THE CITY OF WATERTOWN

PUBLIC WORKS COMMISSION MEETING AGENDA

TUESDAY, MAY 12, 2026 AT 5:30 PM

COUNCIL CHAMBERS, SECOND FLOOR, MUNICIPAL BUILDING - 106 JONES STREET, WATERTOWN, WI 53094

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1. **CALL TO ORDER**
2. **COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

   Each individual who would like to address the Committee will be permitted up to three minutes for their comments
3. **REVIEW AND APPROVE MINUTES**
   - A. Public Works minutes from April 28, 2026
4. **BUSINESS**
   - A. Discuss and take possible action: The Solid Waste Rate Study, presentation by Ehlers
   - B. Review and approve: 2025 Compliance Maintenance Annual Report (CMAR) – Wastewater Utility permit to discharge summary
   - C. Review & discuss: 2028 Labaree Street STP Urban Project
   - D. Review & take possible action: Lighting for downtown Main Street 2028 Reconstruction Project
   - E. Review and take possible action: Draft Functional Classification Map Review
5. **ADJOURNMENT**

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

PUBLIC WORKS COMMISSION

Tuesday, April 28, 2026
5:30 p.m.

The Public Works Commission met at the above date and time. The following members were present: Alderpersons Ken Berg, Myron Moldenhauer, Gina Nitecki, and Tony Arnett, Citizen member Pete Thompson. Absent: none. Also present: City Staff Andrew Beyer, Maureen McBroom, Tim Hayden, Nathan Williams, Richie Piltz, Ali Panagopoulos.

1. **Call to order.** Chairperson Arnett called the meeting to order at 5:30 p.m.
2. **Comments and Suggestions from Citizens Present.** - None.
3. **Review and take possible action. Minutes of PWC meeting of April 14th, 2026.** Mr. Berg moved to approve the minutes as submitted, seconded by Ms. Nitecki. Motion carried by unanimous voice vote.
4. **Review and take possible action: Purchase of Multi-Purpose Tractor –** This is a replacement tractor, trading in the current one. Mr. Thompson moved to recommend the purchase to Council, seconded by Mr. Moldenhauer. Motion carried by unanimous voice vote.
5. **Review and take possible action: Sidewalk repair orders for and 613 S. Washington Street and 1403-1 Evergreen Drive** – These were based on citizen complaint. Mr. Moldenhauer moved to recommend the purchase to Council, seconded by Ms. Nitecki. Motion carried by unanimous voice vote.
6. **Review and take possible action: Award Contract #11-26 Emmet Utility Extension Project to Forest Landscaping and Construction, Inc. for $1,472,309.25** – This follows the annexation that occurred in 2024. Per that process, utility extension and hookup is required. This is to award the contract for the extension work. There will be subsequent action items for Public Works and Finance regarding the borrowing for this project and the assessment process. It was noted that affected property owners may be able to delay hookup for up to 5 years if they can provide documentation of properly functioning well and septic systems. Mr. Thompson moved to recommend the bid award to Council, seconded by Ms. Nitecki. Motion carried by unanimous voice vote.
7. **Convene into closed session per §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Lower/Upper Dam)** – Mr. Berg moved to enter closed session per the stated reason, seconded by Mr. Moldenhauer. Motion carried by unanimous roll call vote at 5:51 pm.
   Mr. Moldenhauer moved to return to open session, seconded by Ms. Nitecki. Motion carried by unanimous roll call vote at 6:14 pm.
8. **Adjournment.** Mr. Thompson moved to adjourn, seconded by Mr. Moldenhauer. Motion carried by unanimous voice vote at 6:15pm.

Respectfully submitted,

Tony Arnett, Chairperson

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

THE CITY OF WATERTOWN

MEMO

DPW – Street/Solid Waste Division

To: Alderperson Arnett and Public Works Commission Members

From: Stacy Winkelman

Date: May 6, 2026

Subject: Solid Waste Utility Rate Study

Background

A solid waste utility rate study was started in 2025 and recently completed by the consulting firm Ehler's Public Finance Advisors. Ariana Schmidt will be presenting the study at the meeting.

The last rate increase for solid waste and recycling services was October 1, 2019 when rates went from $11.73 to $14.08, our current monthly rate.

Budget Goal

17-58-17-multiple

Financial Impact

The monthly rate to residents funds nearly the entire solid waste and recycling division.

Recommendation

Following Ehler's recommendation with rate increases beginning January 1, 2027.

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2026 Solid Waste Study

May 12th, 2026 Public Works Commission

Why are we here?

- Impact of Solid Waste CIP
- Identify fiscal sustainability
- Our Process:
  - ✓ Historical Rate Performance
  - ✓ Future Projections
    - ➢ O&M
    - ➢ Funding Projects: Debt vs. Cash
    - ➢ Rate Impact

Historical Rate Performance & Cash Position

Shown with no increase

Component	Revenue Requirement Description	2021	2022	2023	2024	Est 2025	Budget 2026
Cash Basis							
1	O&M	$1,196,355	$1,315,441	$1,327,062	$1,397,418	$1,429,906	$1,700,239
2	Debt	$71,450	$74,575	$77,400	$75,000	$72,600	$35,700
3	Cash Funded Capital^	$28,580	$311,947	$75,140	$41,620	$579,772	$216,425
	Less:						
	Other Revenue[1]	$113,050	$205,768	$199,625	$206,346	$239,879	$160,150
	Interest Income	$0	$9,558	$37,338	$51,027	$41,761	$43,000
	Revenue Requirement (Costs less Other Income)	$1,183,335	$1,486,637	$1,242,639	$1,256,665	$1,800,638	$1,749,214
	User Rates Revenue	$1,525,183	$1,436,961	$1,440,668	$1,442,194	$1,437,509	$1,450,194
	Rate Adequacy	$341,848	($49,676)	$198,029	$185,529	($363,129)	($299,020)
	Rate Adjustment Needed	0.00%	3.46%	0.00%	0.00%	25.26%	20.62%

Notes:

^Includes recommended debt coverage at 1.4x annual debt payment

1) Other Income includes Penalties, Recycling Grants, Fees for Items collected at the Street, & Sale of Recyclables/Recycling Bins.

	Actual				Estimated	Budget
	2021	2022	2023	2024	2025	2026
Target minimum cash balance						
Target minimum working capital - Ehlers[1]	403,435	409,166	424,355	431,780	466,497	444,368
Actual working capital-cash balance	755,522	735,675	964,662	1,180,194	846,105	561,365
Over (Under) Ehlers target	352,087	326,510	540,308	748,414	379,608	996

Notes:

1) Target capital equals 3 mos of next year's operating expenses, plus 100% of following year's debt.

