



**A G E N D A**  
**CITY OF WAUPUN SPECIAL COMMON COUNCIL**  
**Waupun City Hall – 201 E. Main Street, Waupun WI**  
**Tuesday, October 26, 2021 at 4:30 PM**

**CALL TO ORDER**

**ROLL CALL**

**PUBLIC HEARING**

- [1.](#) PUBLIC HEARING- Ordinance to amend Ch.1.22 entitled General Government-Aldermanic Districts

**CONSENT AGENDA**

- [2.](#) Future Meetings & Gatherings, License and Permit Applications, Expenses

**RESOLUTIONS AND ORDINANCES**

- [3.](#) Resolution approving the 2022-2023 Shared Ride Taxi Operating Contract and the 2022 Public Transit Lease Agreement

**CONSIDERATION - ACTION**

- [4.](#) ACTION: City of Waupun Total Maximum Daily Load (TMDL) Compliance Plan

**ADJOURNMENT**

*Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact the City Clerk at 920-324-7915.*



## AGENDA SUMMARY SHEET

**MEETING DATE:** 10-26-21

**TITLE:** PUBLIC HEARING- Ordinance to amend Ch.1.22  
entitled General Government-Aldermanic  
Districts

**AGENDA SECTION:** PUBLIC HEARING

**PRESENTER:** Angela Hull, City Clerk

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	

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### ISSUE SUMMARY

Due to the 2020 US Census, municipalities are required to redraw aldermanic district and ward boundaries that configure to the Counties Supervisory Districts.

### STAFF RECCOMENDATION:

Waive the first reading and adopt Ordinance #21-10 to amend Chapter 1.22 entitled General Government-Aldermanic Districts

### ATTACHMENTS:

Proposed Ordinance

Proposed Aldermanic District Maps

### **MOTION OPTIONS FOR CONSIDERATION:**

1. Motion to accept the first reading of the ordinance to amend Chapter 1.22 entitled General Government-Aldermanic Districts
2. Motion to waive the first reading and adopt Ordinance #21-10 to amend Chapter 1.22 entitled General Government-Aldermanic Districts
3. Do nothing and the ordinance fails

## ORDINANCE 21-10

### AN ORDINANCE TO AMEND CHAPTER ONE OF THE MUNICIPAL CODE OF THE CITY OF WAUPUN ENTITLED "GENERAL GOVERNMENT"

THE COMMON COUNCIL OF THE CITY OF WAUPUN DO ORDAIN AS FOLLOWS:

SECTION 1: Section 1.22 of the Waupun Municipal Code entitled "Aldermanic Districts" is amended as follows:  
1.22 ALDERMANIC DISTRICTS. The City of Waupun is divided into 6 Aldermanic Districts to be known as the First, Second, Third, Fourth, Fifth and Sixth Aldermanic Districts, limited and bounded as follows:

(1) **FIRST ALDERMANIC DISTRICT.** The First Aldermanic District which incorporates Wards 1-3, shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the centerline intersection of E. Main Street and Young Street; then south on Young Street to its intersection with the centerline of E. Jefferson Street; then west on E. Jefferson to its intersection with Welch Street; then south on Welch Street to its intersection with the centerline of Wilcox Street; then west on Wilcox to its intersection with the centerline of S. Grove Street, then south on S. Grove Street following the corporate limits to its intersection with the centerline of Doty Street; then west on Doty Street to its intersection with the centerline of S. Madison Street; then south on S. Madison Street to its intersection with the corporate limits; then following the corporate limits to its intersection to the railroad tracks; then south 699 feet from the railroad tracks; then west 1558 feet; then south 1386 feet; then west 1210 feet to the intersection with the corporate limits; then south-east following the corporate limits to E. Main Street; then west on E. Main Street to the point of beginning.

(a) Ward One. Ward 1 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the point of intersection of the centerline of E. Main Street and the east boundary of the city; then west on E. Main Street to its intersection of Young Street; then south on Young Street to its intersection with the centerline of E. Jefferson Street; then west on E. Jefferson Street to its intersection with Welch Street; then south on Welch Street to its intersection with the centerline of Wilcox Street; then west on Wilcox Street to the intersection with the centerline of S. Grove Street; then south on S. Grove to its intersection with the centerline of Mayfair Street; then east on Mayfair Street to its intersection with the centerline of Shaler Drive; then north on Shaler Drive to the point of beginning.

(b) Ward Two. Ward 2 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the point of intersection of the centerline of S. Watertown Street and Doty Street, then west on Doty Street to its intersection with the centerline of S. Madison Street; then south on S. Madison Street to its intersection with the corporate limits; then following the corporate limits to the intersection of the centerline of Libby Street; then west on Libby Street to its intersection with the centerline of S. Madison Street; then south-west on S. Madison Street to its intersection of the centerline of the railroad tracks; then north on the railroad tracks for 1212 feet; then west 2659 feet to the intersection of the centerline of Beaver Dam Street; then south on Beaver Dam Street to its intersection with the corporate limits; then following the corporate limits to its intersection with Shaler Drive; then north on Shaler Drive to its intersection with Mayfair Street; then west on Mayfair Street to its intersection with S. Grove Street; then north on S. Grove Street to its intersection with the corporate limits; then following the corporate limits to the point of beginning.

(c) Ward Three. Ward 3 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing 699 feet south from the intersection of E. Lincoln Street and the railroad tracks; then west from the railroad tracks 1558 feet; then south 1386 feet; then east 1544 feet; then north to the point of the beginning.

(2) **SECOND ALDERMANIC DISTRICT.** The Second Aldermanic District which incorporates Ward 4, shall consist of all that territory lying within the corporate limits of the City and bounded as follows:

(a) Ward Four. Ward 4 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the point of intersection of the centerline of E. Brown Street and Walker Street; then south on Walker Street to its intersection with the centerline of W. Lincoln Street; then

east on W. Lincoln Street to its intersection with the railroad tracks; then south of the railroad tracks to its intersection with the corporate limits; then following the corporate limits to its intersection with S. Madison Street; then north on S. Madison Street to its intersection of Doty Street; then east on Doty Street to its intersection with the centerline of S. Watertown Street; then north on S. Watertown Street to its intersection with the corporate limits; then following the corporate limits to its intersection to S. Grove Street; then north on S. Grove Street to its intersection of the centerline of Wilcox Street; then west on Wilcox Street to the intersection of the centerline of S. Watertown Street; then north on S. Watertown Street to its intersection with the centerline of E. Brown Street; then west on E. Brown Street to its intersection of the centerline of S. Madison Street; then south on S. Madison Street for 686 feet; then west for 1329 feet to the centerline of S. Drummond Street; then north on S. Drummond Street for 686 feet to the intersection of the centerline of E. Brown Street; then west on E. Brown Street to the point of beginning.

(3) **THIRD ALDERMANIC DISTRICT.** The Third Aldermanic District which incorporates Wards 5-6, shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the centerline intersection of E. Main Street and Young Street; then south on Young Street to its intersection with the centerline of E. Jefferson Street; then west on E. Jefferson to its intersection with Welch Street; then south on Welch Street to its intersection with the centerline of Wilcox Street; then west on Wilcox Street to its intersection of the centerline of S. Watertown Street; then north on S. Watertown Street to its intersection of the centerline of E. Brown Street; then west on E. Brown Street to its intersection of the centerline of S. Madison Street; then south on S. Madison Street for 686 feet, then west to its intersection of the centerline of S. Drummond Street; then north on S. Drummond Street to its intersection with centerline of E. Brown Street; then west on E. Brown Street to its intersection with Walker Street; then south on Walker Street to its intersection with the centerline of W. Lincoln Street; then east on W. Lincoln Street to its intersection with the centerline of the railroad tracks; then south on the railroad tracks for 699 feet; then west to its intersection with the centerline of Beaver Dam Street; then north on Beaver Dam Street to its intersection with the centerline of W. Brown Street; then east on W. Brown Street to its intersection with the centerline of Hillyer Street; then north on Hillyer Street to its intersection with the centerline of W. Main Street; then east on W. Main Street to its point of the beginning.

(a) Ward Five. Ward 5 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the point of intersection of the centerline E. Main Street and Young Street; then west on E. Main Street to its intersection with the centerline of S. State Street; then south on S. State Street to its intersection with centerline of E. Brown Street; then east on E. Brown Street to its intersection with the centerline of S. Drummond Street; then south on S. Drummond Street for 686 feet; then east 1329 feet to the centerline of S. Madison Street; then north on S. Madison Street to its intersection with the centerline of E. Brown Street; then east on E. Brown Street to its intersection with S. Watertown Street; then south on S. Watertown Street to its intersection with the centerline of Wilcox Street; then east on Wilcox Street to its intersection of the centerline of Welch Street; then north on Welch Street to its intersection of the centerline of E. Jefferson; then east on E. Jefferson Street to its intersection of the centerline of Young Street; then north on Young Street to its point of the beginning.

(b) Ward Six. Ward 6 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the point of intersection of the centerline of W. Main Street and S. State Street; then west on W. Main Street to its intersection with Hillyer Street; then south on Hillyer Street to its intersection with the centerline of W. Brown Street; then west on W. Brown Street to its intersection with the centerline of Beaver Dam Street; then south on Beaver Dam Street to its intersection with the centerline of W. Lincoln Street; then south 606 feet; then east 2525 feet to the railroad tracks; then from the railroad tracks to the intersection of the centerline of E. Lincoln Street; then west on E. Lincoln Street to the intersection of Walker Street; then north on Walker Street to its intersection with centerline of W. Brown Street; then west on W. Brown Street to its intersection of the centerline of S. State Street; then north on S. State Street to the point of the beginning.

