode: 206751
One tap mobile
+13092053325,,2708608080#,,,,*206751# US

Call to Order - Roll Call

Approve Minutes

April 2023 Minutes

Discussion Items

1. Airport Update
2. Compliance Maintenance Annual Report
3. Discussion and recommendation on a fee for pool permits
4. Project Updates
5. Building Code/Violation Report
6. Payment of Monthly Water & Sewer Bills
7. Departmental Reports
8. Director's Report

Adjourn

NOTICE: It is possible that a quorum of members 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. Please note that, 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 Becki Weyer, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.

MINUTES FOR PUBLIC WORKS COMMISSION

A Public Works Commission was held on **Wednesday, April 26, 2023 at 5:30 PM** in the Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.

Join Zoom Meeting
https://us06web.zoom.us/j/2708608080?pwd=ZTZ0cmlLVEFEb1dzVDNwdi91UHFYQT09

Meeting ID: 270 860 8080
Passcode: 206751
One tap mobile
+13092053325,,2708608080#,,,,*206751# US

Call to Order - Roll Call

John Glynn (P), Dean Peterson (P), Lamont Kiefer (P), Brian Rice (A), Kerwin Greeno (P), Mayor Mike Murray (P), Nicole Hart (A). Quorum Present. Also present, Director Kirk Arity, Brandy Leis, Joe Kube and Mark Rezin.

Approve Minutes

April 2023 Minutes 1st by MM, 2nd by DP. All ayes. Motion approved.

Discussion Items

1) Elect Chair and Vice Chair
    a. 1st by JG, 2nd by DP to nominate Lamont Kiefer as Chairman. All ayes. Motion approved.
    b. 1st by MM, 2nd by DP to nominate John Glynn as Vice Chairman. All ayes. Motion approved.
    c. 1st by DP, 2nd by KG to close nominations. All ayes. Motion approved.
2) Airport Update
    a. Partnering with Sparta for fuel. Blacktopping around T-hangars. Steve Austin was present and advised there is a land line in the flight office and asked if that could be eliminated. He also stated that he works with Volk Field tower quite often and wanted it known how great they are and how much they are appreciated, Director Arity said he would pass that information on to them.
3) Street Closure: 100 Block of E. Council
    a. Director Arity spoke with Rick Eagan about why he wanted the Street closed and he thought it would be safer for those crossing the street to the bathrooms and they would like more room for food trucks.
    b. The committee stated there are crosswalks there for pedestrians to use and suggested food trucks to be parked along Superior Ave. There is also a financial aspect for the City, to pay overtime wages and it is hard to always have the manpower. They suggest if there are more concerns or issues in the future that it should be brought back.
    c. 1st by MM, 2nd by DP to deny closure of E Council. All ayes. Motion approved.
4) Driveway Permit: 240 Alyssa
    a. 1st by DP, 2nd by MM to approve the driveway permit. All ayes. Motion approved.
5) Resolution for Standard Airport Lease
    a. 1st by LK, 2nd by DP to approve Resolution. All ayes. Motion approved.

Minutes will be approved at May PWC meeting.

6) Project Updates
    a. Departments are working on locates for TDS and Brightspeed every day.
7) Payment of Monthly Water & Sewer Bills
    a) Sewer- 1st by MM, 2nd by DP to approve sewer bills as presented. All ayes. Motion approved.
    b) Water-1st by MM, 2nd by DP to approve water bills as presented. All ayes. Motion approved.

8) Departmental Reports
    a. Sewer- Power outage for 4 hours, generator worked great. Helped at Fire Station with setting the new siren pole, water was filling hole so brought jet vac to help. Sucking out storm sewers with jet vac. Put a camera in the Glendale sewers and they look good. Working on five-year permit. Will be pumping out pool for Parks and Rec in the next couple weeks. Took 62 loads of sludge out in two days. Average daily is 1.6 million, had 4 days of 2.1.
    b. Water- 1.3 million a day, skewed due to flushing. Have been doing directional flushing since April 18th. Looks like it is helping as the water is better color. Better quality of water means less chemicals need to be used. Send PFAS samples in March for EPA, will be a long time before hear results. Sent PFAS samples in for DNR, should know in roughly three weeks. Nate Waege represented the water department at Career Day in Wyville. DNR annual inspection will be on Tuesday.
    c. Public Works- Helping at Rec Park with last phase of the rodeo grounds. Patching up streets and fixing plow marks in alleys. Cleaned up the airport dump site. Replacing street signs and straightening them out. The department will have chainsaw training next month. Crack sealing will start next week if the weather is good.
9) Directors Report
    a. Working with Chamber on directional signage. Five-year capital improvement plan used $8 million for a starting off point on a new Public Works shop. Project is projected for 2028.

Adjourn 1st by MM, 2nd by DP at 6:01 PM. All ayes. Motion approved.

Submitted by: Kim Lambert

Minutes will be approved at May PWC meeting.

Resolution No. _____

COMPLIANCE MAINTENANCE RESOLUTION

RESOLVED that the City of Tomah informs the Department of Natural Resources that the following actions were taken by the City Council:

Review of the 2022 Compliance Maintenance Annual Report, which is attached to this Resolution.