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Expenditure Forecast

EXPENDITURE CODES			
CODE	**DEFINITION**	**INCREASE**	**EXPLANATION**
C	Commodities	3.00%	Fuel & Mileage, Office Supplies, Operating Supplies, Utilities, Uniforms, Office Furniture & Equipment
E	Employee Insurance	10.00%	Health, Dental & Life Insurance, Post Employment Health Plan, Long Term Disability
I	Insurance	4.00%	Property & Liability
S	Services	1.00%	Advertising & Printing, Communications, Contractual Services, Dues & Memberships, Janitorial Services, Maintenance Agreements, Meetings & Training, Professional Services, Publications & Subscriptions, Repairs & Maintenance
W	Wages	4.00%	Regular & Seasonal Wages, Overtime, Holiday & Misc. Compensation, Longevity, Premium Pay, Social Security, Retirement, Unemployment Compensation

Capital Improvement Plan
Scenario 1 – Cash Funded

Projects	Funding	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Totals
Refuse & Recycling Home Containers	Cash	31,000										*31,000*
Refuse Truck	Cash	171,145				50,000		135,000		270,000		*626,145*
Refuse Truck	Cash			385,000		350,000		275,000		150,000		*1,160,000*
Building: Façade, roof repairs, plumbing, electrical, HVAC, door locks, plumbing	Cash			75,000								*75,000*
905 S Second St purchase	Cash		45,000									*45,000*
Cady St Recycling: roof replacement	Cash		140,767									*140,767*
Cady St Recycling: electrical upgrades	Cash		23,414									*23,414*
Cady St Recycling: siding & pavement rehab	Cash				175,000							*175,000*
Actual CIP Costs		**202,145**	**209,181**	**460,000**	**175,000**	**400,000**	**0**	**410,000**	**0**	**420,000**	**0**	**2,276,326**

Sources of Funding	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
G.O. Debt	0	0	0	0	0	0	0	0	0	0	*0*
Revenue Debt	0	0	0	0	0	0	0	0	0	0	*0*
Grants/Aids	0	0	0	0	0	0	0	0	0	0	*0*
Special Assessment	0	0	0	0	0	0	0	0	0	0	*0*
User Fees	0	0	0	0	0	0	0	0	0	0	*0*
Tax Levy	0	0	0	0	0	0	0	0	0	0	*0*
Equipment Replacement Fund	0	0	0	0	0	0	0	0	0	0	*0*
Cash	202,145	209,181	460,000	175,000	400,000	0	410,000	0	420,000	0	*2,276,326*
Total	**202,145**	**209,181**	**460,000**	**175,000**	**400,000**	**0**	**410,000**	**0**	**420,000**	**0**	**2,276,326**

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Cashflow Projection: Scenario 1

	Budget	Projected								
	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Revenues										
Total Revenues from User Rates[1]	$1,450,194	$1,813,007	$2,165,097	$2,165,265	$2,157,880	$2,150,495	$2,143,110	$2,1		,120,956
Percent Increase to User Rates	**0.00%**	**24.50%**	**19.68%**	**0.00%**	**0.00%**	**0.00%**	**0.00%**	**0.00%**	**0.00%**	**0.00%**
Cumulative Percent Rate Increase	**0.00%**	**24.50%**	**49.01%**	**49.01%**	**49.01%**	**49.01%**	**49.01%**	**49.01%**	**49.01%**	**49.01%**
Dollar Amount Increase to Revenues		**$362,813**	**$352,089**	**$168**	**-$7,385**	**-$7,385**	**-$7,385**	**-$7,385**	**-$7,385**	**-$7,385**
Other Revenues										
Interest Income	$43,000	$43,000	$43,000	$43,000	$43,000	$43,000	$43,000	$43,000	$43,000	$43,000
Other Income[2]	$160,150	$160,150	$160,150	$160,150	$160,150	$160,150	$160,150	$160,150	$160,150	$160,150
Total Other Revenues	$203,150	$203,150	$203,150	$203,150	$203,150	$203,150	$203,150	$203,150	$203,150	$203,150
Total Revenues	$1,653,344	$2,016,157	$2,368,247	$2,368,415	$2,361,030	$2,353,645	$2,346,260	$2,338,875	$2,331,491	$2,324,106
Less: Expenses										
Operating and Maintenance[3]	$1,700,239	$1,746,935	$1,806,881	$1,870,328	$1,937,547	$2,008,834	$2,069,099	$2,131,171	$2,195,107	$2,260,960
Net Before Debt Service and Capital Expenditures	-$46,895	$269,223	$561,365	$498,086	$423,483	$344,812	$277,162	$207,704	$136,384	$63,146
Debt Service										
Existing Debt P&I	$35,700	$0	$0	$0	$0	$0	$0	$0	$0	$0
New (2026-2035) Debt Service P&I	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Total Debt Service	$35,700	$0	$0	$0	$0	$0	$0	$0	$0	$0
Transfer In (Out)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Less: Capital Improvements	$202,145	$209,181	$460,000	$175,000	$400,000	$0	$410,000	$0	$420,000	$0
Debt Proceeds	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Net Annual Cash Flow	**($284,740)**	**$60,042**	**$101,365**	**$323,086**	**$23,483**	**$344,812**	**($132,838)**	**$207,704**	**($283,616)**	**$63,146**
Restricted and Unrestricted Cash Balance:										
Balance at first of year	$846,105	$561,365	$621,407	$722,773	$1,045,859	$1,069,341	$1,414,153	$1,281,315	$1,489,019	$1,205,403
Net Annual Cash Flow Addition/(subtraction)	-$284,740	$60,042	$101,365	$323,086	$23,483	$344,812	-$132,838	$207,704	-$283,616	$63,146
Balance at end of year	$561,365	$621,407	$722,773	$1,045,859	$1,069,341	$1,414,153	$1,281,315	$1,489,019	$1,205,403	$1,268,549
Over (Under) Ehlers target[4]	116,996	159,335	241,451	545,412	548,598	877,075	726,181	916,602	613,924	660,113

Section 4, Item A.

Notes:

1) Assumes growth of 50 new homes per year 2027-2029, and 20 new homes per year 2030-2035.
2) Other Income includes Penalties, Recycling Grants, Fees for Items collected at the Street, & Sale of Recyclables/Recycling Bins.
3) O&M increases are based on Expenditure Forecast Code assumptions.
4) Ehlers Target is 3 months O&M plus 1 Year of Debt Service

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User Rate Impact Analysis – Scenario 1

	Solid Waste								
Year	Increase	Solid Waste Charge[1]	Utility Bill (Monthly)	Change Over Prior Year	Non-City Customers Utility Bill (Monthly) w/ Surcharge	Utility Bill (Annual)	Change Over Prior Year	% of MHI (68,333)	Year
2025		14.08	$ 14.08		$ 19.08	$ 168.96		0.25%	2025
2026	0.00%	14.08	$ 14.08	$ -	$ 19.08	$ 168.96	$ -	0.25%	2026
2027	24.50%	17.53	$ 17.53	$ 3.45	$ 22.53	$ 210.36	$ 41.40	0.31%	2027
2028	19.68%	20.98	$ 20.98	$ 3.45	$ 25.98	$ 251.76	$ 41.40	0.37%	2028
2029	0.00%	20.98	$ 20.98	$ -	$ 25.98	$ 251.76	$ -	0.37%	2029
2030	0.00%	20.98	$ 20.98	$ -	$ 25.98	$ 251.76	$ -	0.37%	2030
2031	0.00%	20.98	$ 20.98	$ -	$ 25.98	$ 251.76	$ -	0.37%	2031
2032	0.00%	20.98	$ 20.98	$ -	$ 25.98	$ 251.76	$ -	0.37%	2032
2033	0.00%	20.98	$ 20.98	$ -	$ 25.98	$ 251.76	$ -	0.37%	2033
2034	0.00%	20.98	$ 20.98	$ -	$ 25.98	$ 251.76	$ -	0.37%	2034
2035	0.00%	20.98	$ 20.98	$ -	$ 25.98	$ 251.76	$ -	0.37%	2035
Total Change over planning period				**$ 6.90**			**$ 82.80**		