(4) **FOURTH ALDERMANIC DISTRICT.** The Fourth Aldermanic District which incorporates Wards 7-8, shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the intersection of the centerline of W. Main Street and Hillyer Street; then west on W. Main Street to its intersection with the corporate limits; then north following the corporate limits to its intersection with Beaver Dam Street; then east 1210 feet; then north 1386 feet; then west to its intersection with the centerline of Beaver Dam Street; then north to its intersection with the centerline of W. Brown Street; then east on W. Brown

Street to its intersection with the centerline of Hillyer street; then north on Hillyer Street to the point of beginning.

(a) Ward Seven. Ward 7 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing 699 feet south from the intersection of W. Lincoln Street and Beaver Dam Street; then east 1418 feet; then south 1386 feet; then west 1210 feet; then north to the point of the beginning.

(b) Ward Eight. Ward 8 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the point of intersection of the centerline W. Main Street and Hillyer Street; then west on W. Main Street following the corporate limits to the intersection of Fox Lake Road; then north-east on Fox Lake Road to its intersection with the corporate limits; then following the corporate limits to its intersection with Beaver Dam Street; then north on Beaver Dam Street to its intersection with the centerline of W. Brown Street; then east on W. Brown Street to its intersection with the centerline of Hillyer Street; then north on Hillyer Street to the point of beginning.

(5) **FIFTH ALDERMANIC DISTRICT**. The Fifth Aldermanic District shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the centerline intersection of West Main Street and North State Street; then north on North State Street to the centerline intersection of the Rock River; then following the Rock River to its centerline intersection with the railroad tracks; then north on the railroad tracks to its intersection with the corporate limits of the City; then following the corporate limits to its centerline intersection with West Main Street; then east on West Main Street to its point of beginning.

(a) Ward Nine. Ward 9 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the point of intersection of the centerline of W. Main Street and Division Street; then north on Division Street to its intersection with the centerline of Taylor Street; then west on Taylor Street to its intersection with the center line of Brandon Street; then north on Brandon Street to its intersection with the corporate limits; then following the corporate limits to its intersection with W. Main Street; then east on W. Main Street to the point of beginning.

(b) Ward Ten. Ward 10 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the point of intersection of the centerline of W. Main Street and Division Street; then north on Division Street to its intersection with the centerline of Taylor Street; then west on Taylor Street to its intersection with the center line of Brandon Street; then north on Brandon Street to its intersection with the corporate limits; then following the corporate limits north and east to its intersection with the centerline of the railroad tracks; then south along the railroad tracks to its intersection with the centerline of the Rock River; then south along the Rock River to its intersection with the centerline of N. State Street; the south on N. State Street to its intersection with the centerline of W. Main Street; then west on W. Main Street to the point of beginning

(6) **SIXTH ALDERMANIC DISTRICT**. The Sixth Aldermanic District shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the centerline intersection of W. Main Street and N. State Street; then north on North State Street to its centerline intersection with the Rock River; then following the Rock River to its centerline intersection with the railroad tracks; then north on the railroad tracks to its intersection with the corporate limits of the City; then following the corporate limits to its centerline intersection with East Main Street; then west on East Main Street to its point of beginning.

(a) Ward Eleven. Ward 11 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the point of intersection of the centerline of W. Main Street and N. State Street; then east of W. Main Street to its intersection with the centerline of Fond du Lac Street; then north on Fond du Lac Street to its intersection with the centerline of Rounsville Street; then north on Rounsville Street to its intersection with the centerline of the Rock River; then following the Rock River to its intersection with the corporate limits; then west following the corporate limits to its intersection with the centerline of the railroad tracks; then south on the railroad tracks to its intersection with the centerline of the Rock River; then following the Rock River to its intersection with the centerline of N. State Street; then south on N. State Street to the point of beginning.

(b) Ward Twelve. Ward 12 shall consist of all that territory lying within the corporate limits of the City and bounded as follows: Commencing at the point of intersection of the centerline of E. Main Street and Fond du Lac Street; then north on Fond du Lac Street to its intersection with the centerline of Rounsville Street; then north on Rounsville Street to its intersection with the centerline of the Rock River; then following the Rock River to its intersection with the corporate limits; then following the corporate limits south to its intersection with the centerline of E. Main Street; then west on E. Main Street to the beginning.

### 1.23 - SUPERVISORY DISTRICTS

(1) The following wards are placed into the following Dodge County Supervisory Districts:  
Ward

Numbers	Ward Population	Supervisory Districts
1	402	25
2	979	26
3	534	25
4	1781	25
5	1227	27
6	1521	27
7	534	26
8	1029	26
Total Population	8007	

(2) The following wards are placed into the following Fond du Lac County Supervisory Districts:  
Ward

Numbers	Ward Population	Supervisory Districts
9	1455	6
10	623	7
11	742	7
12	729	7
Total Population	3549	

SECTION 2: This Ordinance shall be in full force and effect upon its passage and publication as provided by law.

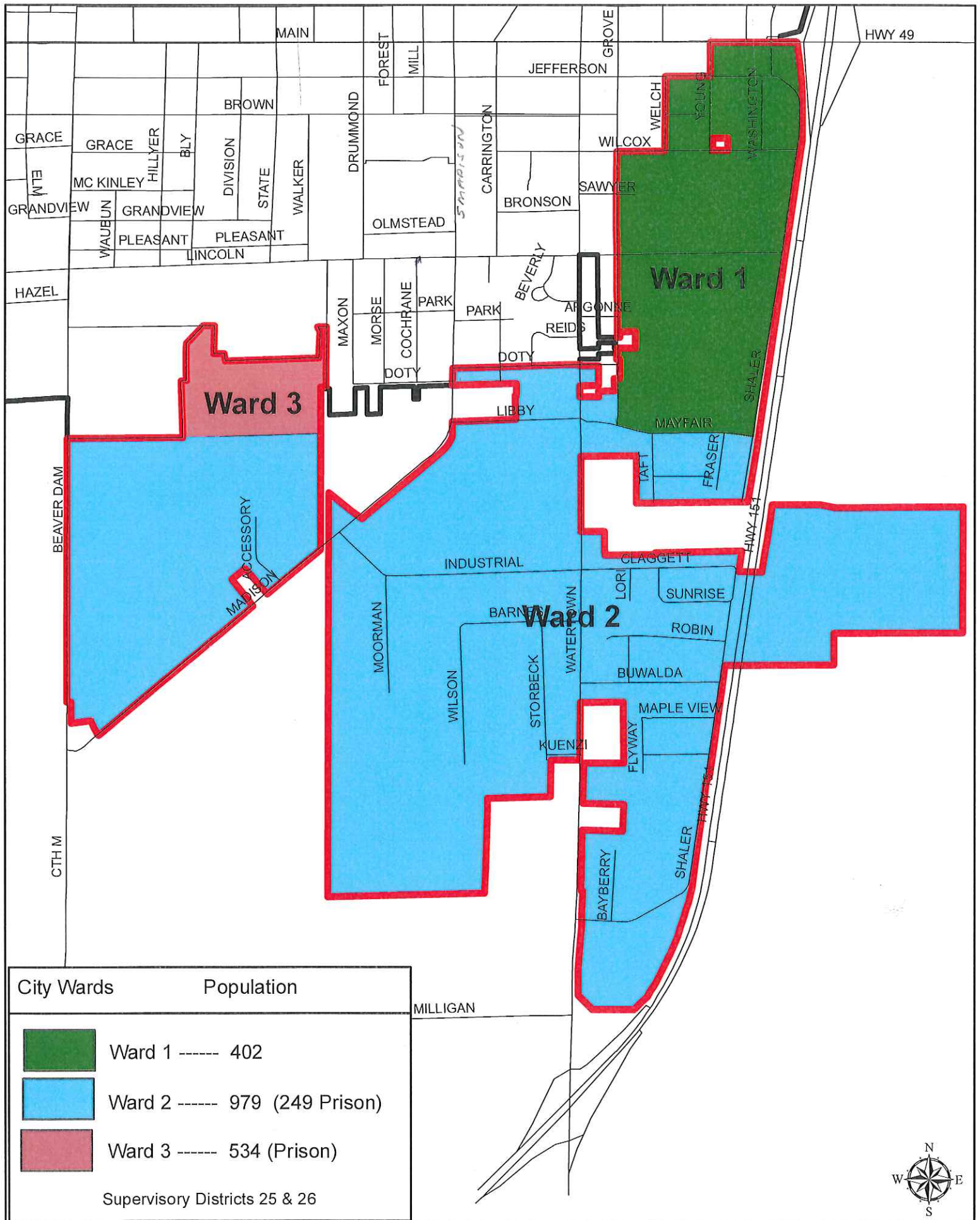
Enacted this 26<sup>th</sup> day of October, 2021

\_\_\_\_\_  
Julie J. Nickel, Mayor

ATTEST:

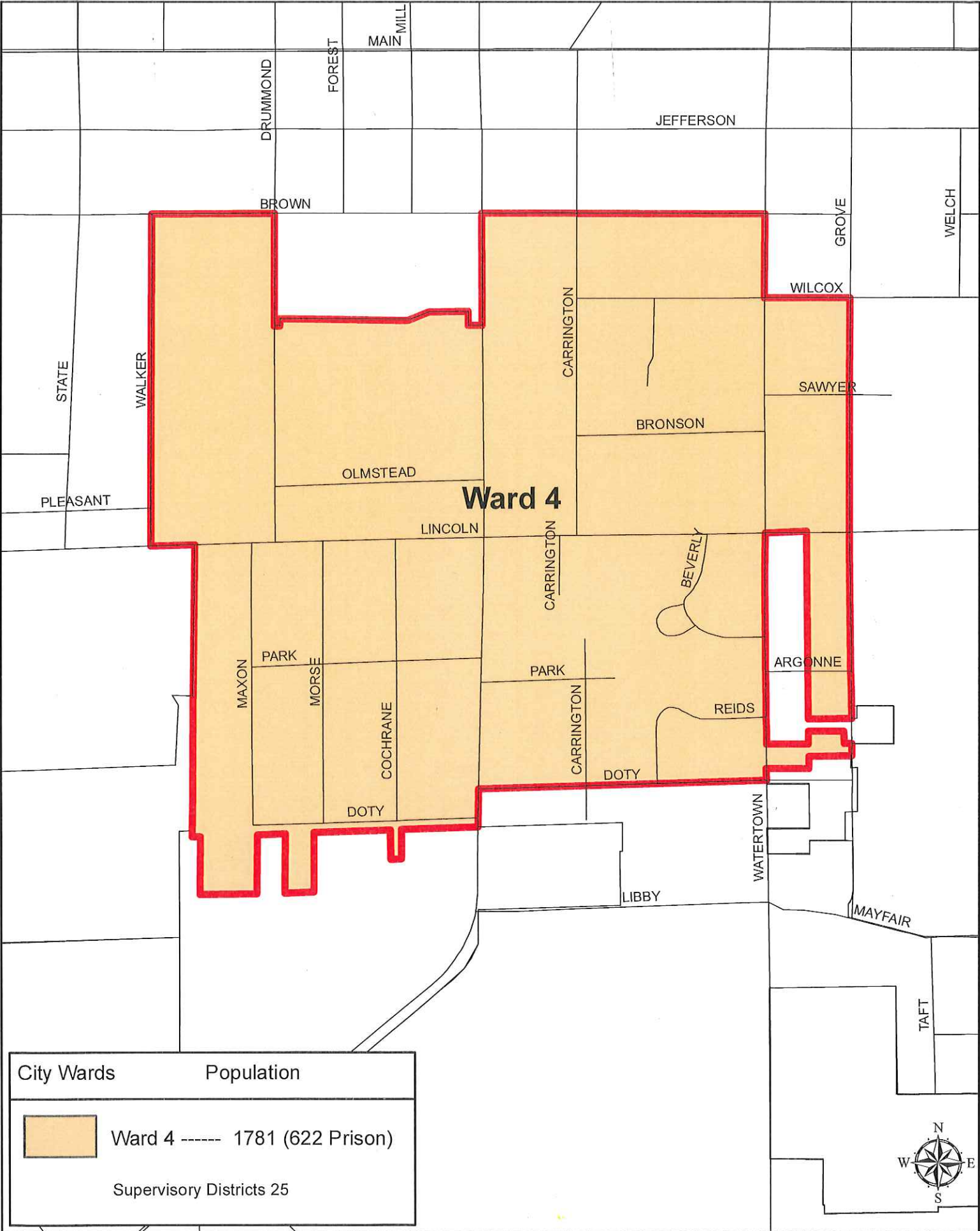
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Angela J. Hull, City Clerk