Monitor the operation of the wastewater treatment facility to maintain permit compliance.

Implement and complete a Capacity, Management, Operation and Management (CMOM) program once the DNR drafts a final ruling.

Passed by a_____ vote of the Tomah City Council on June 20, 2023.

_____
Mike Murray, Mayor

_____
Rebecca Weyer, City Clerk

STAFF COMMITTEE PREPARATION REPORT

Agenda Item:

Compliance Maintenance Annual Report

Summary and background information:
(Appropriate documents attached)

The Waste Water Treatment Facility has a yearly audit called the Compliance Maintenance Annual Report (CMAR). A requirement with this report calls for a resolution from the City Council, confirming the report has been reviewed by the City of Tomah.

Fiscal Note:

None

Recommendation:

I recommend approval of the CMAR and forward that approval on to the City Council for resolution approval.

Director of Public Works
Kirk Arity

5/14/23
Date

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

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	1.0606	x	342	x	8.34	=	3,028
February	1.0545	x	388	x	8.34	=	3,416
March	1.1495	x	321	x	8.34	=	3,080
April	1.2214	x	293	x	8.34	=	2,988
May	1.3197	x	304	x	8.34	=	3,346
June	1.3865	x	300	x	8.34	=	3,474
July	1.1568	x	317	x	8.34	=	3,056
August	1.0937	x	333	x	8.34	=	3,039
September	1.1025	x	320	x	8.34	=	2,942
October	1.0611	x	423	x	8.34	=	3,743
November	1.0741	x	349	x	8.34	=	3,125
December	1.0842	x	350	x	8.34	=	3,165

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	3.3	x	90	=	2.97
		x	100	=	3.3
Design BOD, lbs/day	4500	x	90	=	4050
		x	100	=	4500

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

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

3. Flow Meter

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

● Yes Enter last calibration date (MM/DD/YYYY) 2022-08-12

o 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

o No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

o 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	o Yes
o No	o No	● No

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

Septic Tanks

● Yes 1,989,295 gallons

o No

Holding Tanks

o Yes 1,893,875 gallons

● No

Grease Traps

o 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.

For the most part things went well.

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?

o Yes

● No

If yes, describe the situation and your community's response.

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.

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

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

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	25	22.5	8	1	0	0
February	25	22.5	12	1	0	0
March	25	22.5	11	1	0	0
April	25	22.5	7	1	0	0
May	15	13.5	6	1	0	0
June	15	13.5	5	1	0	0
July	13	11.7	6	1	0	0
August	13	11.7	4	1	0	0
September	15	13.5	5	1	0	0
October	15	13.5	5	1	0	0
November	25	22.5	5	1	0	0
December	25	22.5	6	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**

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)

2022-08-12

○ No

If No, please explain:

3. Treatment Problems

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

The warm days with cold nights

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

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

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

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	25	22.5	4	1	0	0	
February	25	22.5	6	1	0	0	
March	25	22.5	9	1	0	0	
April	25	22.5	6	1	0	0	
May	15	13.5	6	1	0	0	
June	15	13.5	6	1	0	0	
July	15	13.5	7	1	0	0	
August	15	13.5	5	1	0	0	
September	15	13.5	7	1	0	0	
October	15	13.5	5	1	0	0	
November	25	22.5	4	1	0	0	**0**
December	25	22.5	6	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

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

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	9.4		.162	0					
February	9.4		2.507	0					
March	9.4		.405	0					
April	7.3		.089	0					
May	7.3		.019	0					
June	4.7		0	0					
July	4.7		0	0					
August	4.7		0	0					
September	4.7		0	0					
October	9.4		.045	0					
November	9.4		.018	0					
December	9.4		.178	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?

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

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

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	0.195	1	0
February	1	0.273	1	0
March	1	0.404	1	0
April	1	0.251	1	0
May	1	0.229	1	0
June	1	0.192	1	0
July	1	0.409	1	0
August	1	0.328	1	0
September	1	0.355	1	0
October	1	0.353	1	0
November	1	0.240	1	0
December	1	0.280	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				**10**
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?

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

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

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 - 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	3.1			3			3.4			3				0	0
Cadmium		39	85	.15			.4			.56			.62				0	0
Copper		1500	4300	165			167			216			267				0	0
Lead		300	840	6.6			10.7			16.8			12.4				0	0
Mercury		17	57	.11			.11			.28			.18				0	0
Molybdenum	60		75	3			2.8			2.7			3.8			0		0
Nickel	336		420	20.2			13			16.6			17.2			0		0
Selenium	80		100	<3			2.5			<2.6			3.4			0		0
Zinc		2800	7500	203			155			286			305				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
- ○ 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)

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

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

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:	**005**
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2022 - 03/31/2022
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	Ground frozen

Outfall Number:	**005**
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2022 - 12/31/2022
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We don't land apply, Farmers do that

Outfall Number:	**005**
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2022 - 06/30/2022
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We haul to farmers, and they apply