Notes:

1. Current City Customer solid waste collection rate is $14.08 per month. Non-City customers adds $5/month surcharge.

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Capital Improvement Plan
Scenario 2 – Mix of Cash & Debt

Projects	Funding	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	Totals
Refuse & Recycling Home Containers	Cash	31,000										*31,000*
Refuse Truck	Cash	171,145				50,000		135,000		270,000		*626,145*
Refuse Truck	G.O. Debt			385,000		350,000		275,000		150,000		*1,160,000*
Building: Façade, roof repairs, plumbing, electrical, HVAC, door locks, plumbing	Cash			75,000								*75,000*
905 S Second St purchase	Cash		45,000									*45,000*
Cady St Recycling: roof replacement	G.O. Debt		140,767									*140,767*
Cady St Recycling: electrical upgrades	Cash		23,414									*23,414*
Cady St Recycling: siding & pavement rehab	G.O. Debt				175,000							*175,000*
Actual CIP Costs		**202,145**	**209,181**	**460,000**	**175,000**	**400,000**	**0**	**410,000**	**0**	**420,000**	**0**	**2,276,326**

Sources of Funding	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	
G.O. Debt	0	140,767	385,000	175,000	350,000	0	275,000	0	150,000	0	*1,475,767*
Revenue Debt	0	0	0	0	0	0	0	0	0	0	*0*
Grants/Aids	0	0	0	0	0	0	0	0	0	0	*0*
Special Assessment	0	0	0	0	0	0	0	0	0	0	*0*
User Fees	0	0	0	0	0	0	0	0	0	0	*0*
Tax Levy	0	0	0	0	0	0	0	0	0	0	*0*
Equipment Replacement Fund	0	0	0	0	0	0	0	0	0	0	*0*
Cash	202,145	68,414	75,000	0	50,000	0	135,000	0	270,000	0	*800,559*
Total	**202,145**	**209,181**	**460,000**	**175,000**	**400,000**	**0**	**410,000**	**0**	**420,000**	**0**	**2,276,326**

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Cashflow Projection: Scenario 2

	Budget	Projected								
	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Revenues										
Total Revenues from User Rates[1]	$1,450,194	$1,571,628	$1,681,062	$1,790,977	$1,894,773	$1,998,358	$2,101,773	$2,2		,411,352
Percent Increase to User Rates	**0.00%**	**7.81%**	**7.25%**	**6.76%**	**6.33%**	**5.95%**	**5.62%**	**5.32%**	**5.05%**	**4.81%**
Cumulative Percent Rate Increase	**0.00%**	**7.81%**	**15.63%**	**23.44%**	**31.25%**	**39.06%**	**46.88%**	**54.69%**	**62.50%**	**70.31%**
Dollar Amount Increase to Revenues		**$121,434**	**$109,434**	**$109,915**	**$103,796**	**$103,585**	**$103,415**	**$103,282**	**$103,183**	**$103,114**
Other Revenues										
Interest Income	$43,000	$43,000	$43,000	$43,000	$43,000	$43,000	$43,000	$43,000	$43,000	$43,000
Other Income[2]	$160,150	$160,150	$160,150	$160,150	$160,150	$160,150	$160,150	$160,150	$160,150	$160,150
Total Other Revenues	$203,150	$203,150	$203,150	$203,150	$203,150	$203,150	$203,150	$203,150	$203,150	$203,150
Total Revenues	$1,653,344	$1,774,778	$1,884,212	$1,994,127	$2,097,923	$2,201,508	$2,304,923	$2,408,205	$2,511,388	$2,614,502
Less: Expenses										
Operating and Maintenance[3]	$1,700,239	$1,746,935	$1,806,881	$1,870,328	$1,937,547	$2,008,834	$2,069,099	$2,131,171	$2,195,107	$2,260,960
Net Before Debt Service and Capital Expenditures	-$46,895	$27,844	$77,331	$123,799	$160,376	$192,674	$235,824	$277,034	$316,282	$353,542
Debt Service										
Existing Debt P&I	$35,700	$0	$0	$0	$0	$0	$0	$0	$0	$0
New (2026-2035) Debt Service P&I	$0	$0	$18,119	$71,654	$71,575	$118,666	$112,222	$149,663	$157,167	$176,314
Total Debt Service	$35,700	$0	$18,119	$71,654	$71,575	$118,666	$112,222	$149,663	$157,167	$176,314
Transfer In (Out)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Less: Capital Improvements	$202,145	$209,181	$460,000	$175,000	$400,000	$0	$410,000	$0	$420,000	$0
Debt Proceeds	$0	$145,000	$385,000	$175,000	$350,000	$0	$275,000	$0	$150,000	$0
Net Annual Cash Flow	**($284,740)**	**($36,337)**	**($15,788)**	**$52,145**	**$38,801**	**$74,008**	**($11,398)**	**$127,371**	**($110,885)**	**$177,228**
Restricted and Unrestricted Cash Balance:										
Balance at first of year	$846,105	$561,365	$525,028	$509,240	$561,385	$600,186	$674,194	$662,797	$790,168	$679,283
Net Annual Cash Flow Addition/(subtraction)	-$284,740	-$36,337	-$15,788	$52,145	$38,801	$74,008	-$11,398	$127,371	-$110,885	$177,228
Balance at end of year	$561,365	$525,028	$509,240	$561,385	$600,186	$674,194	$662,797	$790,168	$679,283	$856,511
"All-in" Debt Coverage	(1.31)	-	4.27	1.73	2.24	1.62	2.10	1.85	2.01	2.01
Over (Under) Ehlers target[4]	116,996	44,837	(43,736)	(10,637)	(39,224)	24,894	(41,999)	60,585	(88,510)	69,618

Notes:

1) Assumes growth of 50 new homes per year 2027-2029, and 20 new homes per year 2030-2035.
2) Other Income includes Penalties, Recycling Grants, Fees for Items collected at the Street, & Sale of Recyclables/Recycling Bins.
3) O&M increases are based on Expenditure Forecast Code assumptions.
4) Ehlers Target is 3 months O&M plus 1 Year of Debt Service

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User Rate Impact Analysis – Scenario 2