# Aldermanic District 1



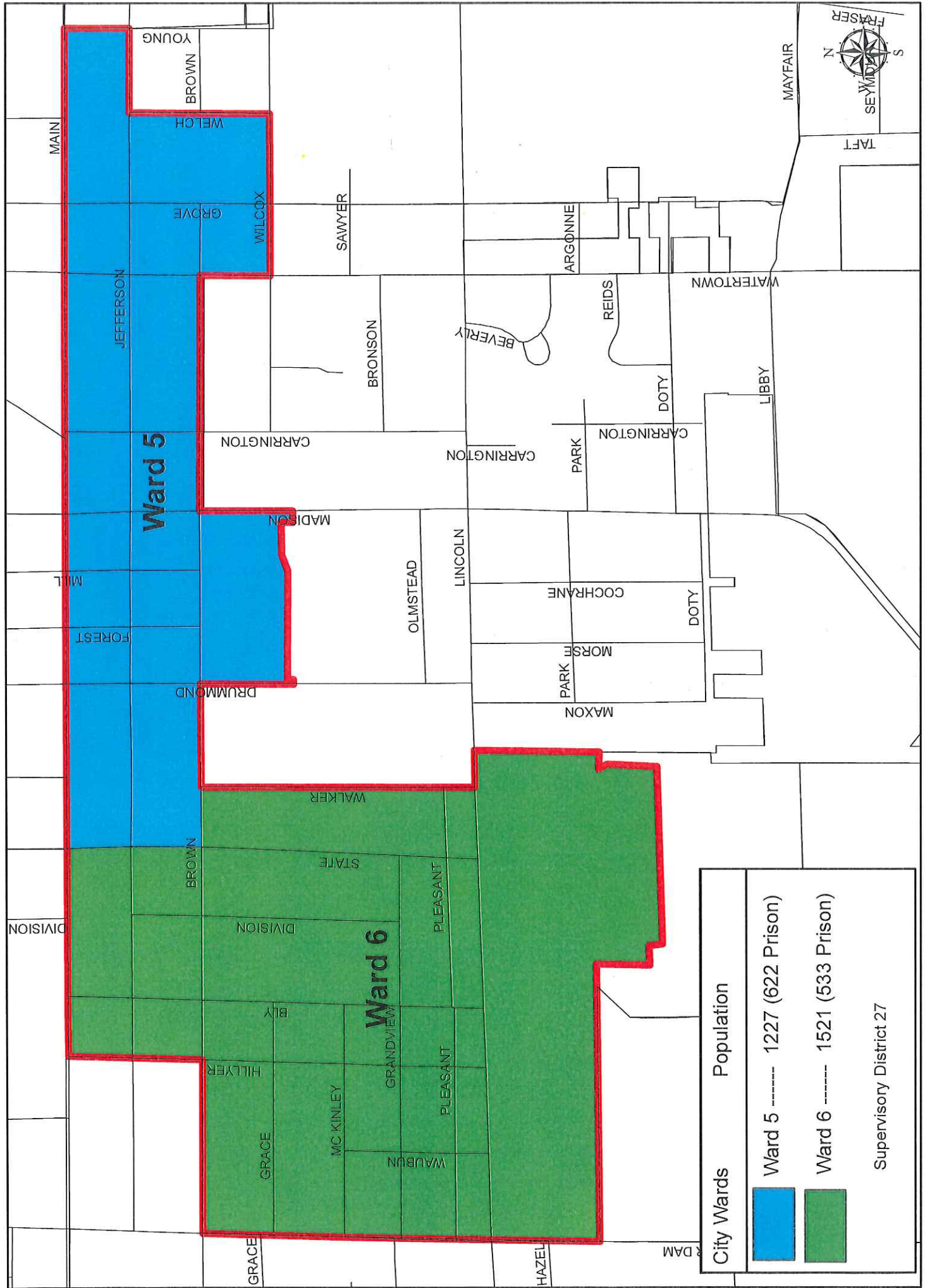


# Aldermanic District 2

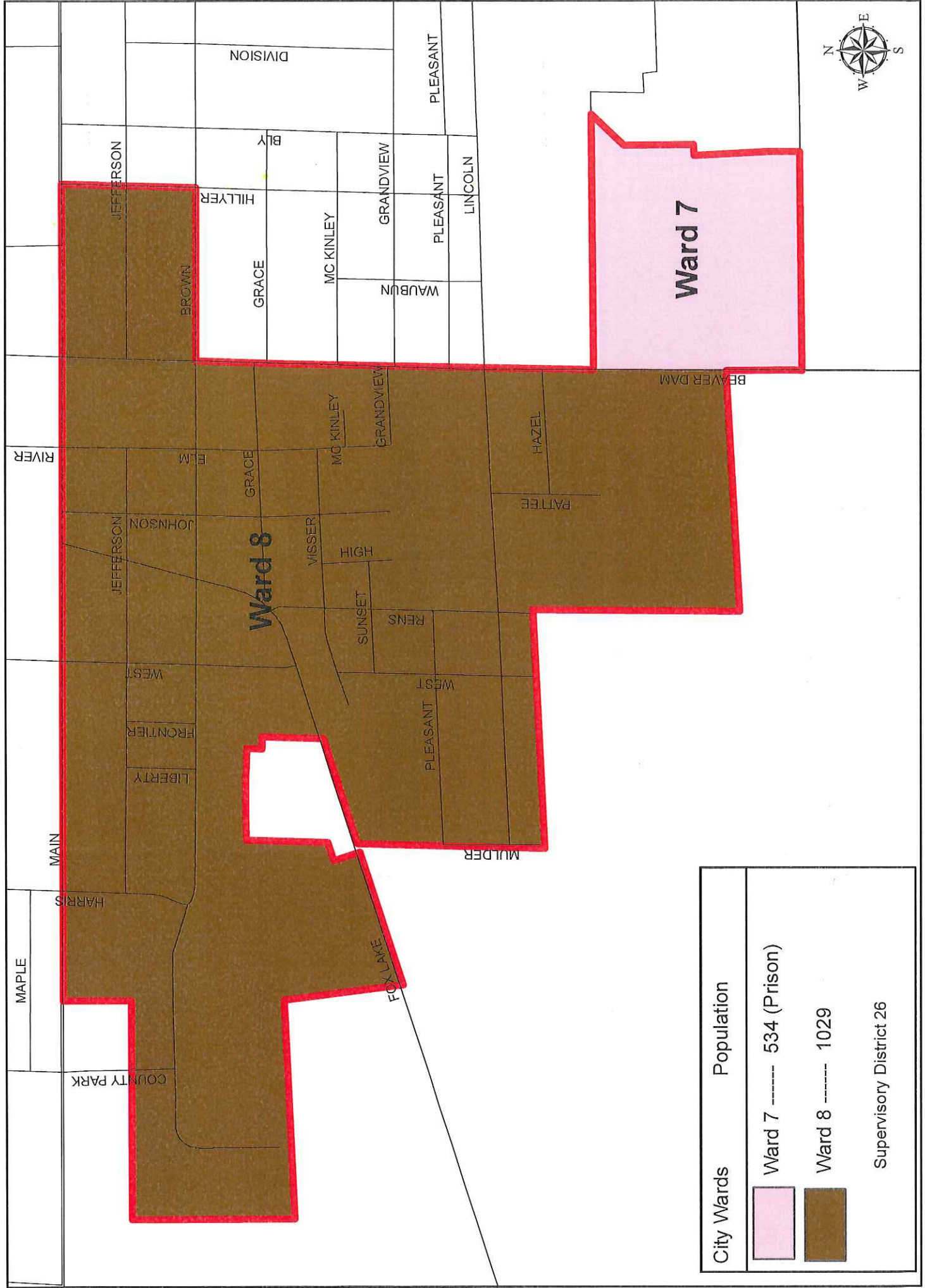




# Aldermanic District 3

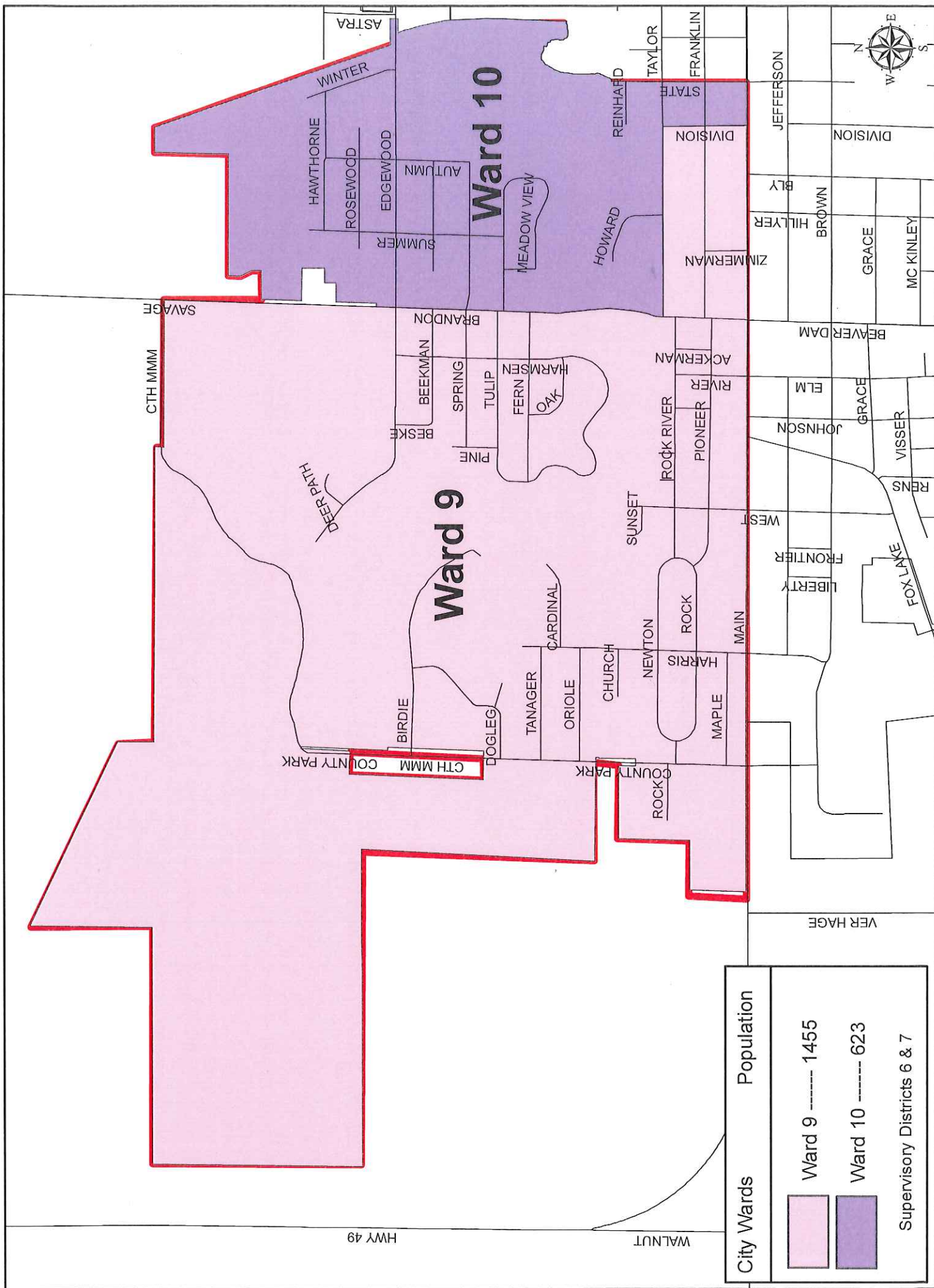


# Aldermanic District 4

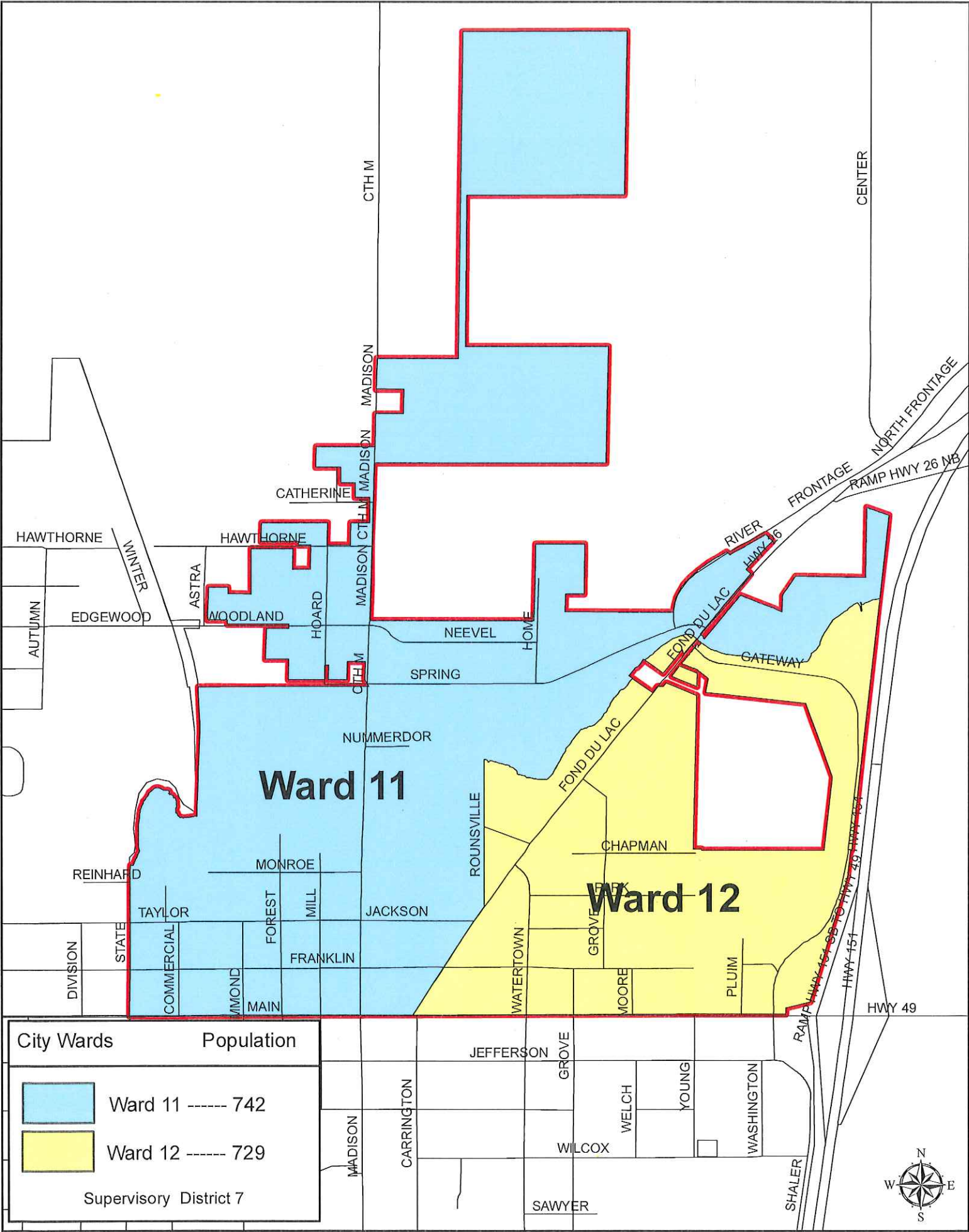




Aldermanic District 5



Aldermanic District 6





# AGENDA SUMMARY SHEET

**MEETING DATE:** 10-26-21

**TITLE:** Future Meetings & Gatherings, License and Permit Applications, Expenses

**AGENDA SECTION:** CONSENT AGENDA

**PRESENTER:** Angela Hull, Clerk

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**ISSUE SUMMARY:**

Future meetings/gatherings of the Common Council, consideration of licenses/permits, payment of expenses.