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

Outfall Number:	**005**
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2022 - 09/30/2022
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We haul to farmers, and they apply

Outfall Number:	**005**
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2022 - 12/31/2022
Density:	9
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Pasteurization
Process Description:	We haul to farmers, and they apply

0

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:	**005**
Method Date:	03/31/2022
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	**005**
Method Date:	12/31/2022
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

Outfall Number:	**005**
Method Date:	06/30/2022
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	**005**
Method Date:	09/30/2022
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	**005**
Method Date:	12/31/2022
Option Used To Satisfy Requirement:	pH Adjustment of Sludge
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

0

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)

0

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:

No issues

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023

Reporting For: **2022**

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

Compliance Maintenance Annual Report

Tomah Wastewater Treatment Facility

Last Updated: 5/9/2023 Reporting For: **2022**

Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing 1.1 Was your wastewater treatment plant adequately staffed last year? ● Yes o 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 o 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) ☐☐ o 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 o 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 o Paper file system o Computer system ● Both paper and computer system o 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 o No	
4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. ● Excellent o Very good o Good o Fair o Poor Describe your rating: Everybody that stops says we have the best-looking plant for its age.	

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Total Points Generated	0
Score (100 - Total Points Generated)	100
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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: BRANDY L LEIS

Certification No: 31636

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				
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		X		
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	NA	X

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)

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
- ☐ 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?

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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.	

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

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Financial Management

1. Provider of Financial Information

Name: Samantha Linehan

Telephone: (608)374-7431 (XXX) XXX-XXXX

E-Mail Address (optional): slinehan@tomahonline.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: 2022

- ● 0-2 years ago (0 points) ☐☐
- ○ 3 or more years ago (20 points)☐☐
- ○ N/A (private facility)

0

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]

3. Equipment Replacement Funds

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

Year: 2022

- ● 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		$ 2,341,652.00
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		$ 2,341,652.00
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$ 8,681.00

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 $ 2,350,333.00

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.

3.3 What amount should be in your Replacement Fund? $ 1,800,000.00 **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
- o 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.☐☐
- o No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Phosphorous trading plan	$33,100,000	2023
2	Replace grit and bar screen	$400,000	2023
3	Rehab Final Clarifiers	$200,000	2024
4	Replace UV system	$225,000	2024
5	Replace sewer main on ET.	$400,000	2023
6	Replace Polymer system	$70,000	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: 7

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	8,035	
February	7,915	
March	8,769	
April	7,680	
May	6,291	
June	6,148	
July	5,213	
August	4,956	
September	4,385	
October	3,972	
November	4,914	
December	7,916	
Total	**76,194**	**0**
Average	**6,350**	**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:

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?

Eliminate one lift station

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	81,000	32.88	2,464	93.87	863	4,860
February	78,000	29.53	2,641	95.65	815	4,241
March	99,000	35.63	2,779	95.48	1,037	3,353
April	98,000	36.64	2,675	89.64	1,093	2,198
May	107,000	40.91	2,615	103.73	1,032	269
June	99,000	41.60	2,380	104.22	950	1
July	84,000	35.86	2,342	94.74	887	0
August	84,000	33.90	2,478	94.21	892	0
September	117,000	33.08	3,537	88.26	1,326	17
October	90,000	32.89	2,736	116.03	776	773
November	93,000	32.22	2,886	93.75	992	2,947
December	92,000	33.61	2,737	98.12	938	4,528
Total	**1,122,000**	**418.75**		**1,167.70**		**23,187**
Average	**93,500**	**34.90**	**2,689**	**97.31**	**967**	**2,319**

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:

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?

New bar screen this year and new UV next year

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:

By Whom:

Describe and Comment:

☐ Part of the facility

Year:

By Whom:

Describe and Comment:

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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
- o 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
- o No (30 points)
- o 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:

To provide uninterruptable service and try to eliminate infiltration.

Did you accomplish them?

- ● Yes
- o 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?

Ordinance chapter 62 sewers

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2017-01-09

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
- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

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☒ 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:

local municipal code requirements

☒ 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	32	% of system/year
Root removal	.001	% of system/year
Flow monitoring	100	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	25	% of system/year
Manhole inspections	42	% of system/year
Lift station O&M	13	# per L.S./year
Manhole rehabilitation	.03	% of manholes rehabbed
Mainline rehabilitation	.02	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services

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River or water crossings: 100 % of pipe crossings evaluated or maintained

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

We replaced 950 feet of sewer.

3. Performance Indicators

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

32	Total actual amount of precipitation last year in inches
32	Annual average precipitation (for your location)
55	Miles of sanitary sewer
7	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
4	Number of complaints
1.1	Average daily flow in MGD (if available)
1.6	Peak monthly flow in MGD (if available)
	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)
0.07	Complaints (number/sewer mile)
1.5	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
- ● No

If Yes, please describe:

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

None

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

Replace old sewers and putting in sump lines.

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

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Grading Summary

WPDES No: 0021318

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
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			**37**	**148**
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)

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Resolution or Owner's Statement

Name of Governing Body or Owner: City of Tomah Wastewater

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

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. = 4.00