Year	Solid Waste Increase	Solid Waste Charge[1]	Utility Bill (Monthly)	Change Over Prior Year	Non-City Customers Utility Bill (Monthly) w/ Surcharge	Utility Bill (Annual)	Change Over Prior Year	% of MHI (68,333)	Year
2025		14.08	$ 14.08		$ 19.08	$ 168.96		0.25%	2025
2026	0.00%	14.08	$ 14.08	$ -	$ 19.08	$ 168.96	$ -	0.25%	2026
2027	7.81%	15.18	$ 15.18	$ 1.10	$ 20.18	$ 182.16	$ 13.20	0.27%	2027
2028	7.25%	16.28	$ 16.28	$ 1.10	$ 21.28	$ 195.36	$ 13.20	0.29%	2028
2029	6.76%	17.38	$ 17.38	$ 1.10	$ 22.38	$ 208.56	$ 13.20	0.31%	2029
2030	6.33%	18.48	$ 18.48	$ 1.10	$ 23.48	$ 221.76	$ 13.20	0.32%	2030
2031	5.95%	19.58	$ 19.58	$ 1.10	$ 24.58	$ 234.96	$ 13.20	0.34%	2031
2032	5.62%	20.68	$ 20.68	$ 1.10	$ 25.68	$ 248.16	$ 13.20	0.36%	2032
2033	5.32%	21.78	$ 21.78	$ 1.10	$ 26.78	$ 261.36	$ 13.20	0.38%	2033
2034	5.05%	22.88	$ 22.88	$ 1.10	$ 27.88	$ 274.56	$ 13.20	0.40%	2034
2035	4.81%	23.98	$ 23.98	$ 1.10	$ 28.98	$ 287.76	$ 13.20	0.42%	2035
Total Change over planning period				**$ 9.90**			**$ 118.80**		

Notes:

1. Current City Customer solid waste collection rate is $14.08 per month. Non-City customers adds $5/month surcharge.

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Next Steps

- Discuss approach to funding CIP
  - ✓ Cash vs. Debt & Cash
  - ✓ If funding projects with debt, target average All-In debt coverage above 1.40
- Consider rate increase for 2027
  - ✓ Recommended rate increase dependent on CIP funding approach
- Monitor cash flow analysis annually to revisit future rate increases
  - ✓ As CIP costs and timing changes, rate recommendations will change


Q
&
A

THE CITY OF WATERTOWN
Opportunity runs through it.

Water Systems
800 Hoffmann Drive • P.O. Box 477 • Watertown WI 53094-0477
WASTEWATER (920) 262-4085 • WATER (920) 262-4075

To: Chairman Arnett and members of the Public Works Commission May 6, 2026
From: Peter Hartz – Water Systems Manager

Re: May 12, 2026, Public Works Commission agenda item

Water Systems:

Review and approve 2025 Compliance Maintenance Annual Report (CMAR) – Wastewater Utility permit to discharge summary.

Background: A requirement for the wastewater utility under the Wisconsin Pollutant Discharge Elimination System permit issued by the Wisconsin Department of Natural Resources (WDNR) is to complete the Compliance Maintenance Annual Report (CMAR), referenced in Wisconsin Administrative Code NR 208.

The CMAR report shows a failing grade for influent TSS based on how the State evaluates design capacity. What that means is that, on paper, the amount of solids coming into the plant exceeds the design values. However, it's important to note that we recently completed and received approval for a comprehensive facility plan, which the DNR required and which evaluated exactly this issue. That plan used updated population projections and current data, and it concluded that the plant is not capacity-limited—it's more of an age and infrastructure condition issue. In other words, while the report flags this as a concern under their rating system, the plant is continuing to treat wastewater effectively, and we already have an approved plan in place to address long-term needs.

The DNR confirmed that, under their current process, CMAR design capacities generally remain tied to the currently approved rated capacities until either:

1. completion of an approved construction project that changes or contributes to a change in plant capacity, or

2. approval of a formal capacity re-rating request.

The complication in our case is that the recently approved facility plan primarily focuses on rehabilitation, replacement, and reliability improvements to existing infrastructure—not expansion of treatment capacity. In other words, the projects improve long-term reliability and maintainability of the plant, but they do not significantly change the plant's hydraulic or biological treatment capacity on paper.

As a result, the CMAR may continue to show a design exceedance condition even though the plant continues to operate effectively and consistently meets permit effluent limits.

Through discussions with the DNR, they also clarified that a formal capacity re-rating process may be an appropriate future option if the City wishes to evaluate whether the plant's currently rated capacities accurately reflect operational performance.

In the meantime, the DNR indicated that no additional enforcement action is anticipated as long as the city continues implementing the approved facility plan."

Budget Goal: This report shows that continued investments and infrastructure planning is being accomplished and is ongoing encouraging community growth that involves environmental needs following codes and policy.

Fiscal Impact: Unknown at this time, a formal request was made to our consulting engineer for a formal plant capacity re-rating.

Recommendation: I recommend forwarding a resolution to the Watertown City Council which includes a specific mention of the action the wastewater utility is required to conduct.

Statement in resolution:

WHEREAS, the Public Works Commission has recommended the following action regarding the influent BOD design exceedance for loading. To work with DNR and our consultants to understand if capacity re-rating is warranted to accurately reflect performance operations, and to continue supporting the wastewater utility staff with equipment and infrastructure improvements when and where necessary, pending available funding.

Sincerely,

Peter Hartz
Water Systems Manger

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

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	2.3511	x	374	x	8.34	=	7,342
February	2.2783	x	397	x	8.34	=	7,543
March	3.1600	x	273	x	8.34	=	7,201
April	3.7614	x	199	x	8.34	=	6,227
May	3.3518	x	234	x	8.34	=	6,551
June	3.0643	x	305	x	8.34	=	7,796
July	2.8570	x	330	x	8.34	=	7,866
August	3.4177	x	216	x	8.34	=	6,157
September	2.8950	x	292	x	8.34	=	7,038
October	2.5650	x	304	x	8.34	=	6,507
November	2.2897	x	319	x	8.34	=	6,091
December	2.4507	x	329	x	8.34	=	6,717

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	8.8	x	90	=	7.92
		x	100	=	8.8
Design BOD, lbs/day	6600	x	90	=	5940
		x	100	=	6600

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	1	1
February	1	0	0	1	1
March	1	0	0	1	1
April	1	0	0	1	0
May	1	0	0	1	0
June	1	0	0	1	1
July	1	0	0	1	1
August	1	0	0	1	0
September	1	0	0	1	1
October	1	0	0	1	0
November	1	0	0	1	0
December	1	0	0	1	1
Points per each		2	1	3	2
Exceedances		0	0	12	7
Points		0	0	36	14
Total Number of Points					**50**

50

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

3. Flow Meter

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

● Yes — Enter last calibration date (MM/DD/YYYY): 2025-10-06

○ 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:

The city of Watertown has four (4) active industrial pre-treatment permits issued to businesses with target limits in place. One (1) of those facilities has established Federal pre-treatment limits and a permit issued enforcing requirements to meet all discharge limits.

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.