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**Future Meetings/Gatherings**

Tuesday, November 9, 2021	Common Council	6:00pm
Tuesday, November 30, 2021	Committee of the Whole	6:00pm
Tuesday, December 14, 2021	Common Council	6:00pm
Tuesday, December 28, 2021	Committee of the Whole	6:00pm

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**License and Permit Applications**

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**OPERATOR LICENSE:**

**TEMPORARY CLASS B Fermented Malt Beverage License**

**ATTACHMENTS:**

Expense Report(s)

<b>RECOMENDED MOTION:</b> Motion to approve the Consent Agenda. <i>(Roll Call)</i>
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## Report Criteria:

Report type: Summary

Check Issue Date	Check Number	Payee	Amount
10/21/2021	102832	AMAZON CAPITAL SERVICES	348.72
10/21/2021	102833	ACC CONSTRUCTION	542.30
10/21/2021	102834	ADRC OF FOND DU LAC COUNTY	2,000.00
10/21/2021	102835	BALLWEG IMPLEMENT	67.66
10/21/2021	102836	BEER, MIKE	85.00
10/21/2021	102837	BROOKS SHOE & REPAIR	900.00
10/21/2021	102838	BROWN CAB SERVICE INC	8,442.82
10/21/2021	102839	CAREW CONCRETE & SUPPLY INC	313.50
10/21/2021	102840	CHARTER COMMUNICATIONS	224.97
10/21/2021	102841	H & R SAFETY SOLUTIONS LLC	141.00
10/21/2021	102842	HILL, KRISTA	85.00
10/21/2021	102843	JOHN FABICK TRACTOR CO	32.32
10/21/2021	102844	LEONARD, JONATHAN	3,701.09
10/21/2021	102845	LINCOLN CONTRACTORS	293.99
10/21/2021	102846	PIGGLY WIGGLY DISCOUNT FOODS	1.99
10/21/2021	102847	PIT-STOP PORTABLES	463.48
10/21/2021	102848	REAL SPORTSCARDS	20,000.00
10/21/2021	102849	US PETROLEUM EQUIPMENT	767.80
10/21/2021	102850	VON BRIESEN & ROPER, S.C.	944.00
10/21/2021	102851	WPKR-FM	500.00
10/21/2021	102852	WI DEPART OF JUSTICE	358.50
10/21/2021	102853	ZERO WASTE USA	182.37
10/21/2021	102854	INSIGHT FS	579.43
Grand Totals:			40,975.94



## Report Criteria:

[Report].Invoice Date = 10/21/2021

Invoice	Description	Invoice Date	Total Cost	GL Account
<b>48 AMAZON CAPITAL SERVICES</b>				
1HFP-4DCJ-JH94	ear protection earmuffs/shooting target/loader for glock/sa	10/21/2021	348.72	100-40-5215-3-38
Total 48 AMAZON CAPITAL SERVICES:			348.72	
<b>199 ACC CONSTRUCTION</b>				
10-21-21	repair fence @ Schlieve Field - Truckers reimbursing	10/21/2021	542.30	100-13850
Total 199 ACC CONSTRUCTION:			542.30	
<b>570 ADRC OF FOND DU LAC COUNTY</b>				
10-21-21	WCCA Grant for Supplies	10/21/2021	2,000.00	220-54-5460-3-38
Total 570 ADRC OF FOND DU LAC COUNTY:			2,000.00	
<b>4015 BALLWEG IMPLEMENT</b>				
P24277	v-belt	10/21/2021	67.66	100-70-5411-3-36
Total 4015 BALLWEG IMPLEMENT:			67.66	
<b>5035 BEER, MIKE</b>				
10-21-21	NREMT testing	10/21/2021	85.00	100-50-5230-3-38
Total 5035 BEER, MIKE:			85.00	
<b>6162 BROOKS SHOE &amp; REPAIR</b>				
39191	boot allowance - Schaver	10/21/2021	150.00	100-70-5412-3-38
39188	boot allowance - Ehltz	10/21/2021	150.00	100-70-5412-3-38
39186	boot allowance - VandeZande	10/21/2021	150.00	100-70-5412-3-38
39184	boot allowance - Stobb	10/21/2021	150.00	100-70-5412-3-38
39015	boot allowance - Rens	10/21/2021	150.00	100-70-5412-3-38
39185	boot allowance - Ferch	10/21/2021	150.00	100-70-5412-3-38
Total 6162 BROOKS SHOE & REPAIR:			900.00	
<b>6252 BROWN CAB SERVICE INC</b>				
2060	Sept monthly taxi service 2021	10/21/2021	8,442.82	501-10-5154-3-38
Total 6252 BROWN CAB SERVICE INC:			8,442.82	
<b>7065 CAREW CONCRETE &amp; SUPPLY INC</b>				
1222377	concrete - FDL St & Grove St	10/21/2021	313.50	700-10-5192-3-36
Total 7065 CAREW CONCRETE & SUPPLY INC:			313.50	
<b>10048 CHARTER COMMUNICATIONS</b>				
13430-OCT21	city hall - internet	10/21/2021	134.98	100-10-5197-3-31
84621-OCT21	museum - internet - pd by Historical Society	10/21/2021	89.99	100-13850
Total 10048 CHARTER COMMUNICATIONS:			224.97	
<b>15297 H &amp; R SAFETY SOLUTIONS LLC</b>				
6455	gloves	10/21/2021	141.00	100-70-5412-3-38

Invoice	Description	Invoice Date	Total Cost	GL Account
Total 15297 H & R SAFETY SOLUTIONS LLC:			141.00	
<b>15812 HILL, KRISTA</b>				
10-21-21	NREMT test fee	10/21/2021	85.00	100-50-5230-3-38
Total 15812 HILL, KRISTA:			85.00	
<b>16663 JOHN FABICK TRACTOR CO</b>				
PIMK0140939	filters	10/21/2021	32.32	100-70-5411-3-36
Total 16663 JOHN FABICK TRACTOR CO:			32.32	
<b>17452 LEONARD, JONATHAN</b>				
10-21-21	CDA - Downtown Revitalization Grant	10/21/2021	3,701.09	405-70-5436-3-38
Total 17452 LEONARD, JONATHAN:			3,701.09	
<b>17800 LINCOLN CONTRACTORS</b>				
N63213	synthetic oil/gauge/regulator	10/21/2021	293.99	100-70-5411-3-36
Total 17800 LINCOLN CONTRACTORS:			293.99	
<b>21665 PIGGLY WIGGLY DISCOUNT FOODS</b>				
1342	card - DPW	10/21/2021	1.99	100-70-5410-3-38
Total 21665 PIGGLY WIGGLY DISCOUNT FOODS:			1.99	
<b>21790 PIT-STOP PORTABLES</b>				
A-121569	Grease trap service - baseball complex	10/21/2021	230.00	100-20-5525-3-36
A-121187	Pine Street Park Port a Potty	10/21/2021	83.48	100-20-5525-3-38
A-121568	Grease trap service - senior center	10/21/2021	150.00	100-70-5410-3-36
Total 21790 PIT-STOP PORTABLES:			463.48	
<b>22662 REAL SPORTSCARDS</b>				
10-21-21	CDA - Targeted Reinvestment Grant	10/21/2021	20,000.00	405-70-5436-3-38
Total 22662 REAL SPORTSCARDS:			20,000.00	
<b>25770 US PETROLEUM EQUIPMENT</b>				
141350	hydraulic cylinder	10/21/2021	767.80	100-70-5411-3-36
Total 25770 US PETROLEUM EQUIPMENT:			767.80	
<b>26465 VON BRIESEN &amp; ROPER, S.C.</b>				
371249	Personnel Issues - Sept 2021	10/21/2021	531.00	100-10-5143-3-38
371248	Waupun - Pausma Liligaton - Sept 2021	10/21/2021	413.00	100-10-5194-3-38
Total 26465 VON BRIESEN & ROPER, S.C.:			944.00	
<b>26486 WPKR-FM</b>				
BB2929623	Celebrate Waupun Advertising 2021	10/21/2021	20.00	450-70-5440-3-40
BB2929621	Celebrate Waupun Advertising 2021	10/21/2021	480.00	450-70-5440-3-40
Total 26486 WPKR-FM:			500.00	

Invoice	Description	Invoice Date	Total Cost	GL Account
28650 WI DEPART OF JUSTICE				
455TIME-0000011389	Time System-quarterly billing	10/21/2021	358.50	100-40-5212-3-38
Total 28650 WI DEPART OF JUSTICE:			358.50	
29940 ZERO WASTE USA				
442706	roll bag case of 4000	10/21/2021	182.37	100-70-5410-3-36
Total 29940 ZERO WASTE USA:			182.37	
300032 INSIGHT FS				
220004586	triplet weed spray	10/21/2021	482.86	100-70-5613-3-38
220004585	triplet weed spray	10/21/2021	96.57	100-70-5613-3-38
Total 300032 INSIGHT FS:			579.43	
Grand Totals:			40,975.94	

## Report GL Period Summary

GL Period	Amount
10/21	40,975.94
Grand Totals:	40,975.94

Vendor number hash: 1063299  
Vendor number hash - split: 1063299  
Total number of invoices: 34  
Total number of transactions: 34

Terms Description	Invoice Amount	Discount Amount	Net Invoice Amount
Open Terms	40,975.94	.00	40,975.94
Grand Totals:	40,975.94	.00	40,975.94

## Report Criteria:

[Report].Invoice Date = 10/21/2021



## AGENDA SUMMARY SHEET

**MEETING DATE:** 10/26/21

**TITLE:** Resolution approving the 2022-2023 Shared Ride Taxi Operating Contract and the 2022 Public Transit Lease Agreement

**AGENDA SECTION:** RESOLUTIONS AND ORDINANCES

**PRESENTER:** Sarah Van Buren, Community & Economic Development Coordinator

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Community & Economic Vitality	\$26,000	

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### ISSUE SUMMARY:

#### **Waupun Shared Ride Taxi Operating Contract**

In August 2021, the City issued a request for proposals (RFP) for the 2022/2023 calendar years to comply with federal and state grant requirements. Proposal information was posted on the State of Wisconsin Vendor Net and were available to State approved firms that are qualified to manage the taxi service. The City received proposals from two qualified vendors. Based on the Transit Committee's rating results, Brown Cab Service, Inc. was selected as the service provider for the 2022 and 2023 calendar years, with options to extend for three additional years. Brown Cab Service, Inc. is a transportation service provider with 28 years of experience in public transportation and operates 30 shared ride taxi programs in the State of Wisconsin.

#### **Public Transit Lease Agreement**

The City owns two (2) taxi vehicles that were purchased primarily with federal grant funds. The City leases the vehicles to the approved taxi provider at no charge under the conditions outlined in the attached agreement. The agreement is renewed annually. This equipment is provided to the service contractor as part of the agreement with Brown Cab Service, Inc.