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

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

- ○ Yes
- ● No

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

Total Points Generated	50
Score (100 - Total Points Generated)	50
Section Grade	**F**

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

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	5	1	0	0
February	30	27	6	1	0	0
March	30	27	4	1	0	0
April	30	27	5	1	0	0
May	30	27	6	1	0	0
June	16	14.4	7	1	0	0
July	12	10.8	8	1	0	0
August	10	10	4	1	0	0
September	10	10	5	1	0	0
October	12	10.8	9	1	0	0
November	25	22.5	5	1	0	0
December	29	26.1	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): 2025-10-06

○ No

If No, please explain:

3. Treatment Problems

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

Wet weather events spike influent flows, diluting the wastewater and causing issues with normal operations.

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

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

- ● 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

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

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	4	1	0	0
February	30	27	4	1	0	0
March	30	27	2	1	0	0
April	30	27	3	1	0	0
May	30	27	5	1	0	0
June	16	14.4	4	1	0	0
July	12	10.8	5	1	0	0
August	10	10	3	1	0	0
September	10	10	4	1	0	0
October	12	10.8	5	1	0	0
November	25	22.5	4	1	0	0
December	29	26.1	5	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?

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

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

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	20	20	.09	0	.032	.051	.048	.249	0
February	20	20	.421	0	.306	.689	.332	.355	0
March	20	20	.386	0	.708	.116	.612	.23	0
April									0
May									0
June	17	17	.363	0	.783	.386	.116	.254	0
July	9	9	.345	0	.056	.186	1.265	.052	0
August	6.4	6.4	.044	0	.058	.035	.032	.048	0
September	8.9	8.9	.255	0	.066	.076	.066	.745	0
October	9.3	13	1.473	0	.079	.286	3.39	1.818	0
November	20	20	.073	0	.18	.051	.032	.037	0
December	20	20	.122	0	.035	.088	.258	.034	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

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

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	0.333	1	0	
February	1	0.246	1	0	
March	1	0.171	1	0	
April	.8	0.263	1	0	
May	1	0.337	1	0	
June	.8	0.249	1	0	
July	1	0.468	1	0	
August	1	0.378	1	0	
September	1	0.357	1	0	
October	1	0.287	1	0	**0**
November	1	0.357	1	0	
December	1	0.185	1	0	
Months of Discharge/yr			12		
Points per each exceedance with 12 months of discharge:				**10**	
Exceedances				0	
Total Number of Points				**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

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

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:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

2033 acres

2.1.2 How many acres did you use?

_____ 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?

- ○ Yes (30 points)
- ● No

0

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. 004 - CAKE 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	26			24			34			42				1	0
Cadmium		39	85	.68			.57			.36			.57				0	0
Copper		1500	4300	310			340			1000			580				0	0
Lead		300	840	16			17			20			19				0	0
Mercury		17	57	1.1			<.29			.31			2.8				0	0
Molybdenum	60		75	7.9			7.6			8.5			8.6			0		0
Nickel	336		420	39			34			44			62			0		0
Selenium	80		100	<11			<12			<14			<22			0		0
Zinc		2800	7500	620			700			640			760				0	0

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

Outfall No. 002 - LIQUID SLUDGE

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

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 = 1

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)

0

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- ● 0 (0 Points)
- ○ 1 (10 Points)
- ○ > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- ○ Yes (20 Points)
- ● No (0 Points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

Since we take quarterly grab samples the exceedance noted by DNR is not accurate. We spread once last year and used the average of the 4 quarters to calculate the metals loadings. Each year when we land apply we use the average of the quarterly samples, that's always been done so we are curious about how an exceedance for one quarter that is averaged with other samples can count against us. Even if we had spread in the spring, then the average of the 3rd and 4th quarter samples would show no exceedance. We respectfully disagree with the noted exceedance as it's not accurate.

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.

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

Outfall Number:	**004**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	34,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion is utilized to meet list 3 requirements prior to land application. Operated mesophilic 95 to 98 degrees Fahrenheit.

Outfall Number:	**004**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	7,200
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion is utilized to meet list 3 requirements prior to land application. Operated mesophilic 95 to 98 degrees Fahrenheit.

Outfall Number:	**004**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	63,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion is utilized to meet list 3 requirements prior to land application. Operated mesophilic 95 to 98 degrees Fahrenheit.

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

Outfall Number:	**004**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 12/31/2025
Density:	3,500
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion is utilized to meet list 3 requirements prior to land application. Operated mesophilic 95 to 98 degrees Fahrenheit.

Outfall Number:	**004**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2025 - 03/31/2025
Density:	34,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion is utilized to meet list 3 requirements prior to land application. Operated mesophilic 95 to 98 degrees Fahrenheit.

Outfall Number:	**004**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2025 - 06/30/2025
Density:	7,200
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion is utilized to meet list 3 requirements prior to land application. Operated mesophilic 95 to 98 degrees Fahrenheit.

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

Outfall Number:	**004**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2025 - 09/30/2025
Density:	63,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion is utilized to meet list 3 requirements prior to land application. Operated mesophilic 95 to 98 degrees Fahrenheit.

Outfall Number:	**004**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2025 - 12/31/2025
Density:	3,500
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion is utilized to meet list 3 requirements prior to land application. Operated mesophilic 95 to 98 degrees Fahrenheit.

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:	**004**
Method Date:	01/15/2025
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	46.2

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Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

Outfall Number:	**004**
Method Date:	04/15/2025
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	55.5

Outfall Number:	**004**
Method Date:	09/12/2025
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	44.4

Outfall Number:	**004**
Method Date:	10/08/2025
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	60.6

Outfall Number:	**004**
Method Date:	01/15/2025
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>=38
Results (if applicable):	46.2

Outfall Number:	**004**
Method Date:	04/15/2025
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>=38
Results (if applicable):	55.5

Compliance Maintenance Annual Report

Watertown Wastewater Treatment Facility

Last Updated: 5/4/2026

Reporting For: **2025**

Outfall Number:	**004**
Method Date:	09/12/2025
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>=38
Results (if applicable):	44.4

Outfall Number:	**004**
Method Date:	10/08/2025
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	60.6

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:

PFAS/PFOS rules and regulations are concerning and have generated difficult conversations with land owners and farmers.

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

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Reporting For: **2025**

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:

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The Watertown Wastewater staff take great pride in their work and the facilities. Come take a tour and see for yourself.

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

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Reporting For: **2025**

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: PETER A HARTZ

Certification No: 32167

0

2. Certification Requirements

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

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				X
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				X
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	X	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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Reporting For: **2025**

Financial Management

1. Provider of Financial Information

Name: Peter Hartz

Telephone: 920-262-4085 (XXX) XXX-XXXX

E-Mail Address (optional): phartz@watertownwi.gov

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: 2025

- ● 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: 2025

- ● 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		$ 975,429.50
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		$ 975,429.50
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$ 2,855,670.31

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) - $ 2,855,670.31

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year $ 975,429.50

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.

GIS geodatabase updates. Engineering design work; west side interceptor project, sludge dryer project, WIS-DOT Main St / HWY 19, Allerman Lift Station 7 Forcemain project. New UV disinfection system. New primary sludge pumps. New trailer jetter. New combo jet/vac truck. New Adm Build HVAC system. New Solar Array System. New Lift Station pumps Boughton. Completed WWTP Facilities Plan. Purchased and installed three new stand by generators for lift stations. Replaced methane burner on boiler. CIPP work.

0

3.3 What amount should be in your Replacement Fund? $ 975,429.50

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	Install new interceptor sewer for new drainage basin development, but only for part of the west side interceptor service area to include an extension to Highway A / River Rd. from Hoffmann Drive. This is supposed to be a developer-funded sewer extension.	$8,500,000	2028
2	GIS enhancements	$30,000	2026
3	Continuance of hydraulic study for the sanitary sewer service area. Specific drainage basin model updates for areas anticipated to see development.	$15,000	2026
4	Biosolids dryer, design & bidding (installation planned for 2027-2028).	$10,225,000	2027
5	Alerman lift station engineering & rehab - controls and pumps	$4,500,000	2028
6	WWTP facilities planning update project engineering, design, and process upgrades (yet to be determined)	$10,000,000	2027
7	New influent automatic screens	$2,000,000	2026
8	New dewatering equipment	$4,000,000	2027

5. Financial Management General Comments

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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: 18

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	15,490	0
February	15,130	0
March	16,384	0
April	14,812	0
May	13,685	0
June	13,471	0
July	10,266	0
August	9,826	0
September	12,041	0
October	10,025	0
November	9,638	0
December	14,602	0
Total	**155,370**	**0**
Average	**12,948**	**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?

Mixing valves or submersible mixers to be added where needed to help control grease and rags from forming floating mats.

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	203,478	72.88	2,792	227.60	894	11,589
February	207,772	63.79	3,257	211.20	984	18,482
March	201,361	97.96	2,056	223.23	902	18,566
April	201,051	112.84	1,782	186.81	1,076	11,974
May	215,539	103.91	2,074	203.08	1,061	9,899
June	255,025	91.93	2,774	233.88	1,090	5,915
July	274,895	88.57	3,104	243.85	1,127	1,531
August	270,069	105.95	2,549	190.87	1,415	2,873
September	284,290	86.85	3,273	211.14	1,346	2,538
October	243,415	79.52	3,061	201.72	1,207	2,802
November	184,293	68.69	2,683	182.73	1,009	3,510
December	189,244	75.97	2,491	208.23	909	10,394
Total	**2,730,432**	**1,048.86**		**2,524.34**		**100,073**
Average	**227,536**	**87.41**	**2,658**	**210.36**	**1,085**	**8,339**

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?

We commissioned a 495.6 kW/dc solar ground array system in 2025.

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: 2024
By Whom: UW-Milwaukee & University of Illinois Chicago / US Dept. of Energy
Describe and Comment: On-site energy production and efficiencies technical assistance report completed.

☐ Part of the facility

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Year:

By Whom:

Describe and Comment:

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

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Reporting For: **2025**

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:

Clean 33% of collection system
Televise collection system as needed
Add new lift station generators in 3 locations
Repair leaks as we find them in manholes or mains

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?

Watertown Municipal code 508

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2015-05-05

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

☒ 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)]☐☐ **0**

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:

the wastewater treatment plant facilities plan was approved by WDNR

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	33	% of system/year
Root removal	5	% of system/year
Flow monitoring	10	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	7	% of system/year
Manhole inspections	33	% of system/year
Lift station O&M	18	# per L.S./year
Manhole rehabilitation	.25	% of manholes rehabbed
Mainline rehabilitation	0.5	% of sewer lines rehabbed
Private sewer inspections		

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	1	% of system/year
Private sewer I/I removal	0	% of private services
River or water crossings	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.

29.57	Total actual amount of precipitation last year in inches
36.02	Annual average precipitation (for your location)
109	Miles of sanitary sewer
18	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
2	Number of basement backup occurrences
19	Number of complaints
2.87	Average daily flow in MGD (if available)
6.01	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)
0.02	Basement backups (number/sewer mile)
0.17	Complaints (number/sewer mile)
2.1	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:

Wet weather continues to increase flows 4x or greater in a short period of time depending on the soil conditions or time of year.

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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:

Foundation drain tiles are connected to private sanitary laterals in large parts of the older city. There are no problems with basement back-ups unless the storm sewer system is overwhelmed and surface flooding happens.

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

No changes, same high flows at the wwtp during extreme wet weather events.

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

We are placing flow meters in the system, doing studies on drainage basins, and working to put together a comprehensive private sanitary lateral replacement program to address issues.

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

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Grading Summary

WPDES No: 0028541

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	F	0	3	0
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	B	3	5	15
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			**37**	**131**
GRADE POINT AVERAGE (GPA) = 3.54				

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 Watertown Public Works Commission

Date of Resolution or Action Taken: 2026-05-12

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = F

The city completed the facility plan, which has been approved by the WDNR. The City is working on the completing several of the projects identified in the facility plan, however nothing is expected to help with our design loading exceedance. Although the influent loadings are exceeding the current design capacities, the plant is continuing to meet the effluent limits outlined in the permit.

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 = B

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. = 3.54

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The Public Works Commission has recommended the following action regarding the influent BOD design exceedance for loading. To continue working with WDNR to understand how and why the facilities plan update did not address the plant design parameters for BOD, and to continue supporting the wastewater utility staff with equipment and infrastructure improvements when and where necessary, pending available funding.

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
101 S. Webster Street
Box 7921
Madison WI 53707-7921

Tony Evers, Governor
Karen Hyun, Ph.D., Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711

WISCONSIN
DEPT. OF NATURAL RESOURCES

March 27, 2026

Project Number: S-2025-0005
CWF Loan Number: 4145-05/-07

Pete Hartz, Wastewater Treatment Manager
City of Watertown
800 Hoffman Road
Watertown, WI 53094

Subject: Approval of City of Watertown's Proposed Wastewater Treatment Plant Facilities Plan

Dear Mr. Hartz:

The Department of Natural Resources (hereafter Department) has completed the review of your Wastewater Facilities Plan. The Facilities Plan is hereby approved. The Department concurs with the selected alternative that includes a series of phased wastewater treatment plant improvements, principally consisting of equipment replacement and miscellaneous improvements, divided into near-term (0-2 years), mid-term (3-5 years), and long-term (5-10 years) phases.

The near-term improvements include the replacement of the existing preliminary treatment equipment, primary sludge and scum pumps, ultraviolet (UV) disinfection system[1], and polymer system. Other near-term miscellaneous improvements include electrical service upgrades, supervisory control and data acquisition (SCADA) system improvements, gas monitoring and fire alarm system replacements. The mid-term improvements include the replacement of the scum well pump and mixer, blowers and diffusers, chemical feed system equipment, sludge dewatering centrifuges, sludge grinders and conveyors, generator, and automatic transfer switch. Other mid-term miscellaneous improvements include adding primary sludge line cleanouts, adding a raw sewage pump station, aeration basin concrete rehabilitation, and improvements to scum well and HVAC system. The long-term improvements include the replacement of raw sewage pumps, primary and final clarifier mechanism and drives, secondary treatment pumping and mixing equipment, mixers for the anaerobic digester, the dual fueled boiler and waste gas burner, and storm water pumps.