### STAFF RECOMENDATION:

Approval of the attached contract, agreement, and resolution for the following items:

- Accept Brown Cab Service, Inc. as the shared ride taxi service provider for the 2022 and 2023 and approve the Operating Contract.
- Approval of the 2022 Public Transit Lease Agreement

### ATTACHMENTS:

- Shared Ride Taxi Operating Contract
- 2022 Public Transit Lease Agreement
- Resolution approving both

### **RECOMENDED MOTION:**

Motion to approve the City of Waupun Shared Ride Taxi Operating Contract and Public Transit Lease Agreement resolution accepting Brown Cab Service, Inc. as the Shared Ride Taxi Provider for 2022 and 2023.

**RESOLUTION NO. \_\_\_\_**

**RESOLUTION APPROVING WAUPUN SHARED RIDE TAXI OPERATING CONTRACT WITH BROWN CAB SERVICE, INC. TO PROVIDE SHARED RIDE TAXI SERVICES FOR THE CITY OF WAUPUN FOR YEAR 2022 AND 2023 AND APPROVING THE 2022 PUBLIC TRANSIT LEASE AGREEMENT**

**WHEREAS**, the Common Council for the City of Waupun wishes to provide shared ride taxi service for the City of Waupun for years 2022 and 2023; and

**WHEREAS**, an RFP was issued to solicit proposals from qualified taxi providers; and

**WHEREAS**, Brown Cab Service, Inc. was selected as the Service Provider for 2022 and 2023 with renewal options for three additional one-year periods beginning in 2024, 2025, and 2026; and

**WHEREAS**, and attached agreement has been provided to outline the duties and responsibilities of the taxi provider for years 2022 and 2023; and

**WHEREAS**, an agreement has also been prepared to lease vehicles to Brown Cab Service, Inc. for the year 2022; and

**WHEREAS**, the Common Council has reviewed the Operating Contract and the lease agreement.

**NOW, THEREFORE, BE IT RESOLVED** that the Common Council for the City of Waupun hereby approves the operating contract and lease agreement between the City of Waupun and Brown Cab Service, Inc. to provide shared ride taxi services for the City of Waupun for the years 2022 and 2023;

**BE IT FURTHER RESOLVED** that the Mayor and the City Clerk are authorized to sign on behalf of the City.

Adopted this 26<sup>th</sup> day of October, 2021.

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Julie J. Nickel, Mayor

ATTEST:

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Angela J. Hull, Clerk-Treasurer

## VEHICLE LEASE

WHEREAS, the City of Waupun purchased a vehicle with a grant from the "Section 5311" Program of the Federal Transit Administration (FTA); and

WHEREAS, it is proposed that said vehicle be leased from the City of Waupun by Brown Cab Service Inc. located in the City of Fort Atkinson, Wisconsin, and operated by said Lessee under the terms of certain licenses granted by the City and its agreement to provide taxi service starting January 1, 2022, copies of which documents are attached hereto and incorporated herein by reference.

NOW, THEREFORE, it is agreed by and between the City of Waupun, as Lessor and Brown Cab Service, Inc. as Lessee, as follows:

The Lessor shall and does hereby lease the following vehicle to the Lessee for a period of one year(s), commencing January 1, 2022,

2020	Dodge	Grand Caravan	2C4RDGBG0LR198006
2015	Dodge	Grand Caravan	2C7WDGBG1FR642911

on the following terms and conditions:

1. Lessee shall lease said vehicle and operate the same in accordance with its authority to operate shared ride taxi service in the City of Waupun and surrounding area pursuant to the licenses and agreement set forth therein, copies of which are attached hereto and incorporated herein by reference.
2. Title to the vehicle shall be in the name of the City of Waupun with Lessee named on the registration as Lessee. The Lessee may not sublease this vehicle.
3. The vehicle shall only be used by the Lessee for the purpose of providing public transit service in accordance with its operating assistance contract referred to above.
4. Lessee shall not be charged more than \$1 for use of municipal vehicles or other equipment.
5. The Lessee shall immediately notify the City if the vehicle is no longer used in the provision of shared ride taxi service. The Lessee shall also keep satisfactory records with regard to the use of the equipment and submit to the City upon request such information as may be required by the City to assure compliance.
6. The Lessee shall perform preventive maintenance on the vehicle and any Americans with Disabilities Act- accessibility equipment at a level no less than the manufacturer's recommended specifications. The vehicle shall be maintained in accordance with the maintenance plan filed with WisDOT.
7. The Lessee shall make the vehicle available to the Wisconsin Department of Transportation (Department) and the City upon demand for the purpose of an annual verification or other inspections deemed necessary by the Department or City.



8. A certificate of insurance for each of the following coverages shall be filed with the City Mayor prior to any operation of said vehicle:
- (a) the vehicle shall be insured for damage or loss from fire, theft, collision, and shall contain a comprehensive damage provision.
  - (b) the vehicle shall be insured for liability for personal injury and property damage for not less than \$500,000 combined single limit policy. The City shall be named co-insured.
  - (c) the Lessee is responsible for providing collision insurance on all lease vehicles. In the event insurance proceeds are received as a result of an insurance claim for collision, and in addition to any other proceeds the City receives, the Lessee will reimburse the City an amount equal to the difference of the actual deductible in force less \$500. If the actual deductible in force is less than \$500, no additional reimbursement to the City is required.
  - (d) the Lessor shall be named as an additional insured on the liability policy and all other policies shall contain a provision providing for loss to be payable to the Lessor as its interest may appear.
9. Lessor reserves the right to require the Lessee to restore the vehicle or pay for damages to the vehicle as a result of abuse or misuse of such vehicle with Lessee's knowledge and consent.
10. In the event of a default on the part of the Lessee in the payment of its lease required hereunder, or by its failure to perform any of its other obligations under this agreement, the Lessor may, at its option, declare this lease terminated and may take immediate possession of the vehicle leased hereunder, without notice.

This agreement shall extend to and be binding upon the parties hereto and their respective successors and assigns.

Lessor: City of Waupun

Lessee: Brown Cab Service, Inc.

By Julie Nickel, Mayor

By Justin Running, Vice President

Attest Michelle Kast, Finance Director

**2022 SHARED RIDE TAXI OPERATING CONTRACT  
BETWEEN THE CITY OF WAUPUN AND  
BROWN CAB SERVICE, INC.**

This Contract is made by and between the City of Waupun, hereinafter referred to as "City" and Brown Cab Service, Inc. hereinafter referred to as "Contractor."

**PRELIMINARY STATEMENT**

The City of Waupun sponsors a Shared-Ride Taxi Service as a public transportation program to serve its residents. The City solicited proposals for the operation of this service from the period commencing January 1, 2022 and ending on December 31, 2023 and Brown Cab Services, Inc.'s proposal was deemed to be most advantageous to the City and was accepted.

This contract shall include all the necessary performance standards outlined in the RFP, addendums, and the Contractor's response to that RFP by reference, including, but not limited to, service area, service standards, hours of service, service levels, handling of revenues, reservation policies, maintenance, insurance, licensing, complaint handling, promotion and publicity and other requirements.

**CONTRACT CONDITIONS**

The contractor shall, throughout the term of this contract, be responsible for maintaining proper licensing for operation as a taxicab company in the service area described in the RFP. All revenues collected by the provider, shall belong to the City and shall be shown as a separate line item on each invoice.

The Contractor shall submit invoices for the total number of hours of service provided to the City no more frequently than monthly and the City shall review said invoice and reimburse the Contractor within 20 working days after receipt of a properly submitted invoice.

Additionally, the Contractor shall provide to the City within 25 days of the conclusion of any calendar month, the following reports as detailed in the RFP:

A monthly report showing total passenger trips, passenger revenue, package delivery revenue, total miles operated and total driver hours worked. The Contractor is also responsible for preparing and submitting to the City quarterly and annual reports required by the Wisconsin Department of Transportation.

The Contractor shall maintain and retain for a period of six years ***or one year after the DOT program year audit is completed, whichever is longer***, driver logs and dispatch records to allow the City or the Wisconsin Department of Transportation to verify any data reported or billed to the City.

The City reserves the right to discontinue the contract's remaining option years at any time and may elect to re-bid the contract in whole or in part when changes in scheduled hours or hourly costs are not mutually acceptable between the Contractor and the City. Any such discontinuation of the contract shall have at least 120 days written notice to the Contractor, including the decision to not exercise an option year.

The City may terminate this contract with 120 days written notice to the Contractor. This contract shall not be assigned, transferred or encumbered in any manner without the prior written consent of the City, which consent shall not be unreasonably withheld.

The maximum amount of funding for this contract shall be \$179,572.50 (annually) based on 5,750 hours of service at the rate of \$31.23 per hour. Option year rates will be determined based upon the percent change in the CPI-U from the preceding year applied to the current contract year price.

All Federal Certifications, Assurances and Clauses included in the RFP document and certified by the Contractor, including the RFP and addendums, shall be included in this contract by reference.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021

City of Waupun  
Municipality

Brown Cab Service, Inc.  
Contractor

\_\_\_\_\_  
Authorized Official

\_\_\_\_\_  
Authorized Representative



## AGENDA SUMMARY SHEET

**MEETING DATE:** 10-26-21

**TITLE:** ACTION: City of Waupun Total Maximum Daily Load (TMDL) Compliance Plan

**AGENDA SECTION:** CONSIDERATION-ACTION

**PRESENTER:** Jeff Daane, Director of Public Works  
Kathy Schlieve, Administrator

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DEPARMTENT GOAL(S) SUPPORTED <i>(if applicable)</i>	FISCAL IMPACT	
Sustainable Infrastructure	Long-range Capital Budget Impacts	

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### ISSUE SUMMARY

The WI-DNR has responded to our appeal on stormwater TMDL compliance. They are agreeing to our relaxed schedule but are adding additional requirements because we will not be in compliance with our current permit. New requirements are as outlined in the attached document. We will review those requirements and discuss implications to our overall plan. We must submit our final plan by the end of October.