The fundable capacity has been determined in conformance with s. NR 162.04(1)(c), Wisc. Administrative Code. Therefore, the recommended parallel cost ratios of 94.1%, 84.2%, and 99.4% for the near-term, mid-term, and long-term improvements, respectively, should be used for determination of the portion of the overall project construction eligible for subsidy under the Clean Water Fund Program. The parallel cost ratios should be verified as part of the department's review of proposed construction plans & specifications for associated projects.

If you believe that you have a right to challenge this decision, you should know that the Wisconsin statutes and administrative rules establish time periods within which requests to review Department decisions must be filed. For judicial review of a decision pursuant to ss. 227.52 and 227.53, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to file your petition with the appropriate circuit court and serve the petition on the Department. Such a petition for judicial review must name the Department of Natural Resources as the respondent.

[1] The department previously approved an abbreviated facilities plan and construction plans & specifications for the City of Watertown's UV disinfection system replacement project on August 13, 2025 under DNR review number S-2025-0583.

To request a contested case hearing pursuant to s. 227.42, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to serve a petition for hearing on the Secretary of the Department of Natural Resources. All requests for contested case hearings must be made in accordance with s. NR 2.05(5), Wis. Adm. Code, and served on the Secretary in accordance with s. NR 2.03, Wis. Adm. Code. The filing of a request for a contested case hearing does not extend the 30 day period for filing a petition for judicial review.

This notice is provided pursuant to section 227.48(2), Wis. Stats.

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES
For the Secretary

Digitally signed by Nate Willis, P.E.
Date: 2026.03.27 10:57:57 -05'00'

Nate Willis, P.E.
Wastewater Section Manager
Bureau of Water Quality

Digitally signed by Brett M. Schmidt, P.E.
Date: 2026.03.27 10:46:55 -05'00'

Brett Schmidt, P.E.
Wastewater Engineer
Bureau of Water Quality

e-cc:
Katie Hassing, P.E. – Applied Technologies, Inc., Brookfield
Ashley Brechlin – DNR Wastewater Basin Engineer, Fitchburg
Lisa Bushby – DNR Clean Water Fund Program Coordinator, Madison (CF/2)

RESOLUTION FOR
WASTEWATER UTILITY
2025 COMPLIANCE MAINTENANCE ANNUAL REPORT

SPONSOR: ALDERPERSON ARNETT
FROM: PUBLIC WORKS COMMISSION

WHEREAS, it is a requirement under the Wisconsin Pollutant Discharge Elimination System permit issued by the Wisconsin Department of Natural Resources (WDNR) to complete the Compliance Maintenance Annual Report (CMAR), referenced in Wisconsin Administrative Code NR 208; and,

WHEREAS, the CMAR is a yearly report which evaluates the physical condition, treatment performance, remaining capacity, financial stability, and the sanitary collection system of the City of Watertown's Wastewater Treatment Plant; and,

WHEREAS, by completing the CMAR for 2025, problems within the entire wastewater treatment system are identified and action can be taken to address these problems; and,

WHEREAS, the WDNR requires that the City of Watertown governing body has acknowledged and reviewed the CMAR by resolution prior to the final submission of the report; and,

WHEREAS, the Public Works Commission has recommended the following action regarding the influent BOD design exceedance for loading. To work with DNR and our consultants to understand if capacity re-rating is warranted to accurately reflect performance operations, and to continue supporting the wastewater utility staff with equipment and infrastructure improvements when and where necessary, pending available funding.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN that the proper City Officials be and are hereby authorized to approve and adopt a resolution so staff can complete the submission of the CMAR to the Wisconsin Department of Natural Resources.

	YES	*NO*
DAVIS		
LAMPE		
BERG		
NITECKI		
BLANKE		
SMITH		
ARNETT		
HAASE		
MOLDENHAUER		
MAYOR STOCKS		
TOTAL		

ADOPTED May 19, 2026

_____

CITY CLERK

APPROVED May 19, 2026

_____

MAYOR

THE CITY OF WATERTOWN

MEMO

Engineering Division of the Public Works Department

To: Chairperson Arnett and Commission Members

From: Andrew Beyer, Public Works Director

Date: May 7, 2026

Subject: Public Works Commission Meeting of May 12, 2026

Review and discuss: Labaree Street Reconstruction Project Scope

Background

Labaree Street from Boughton Street to Anne Street is planned for reconstruction in 2028, utilizing STP-Urban grant funding from the State of Wisconsin. It is currently under design by McMahon and Associates and is nearing 60% plan completion. A Public Involvement Meeting (PIM) was held on April 2nd, with most concerns surrounding park access and event use of the parking lot. To address these issues, it is proposed to place requirements in the contract documents for maintaining alternate access routes and interim completion dates. The proposed project scope of the project is as follows:

- Watermain replacement
- Spot repairs to sanitary sewer
- Storm sewer replacement
- Concrete pavement
- Concrete curb and gutter
- Concrete sidewalk installation
- Concrete shared-use path on the west side of the roadway from the Upper Pavilion to Boughton Street
- Intersection realignment at Anne Street and Perry Street
- Raised intersection at Anne Street for traffic calming and pedestrian safety/accessibility
- Raised crosswalk between Anne Street and Perry Street for traffic calming and pedestrian safety/accessibility
- Street tree planting between the roadway and the parking lot

The current plan is to reconstruct the Riverside Park parking lot at the same time the street is under construction. This approach minimizes disruption to the park and allows for complete redesign near the roadway. The parking lot project design is scheduled to begin this summer.

THE CITY OF WATERTOWN

MEMO

Budget Goal

1. Create a community where all can feel safe and strive for economic success.

Financial Impact

The current cost estimate (as of 30% plan submittal) for this project is $2,100,000. Federal Funding on this project is approved up to $923,776. Municipal Funding is planned to cover the remainder of the project costs.

Recommendation

This item is for discussion as an update on project status and scope.

THE CITY OF WATERTOWN

MEMO

Engineering Division of the Public Works Department

To: Chairperson Arnett and Commission Members

From: Andrew Beyer, Public Works Director

Date: May 7, 2026

Subject: Public Works Commission Meeting of May 12, 2026

Review & take possible action: lighting for downtown Main Street 2028 Reconstruction Project

Background

At its January 13 meeting, the Public Works Commission directed Staff to further evaluate decorative lighting options for the Downtown Main Street Reconstruction Project, including potential reuse of existing fixtures and more cost-effective decorative lighting alternatives.

Staff previously reviewed options from Sternberg Lighting and Sun Valley Lighting and discussed associated project costs, schedule considerations, and coordination requirements with the Wisconsin Department of Transportation.

Since the Commission's last discussion, Staff has received an updated quote from Sternberg Lighting which significantly reduced the estimated material cost for the decorative lighting system.

Updated Cost Comparison

Item	Quantity	Sternberg Option	Sun Valley Option
Decorative Street Light Poles (30')	42	-	-
Decorative Pedestrian Light Poles (12')	30	-	-
Decorative Street Light for Top of Signal	16	-	-
Subtotal (Material)		**$775,000.00**	**$780,877.50**
Contractor Overhead, Profit, & Installation (35%)		$271,250.00	$273,307.13
15% Contingency		$156,937.50	$158,127.69
Total Estimated Cost		**$1,203,187.50**	**$1,212,312.32**

THE CITY OF WATERTOWN

MEMO

With the revised pricing from Sternberg Lighting, the estimated total project costs between the Sternberg and Sun Valley options are now comparable.

As previously discussed with the Commission:

- Reuse of the existing lighting system is not considered feasible due to structural and component failures.
- Decorative lighting remains a City cost participation item under the project agreement.
- Significant changes to the approved lighting concept could require additional WisDOT and SHPO review, resulting in additional design costs and potential project schedule impacts.

The Commission previously directed Staff to budget in 2027 for direct City purchase of the lighting fixtures. Staff anticipates this approach will reduce contractor overhead and profit associated with the lighting system. Due to fabrication lead times, procurement would likely need to occur in 2027 to support the planned 2028 construction schedule. Per the distributor, light poles have roughly a 30-week lead time.

Budget Goal

1. Involve those who are impacted before making decisions.
2. Encourage community growth by assessing opportunities, involving ALL stakeholders, environmental needs, modern code and policy priorities.

Recommendation

Based on the updated pricing received from Sternberg Lighting, Staff recommends proceeding with the Sternberg decorative lighting option for the Downtown Main Street Reconstruction Project. The revised pricing results in project costs comparable to the Sun Valley option while maintaining the currently selected lighting aesthetic and minimizing potential project review, redesign, and schedule impacts.

THE CITY OF WATERTOWN

MEMO

Engineering Division of the Public Works Department

To: Chairperson Arnett and Commission Members

From: Andrew Beyer, Public Works Director

Date: May 7, 2026

Subject: Public Works Commission Meeting of May 12, 2026

Review and take possible action: Draft Functional Classification Map Review

Background

The Wisconsin Department of Transportation (WisDOT) intermittently conducts a review of the functional classification of streets within communities across the state. These updates reflect changes to street mileage, urban boundaries, and street usage. An update to the City of Watertown map is proposed for this year. The only change proposed in this revision is to update the urban boundary to reflect changes in the city area since the last revision (2024).

Budget Goal

1. Create a community where all can feel safe and strive for economic success.

Financial Impact

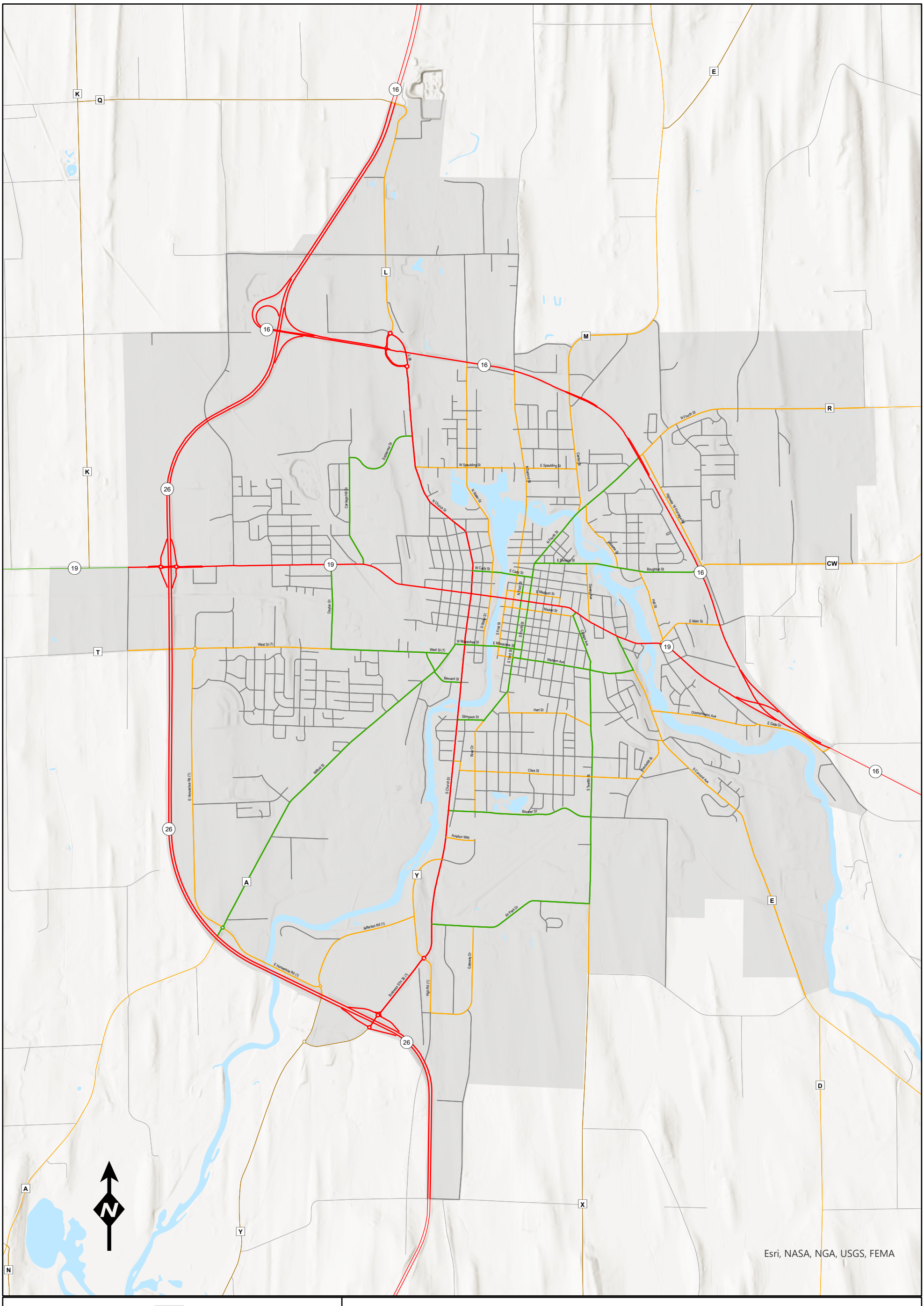
There is no cost associated with this item.

Recommendation

The Engineering Division recommends approval of the attached Draft Functional Classification Map.

Watertown

Functional Classification - Recommended Changes



- Principal Arterial
- Minor Arterial
- Major Collector
- Local
- Urban Area Boundary
- Other Nearby Urban Area
- Rural Area
- Planned Route

0 0.25 0.5 1 Miles

WisDOT Bureau of Planning and Economic Development

FHWA Approval Date: xx/xx/xx