### STAFF RECCOMENDATION:

Incorporate WI-DNR requirements into the stormwater compliance plan

### ATTACHMENTS:

TMDL Compliance Plan – Request for Implementation Schedule  
WPDES-WI SO50075

### **RECCOMENDED MOTION:**

Motion to direct staff to complete and file the Stormwater TMDL Compliance Plan, incorporating requirements outlined by the WI-DNR as presented.

October 15, 2021

E. Dan Bekta  
Water Resources Engineer  
Wisconsin Department of Natural Resources  
3911 Fish Hatchery Rd  
Fitchburg, WI 53711

**Re: TMDL Compliance Plan – Request for Implementation Schedule**

Dear Mr. Bekta:

### **INTRODUCTION**

In September 2011, USEPA approved a Total Maximum Daily Load (TMDL) for the Rock River Watershed which identified reductions of Total Suspended Solids (TSS) and Total Phosphorus (TP) necessary to restore water quality to achieve designated uses for selected reaches of the Rock River and its tributaries.

The City of Waupun is an operator of a municipal separate storm sewer system (MS4). The operation of the MS4 is regulated by the Wisconsin DNR under General Permit WI-S050075-3. Appendix A of this permit describes the requirements for permittees subject to TMDLs approved by the United States Environmental Protection Agency (USEPA) prior to May 1, 2014, including the Rock River TMDL.

In December 2017, the City of Waupun completed an update to its Stormwater Quality Plan with the primary purpose of determining the level of compliance the City is achieving with regards to the Rock River TMDL. The City of Waupun is located entirely within the Rock River Watershed and drains to three distinct reaches tributary to the Rock River; South Branch Rock River, mile 3 to 30 (R2), South Branch Rock River, mile 1 to 3 (R3), and West Branch Rock River/Horicon Marsh (R4). Despite ongoing investment in stormwater infrastructure, that report found the City's stormwater management system to fall short of TSS and TP reduction requirements identified in the TMDL for all three Reaches of the Rock River Watershed.

Appendix A of Permit WI-S050075-3 allows for compliance with TMDL requirements over multiple (5-yr) terms of the permit. For TMDL reaches where MS4s are not in compliance with the TMDL the current permit requires the following additional reductions be achieved by the end of the permit term

- A level of reduction that achieves at least 20% of the remaining reduction for TSS and
- A level of reduction that achieves at least 10% of the remaining reduction for TP.

Language within the permit identifies these reductions as 'interim compliance targets' set for only the current permit term which expires April 30, 2024. Permittees are required to submit to the Wisconsin Department of Natural Resources (WDNR) a plan to achieve this level of additional reduction by October 31, 2021.

The permit further states that, "future permit reduction targets may taper off or vary" depending on specific conditions for each municipality. Regardless, for initial planning purposes, it is assumed that the

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20% TSS reduction requirement will appear in the next four (4) permit renewals and the 10% TP reduction standards will appear in the next nine (9) permit renewals such that 100% of the remaining reductions necessary to comply with the TMDL are achieved.

#### CURRENT STORMWATER QUALITY TREATMENT LEVELS

Tables 1 and 2, below, summarize the stormwater quality treatment performance achieved by the City's MS4 per the December 2017 plan update. The City is currently not in compliance with any of the TMDL stormwater quality standards.

**Table 1**  
**Additional Total Suspended Reductions Necessary to Achieve TMDL Compliance**

Reach	TSS				
	Regulated Load	Target Reduction	Actual Reduction	Shortage	Required Reduction Per Permit Cycle
	(tons/yr)			(tons/yr)	(tons/yr)
<b>R2 So. Br. Rock River (3-30)</b>	167.9	41.0%	14.5%	44.5	8.9
<b>R3 So. Br. Rock River (1-3)</b>	42.8	56.0%	41.5%	6.2	1.2
<b>R4 Horicon Marsh</b>	63.5	40.0%	20.0%	12.7	2.5

**Table 2**  
**Additional Total Phosphorus Reductions Necessary to Achieve TMDL Compliance**

Reach	TP				
	Regulated Load	Target Reduction	Actual Reduction	Shortage	Required Reduction Per Permit Cycle
	(lbs/yr)			(lbs/yr)	(lbs/yr)
<b>R2 So. Br. Rock River (3-30)</b>	1190.5	48.0%	10.1%	451.2	90.2
<b>R3 So. Br. Rock River (1-3)</b>	263.5	87.0%	31.0%	147.6	29.5
<b>R4 Horicon Marsh</b>	389.6	27.0%	17.1%	38.6	7.7

#### REACH SPECIFIC COMPLIANCE REQUIREMENTS

The City's December 2017 stormwater study identified 21 potential locations where new water quality best management practices (BMPs) may be constructed or where significant modifications to existing BMPs could be made to substantially improve water quality treatment performance. These practices are spread across the City, with some located within each of the TMDL reaches. Adequate new BMPs have been identified in the plan to achieve the TSS and TP reduction targets required for the current permit conditions for reaches 2 and 4 and to very nearly achieve the reductions for reach 3; however, additional BMPs will need to be identified to achieve full compliance with the TMDL. The City did apply for an Urban Nonpoint Source Grant to partially fund a project for 2024 to expand on the 2017 plan to



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identify the additional BMPs, however, early reports suggest that the City will not be awarded grant. The city will now plan to reapply in 2023 to study this issue to refine the plan.

**Reach 2 – South Branch of the Rock River, Miles 3 to 30.** To comply with the requirement of the City's current permit, in the next 5-yr the City needs to show an improvement in TSS reduction of 8.9 tons/yr and an improvement in reduction in TP reduction of 90.2 lbs/yr. This will require the construction of a large number of new BMPs.

The City just began construction of a new pond on Harmsen Avenue, with estimated construction costs of \$150,000. This BMP will achieve only a portion of the required reductions in TSS and TP for this reach for this permit term target and additional practices will need to be implemented.

The lowest-cost combination of additional BMPs that might be constructed in this reach as identified in the 2017 report include:

- The Monroe Street Pond, estimated in 2017 to cost \$194,000, however, preliminary design of this pond since determined that the city would need acquire additional land and increase the size of the pond to meet TP and TSS standards, resulting in a current cost estimate of \$800,000,
- The Rounsville Street Pond, estimated in 2017 to cost \$344,000,
- The 235 Fond du Lac Street Pond, estimated in 2017 to cost \$120,000,
- The Edgewood Community Church Pond, estimated in 2017 to cost \$326,000.

**Reach 3 – South Branch of the Rock River, Miles 1 to 3.** To comply with the requirement of the City's current permit, in the next 5-yr the City needs to show an improvement in TSS reduction of 1.2 tons/yr and an improvement in reduction in TP reduction of 29.5 lbs/yr.

This 2017 plan identified only two ponds which might serve this entire reach. Construction of both ponds would achieve necessary TSS reductions for the current permit cycle, but would fall short of TP reductions by 4.1 lbs/yr. These ponds are:

- The Farmland Pond, east of US151, north of Wilcox, estimated in 2017 to cost \$468,000, and
- The 103 Gateway Drive pond, estimated in 2017 to cost \$171,000; however the city would need to acquire the land at an additional cost of approximately \$120,000

**Reach 4 – Horicon Marsh.** To comply with the requirement of the City's current permit, in the next 5-yr the City needs to show an improvement in TSS reduction of 2.5 tons/yr and an improvement in reduction in TP reduction of 7.7 lbs/yr

- The Claggett Avenue Pond, estimated in 2017 to cost \$3,070,000.

The Claggett Avenue pond, when built, will be sufficient on its own to bring the entire reach within the City's MS4 into compliance with the requirements of the TDML and no other BMPs will be required in this reach. In fact, the BMP as currently conceived will achieve well over the required TSS and TP reduction levels necessary to satisfy the TMDL.

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There are a number of non-financial reasons which can affect the feasibility of a BMP construction project; however, that notwithstanding, if the City were to embark on implementation of the lowest total cost project for each of these reaches as required by the City's WPDES permit then the minimum total estimated cost would be \$5,419,000 – not including the costs to construct the Harmsen Avenue Pond.

## **CURRENT FINANCIAL RESOURCES**

The City of Waupun funds a majority of its stormwater management program through a stormwater utility, established in 2005, shortly after the city was designated as a regulated MS4. Currently, the City's stormwater utility generates \$600,980 annually. The City also relies on borrowing (average of \$367,000 annually) to support larger stormwater capital improvements within the City. Average annual operating and capital costs as well as debt service payments for the Utility total over \$1M per year. The Utility currently does not generate enough revenue to accommodate projects of a magnitude necessary to satisfy the requirements of the City's current permit.

The City's stormwater utility is based on an 'Equivalent Residential Unit' or ERU system. The Wisconsin Chapter of the American Public Works Association maintains a voluntary-reporting database of Wisconsin Communities with stormwater utilities. The latest version of this report is dated March 4, 2021 and itemizes the statistics of 122 communities with utilities. The average charge reported in the APWA document is \$63.33/ERU/yr. The current stormwater utility rate in Waupun is \$84.00/ERU/year. Waupun is currently in the top 25% of stormwater rates across the state, according to this data source.

The City is currently undertaking a rate study to determine feasibility of a rate increase for city residents. The maximum rate charged by any other municipality in WI is \$175/ERU/yr. If the City were to increase its ERU rate to this maximum amount (a 108% increase) and assign the new excess revenue to a TMDL implementation capital improvement plan, an additional \$651,062 could be generated annually. This would result in an average capital improvement budget of \$1,252,042. If this new utility rate were implemented in January 2022 and maintained over the course of the remaining permit term, which expires in April 2024, it would generate a total of \$2,817,094. Even this very large rate increase would be insufficient to generate adequate funds to construct enough practices to satisfy permit target water quality improvements in the current permit cycle.

The City could assume additional debt to fund necessary improvements in the current permit cycle; however, the City must manage debt within required capacity limits per WI Statute and City policy. Given other capital needs within the City, there is little room for the city to assume further debt burden under these limits. Knowing that required reductions in subsequent permit cycles would require even more debt, relying solely on this funding strategy is unsustainable for the City.

Certain costs for the construction of new stormwater management practices can be offset through participation in WDNR grant programs. The City has a successful history of using these grants for construction projects, however, the maximum value of any one grant for construction is \$150,000 and grants are offered only every-other-year. Alone the grant program is insufficient to relieve a significant portion of the anticipated permit compliance expense.

The City is confined by levy limits and expenditure restraint, leaving little room to generate additional revenues to support needed improvements simply through increases to property taxes. Compounding this problem further, the City of Waupun is home to three prisons. Within the current population of 11,199 (2019 Census), roughly one quarter (2,716 as of August 13, 2021) of the population is incarcerated, shifting a disproportionate share of the burden of required improvements to the remaining 8,483 private citizens within the City. When this is considered, the City is being regulated to standards and time parameters held to much larger communities without the means to pay.

In 2018, the City revised its post-construction stormwater management ordinance to require-all new development and redevelopment projects to meet both NR151 and the Rock River TMDL stormwater quality standards for TP and TSS reduction. As such, new development is helping the city to move toward compliance.

### PROPOSED PLAN

The City has constructed many stormwater quality improvement practices in the past for purposes of achieving MS4 and TMDL goals including:

- Shaler Drive Regional Pond - 2011
- Baseball Complex Storm Water Facilities – 2012
- Meadowview School Site Storm Water Pond – 2013
- Heritage Ridge Storm Water Pond – 2017
- Tanager Drive Storm Water Pond – 2021

The City remains committed to the goal of improving stormwater quality as demonstrated by the current project to design and construct the new stormwater quality pond on Harmsen Avenue in 2021.

The City has constructed these BMPs as opportunities have arisen and as financial resources have been available. Because of limitations on both fronts, this has resulted in an approximate project implementation rate of one pond every approximately 2 years. The current permit requirement necessitates the City construct a minimum of seven new ponds in the next two and a half years (not counting the Harmsen Avenue Pond).

Because of the extreme economic hardship that would be imposed on the City of Waupun to implement a stormwater quality compliance program in accordance with the requirements of General Permit WI-S050075-3, the City is requesting that WDNR allow an implementation schedule for achieving water quality targets. The City proposes the following plan:

YEAR	BMP ID*	BMP Name	Project Type	Estimated Construction Cost.	Potential Additional TSS Reduction (tons/yr)	Potential additional TP Reduction (lb/yr)	TMDL Reach
2021	15	295 Harmsen Ave	New	\$150,000.00	1.6	9.1	2
2025	7	Rounsville St	New	\$343,610.00	5	27.2	2
2031	3	103 Gateway Dr	New	\$271,060	1.5	5.5	3
2035	12	Edgewood Community Church	New	\$325,915.00	2.9	18.2	2
2041	10	Monroe St south of Harris Mill Pond	New	\$800,000.00	7.4	28.3	2
2045	1	Claggett Pond	New	\$3,070,750.00	40.1	166.8	4
TOTAL				\$4,961,335.00			

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- 1.) 2021:
    - a. Complete construction of the Harmsen Avenue Pond currently under construction at an estimated cost of \$150,000.
    - b. Acquire property near Monroe St. pond site for future pond \$66,000.
  - 2.) 2022 – 2023: Acquire land for future pond construction at 103 Gateway Dr. Current cost estimated at \$120,000.
  - 3.) 2023: Apply for a WDNR UNPS planning grant to revise 2017 Stormwater Quality Plan to evaluate approximately 45 additional new and retrofit stormwater facilities to provide additional stormwater quality treatment options.
  - 4.) 2024: Apply for WDNR UNPS construction grant for a new stormwater quality pond on Rounsville St.
  - 5.) 2025: Design and construct a stormwater quality pond at Rounsville Street an estimated cost of \$343,610.
  - 6.) 2027 – 2028: Acquire land near Edgewood Church for construction of future pond on site. Estimated cost \$120,000.
  - 7.) 2030: Apply for WDNR UNPS construction grant for a new stormwater quality pond at 103 Gateway Dr.
  - 8.) 2031: Design and construct new stormwater quality pond at 103 Gateway Dr at an estimated cost of \$171,060.
  - 9.) 2034: Apply for WDNR UNPS construction grant for a new stormwater quality pond at Edgewood Church.
  - 10.) 2035: Design and construct a new stormwater quality pond near Edgewood Church at an estimated cost of \$325,915.
  - 11.) 2040: Apply for WDNR UNPS construction grant for a new stormwater quality pond at Near Monroe St.
  - 12.) 2041: Design and construct a new stormwater quality pond near Monroe Street at an estimated cost of \$800,000.
  - 13.) 2044: Apply for WDNR UNPS construction grant for a new stormwater quality pond East of 151 (Claggett Pond site)

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14.) 2045: Design and construct a new stormwater quality pond East of US 151 (Claggett Pond site) at an estimated cost of \$3,070,750.

This plan is dependent on grant funding.

If you have any questions, please contact me at (920) 324-7918.

Thank you,

Jeff Daane  
Director of Public Works

**A.5.3** If the permittee determines by October 31, 2021, that it is unable to achieve the reductions stipulated under sections A.5.2.a and A.5.2.b, the permittee shall meet the following requirements by October 31, 2023:

**Note:** The permittee may optimize deployment of resources between the requirements listed below to maximize reductions for the least cost. In some cases, permittees may already be meeting these requirements.

**a.** Pursuant to the permittee's authority under s. 281.33(6)(a)2., Wis. Stats., the permittee shall create or revise and promulgate a municipal storm water management ordinance applicable to redevelopment that requires compliance with post-construction storm water management performance standards that are stricter than the uniform statewide standards established by the Department. When reporting to the Department under section A.6.3, the permittee shall include a justification for the level of pollutant reduction in the ordinance with an assessment of the progress it achieves towards full compliance with the TMDL. The redevelopment reductions may be adjusted to account for other storm water control measures that may exist. The permittee may also establish TP reduction levels for redevelopment projects.

**Note:** The permittee may enact an ordinance that is municipal-wide, targets individual TMDL reachsheds, or designated areas within the permitted MS4, balancing required TMDL reductions, parcel size, and the impact of other treatment options. Increasing redevelopment reductions is one tool in moving toward TMDL compliance.

**b.** The permittee shall create or revise a municipal ordinance that requires the development and implementation of a maintenance plan for all privately-owned storm water treatment facilities for which the permittee takes a TSS and/or TP reduction credit. The permittee shall develop and implement procedures and measures to verify and track that the storm water treatment facilities are inspected on a regular schedule and maintained in the intended working condition in accordance with the plans. The permittee shall require that maintenance agreements be recorded with the appropriate property records that obligates the current and future owners to implement the maintenance plans.

**c.** The permittee shall revise or promulgate a municipal ordinance that requires the submittal of record drawings for storm water management facility that the permittee takes a TSS and/or TP reduction credit. The permittee shall require submittal of the record drawing prior to close-out of the local permit or upon final approval and shall maintain appropriate records and tracking of the plans.

**d.** If the pollutant of concern is TP, the permittee shall implement, expand, or optimize a municipal leaf collection program coupled with street cleaning to serve areas where municipal leaf collection is not currently provided within the MS4 but for which a phosphorus reduction has been assigned and additional reductions could be achieved.

**Note:** The Department's "Interim Municipal Phosphorus Reduction Credit for Leaf Management Programs" guidance document includes recommendations on how the permittee's municipal leaf collection program should be designed and implemented.

The guidance is available from the Department's Internet site at:  
[https://dnr.wi.gov/topic/stormwater/standards/ms4\\_modeling.html](https://dnr.wi.gov/topic/stormwater/standards/ms4_modeling.html)

- e.** Within the MS4 permitted area, the permittee shall inventory the condition of the conveyance systems and outfalls. Where erosion or scour is occurring, the permittee shall develop a schedule to stabilize the identified areas over a 5-year period.
- f.** The permittee shall install at least one new structural BMP or enhance one or more existing structural BMPs to reduce a pollutant of concern discharged via storm water runoff to an impaired waterbody for which a WLA has been assigned to the permittee. The permittee shall develop and implement a maintenance plan for each new structural BMP.
- g.** The permittee shall conduct an analysis of the current municipal street cleaning program, to determine if additional pollutant loading reductions can be achieved. The permittee shall evaluate optimizing sweeping frequency, targeting of critical areas and time periods, and instituting parking restrictions. If a pollutant reduction can be achieved through optimizing the existing street cleaning program, the permittee shall adopt the optimized program the next calendar year or provide a written explanation to the Department explaining why the optimize street cleaning program is not feasible and provide alternative options to achieve similar pollutant reductions.

**A.6 Reporting Requirements.** For the term of this permit, the permittee shall meet the following reporting requirements:

**A.6.1 Compliance Determination Reporting.** The permittee shall submit the information requested in this appendix in accordance with the following schedule:

- a.** By March 31, 2020, for sections A.4.1 and A.5.1.
- b.** By October 31, 2021, for section A.5.2.
- c.** By October 31, 2023, for sections A.2.2.a and A.5.3.

**A.6.2 Annual Reporting.** For compliance options outlined under sections A.3, A.4, and A.5, the permittee shall include a description and the status of progress toward implementing the identified actions and activities in their MS4 annual reports due by March 31 of each year.

**A.6.3 Final Documentation.** Except for permittees complying with a Department approved adaptive management plan under section A.3.2, by October 31, 2023, the permittee shall submit documentation to the Department to verify that the permittee has completed all actions required under this appendix including the following:

- a.** An updated storm sewer system map that identifies:
  - (1)** The current municipal boundary. For a permittee that is not a city or village, identify the permitted area.