136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
Fax: (920) 478-2021
www.waterloowi.us

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, June 3, 2021 – 7:00 p.m.
Participate Remotely Or In-Person

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and news media, that a public meeting will be held to consider the following:

*** Additional Meeting Materials Available And Packet Updated 6/1/2021 10:18 AM ***

Remote Meeting Information
Join Zoom Meeting: https://us02web.zoom.us/j/89566792670?pwd=RjcrTGtmaEI4N0t4VGtJdDRwNitSZz09
Meeting ID: 895 6679 2670 Passcode: 794598

Dial-in by phone
+1 312 626 6799 US (Chicago)
Meeting ID: 895 6679 2670 Passcode: 794598

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL

2. MEETING MINUTES APPROVAL: , May 20, 2021

3. CITIZEN INPUT / PUBLIC COMMENT

4. MEETING SUMMARIES (since last Council meeting)

a. 5/24 Fire / Emergency Medical Services	d. 6/3 Finance, Insurance & Personnel Committee
b. 5/26 Board Of Review	e. 6/3 Public Works & Property Committee
c. 6/1 Water & Light Commission	f. 6/3 Public Safety & Health Committee
d. 6/2 Parks Commission	

5. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS
   a. Public Works & Property Committee
      i. Ordinance #2021-05 Amending Chapter 340 and 283-16 Of The Municipal Code Requiring Sanitary Sewer Backflow Preventers For New Residential Construction
   b. Water & Light Commission
      i. Resolution #2021-22 Review Of The Annual Wastewater Treatment Plant Compliance Maintenance Report
   c. Public Safety & Health Committee
      i. Request To Hire Vacant Full–Time Police Position

6. NEW BUSINESS
   a. Class A & B Beer, Liquor & Cider License Applications Along With A Class C Wine Application For The License Period 7/1/2021 – 6/30/2022
   b. Cigarette License Applications For the License Period 7/1/2021 – 6/30/2022 (5)
   c. Annual Mobile Home Park Licenses For The License Period 7/1/2021 – 6/30/2022 (2)

7. FUTURE AGENDA ITEMS, ANNUAL CALENDAR AND ANNOUNCEMENTS

8. ADJOURNMENT

Mo Hansen
Clerk/Treasurer

Posted & Emailed: 05/28/2021; Additional Added 6/1/2021

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location

CITY OF WATERLOO COMMON COUNCIL MEETING MINUTES: May 20, 2021

Digital audio files are archived with these written minutes additionally serving as the official record.

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Mayor Quimby called the meeting to order at 7:00 p.m. Alderpersons present: Rhynes, Schoenwetter, Kuhl, Griffin, Thomas, Weihert and Petts. Absent none. Others attending remotely or in-person: Maureen Giese; Richard Korth; Everett Butzine; Mark Herbst; Amber Gerber with the Courier; Ben Heidemann and Evan Chambers of Town & Country Engineering; Police Chief Denis Sorenson; Utility Superintendent Barry Sorenson; Fire Chief Wes Benisch; WLOO videographers; and Clerk/Treasurer Hansen. The pledge of allegiance was recited.

2. MEETING MINUTES APPROVAL: May 6, 2021. MOTION: Moved by Schoenwetter, seconded by Griffin to approve the minutes. VOICE VOTE: Motion carried.

3. CITIZEN INPUT / PUBLIC COMMENT. Maureen Giese called for municipal building hallway pictures featuring prominent women that have served the City. She called for bilingual signage. She reviewed the Comprehensive Plan Update calling for a series of revisions.

4. MEETING SUMMARIES. Brief verbal summaries were provided.

a. 5/12 Cable TV Regulatory Board
b. 5/18 Community Development Authority
c. 5/20 Finance Insurance & Personnel

5. CONSENT AGENDA ITEMS. DISCUSSION: The Mayor read the police week proclamation out loud. MOTION: Moved by Petts, seconded Schoenwetter to approve the consent agenda items. VOICE VOTE: Motion carried.
   a. Mayoral Police Week Proclamation
   b. April Reports Of City Officials And Contract Service Providers

i. Parks	iv. Public Works	vii. Water & Light Utility Commission
ii. Fire & EMS	v. Police	viii. Watertown Humane Society
iii. Building Inspections	vi. Library Board	

6. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS
   a. Plan Commission
      i. Conditional Use Application, Chad DeCaluwe, For The Property Located At 662 W. Madison Street, Waterloo. The applicant is requesting a conditional use permit to allow the construction of a 20' X 40' (800 sq. ft.) accessory building addition. A conditional use permit is required for additional garage space of this amount in a residential district. The property is described as follows: Tax Parcel: #290-0813-0712-009. Also known as 662 W. Madison Street. MOTION: Moved by Petts, seconded by Schoenwetter to grant the conditional use permit. VOICE VOTE: Motion carried.
   b. Public Safety & Health Committee
      i. Special Event License For MACC Fund - Trek 100, 8/21/2021. MOTION: Moved by Thomas, seconded by Weihert to grant the license, noting the event date of August 21st. VOICE VOTE: Motion carried.
      ii. Ordinance #2021-04 Amending §350-13 Off-Road Vehicles Relating To The Use Of All-Terrain Vehicles and Utility Terrain Vehicles To Align With State Statutes. MOTION: Moved by Thomas, seconded by Griffin to approve the ordinance. VOICE VOTE: Motion carried.
   c. Finance, Insurance & Personnel Committee
      i. April 2021 Financial Statements
         1. General Disbursements, $490,741.62. MOTION: Moved by Thomas, seconded by Kuhl to approve the disbursements. ROLL CALL VOTE: Ayes: Schoenwetter, Rhynes, Kuhl, Griffin, Thomas, Weihert and Petts. Motion carried.
         2. Payroll, $73,885.92. MOTION: Moved by Thomas, seconded by Rhynes to approve the payroll. ROLL CALL VOTE: Ayes: Schoenwetter, Rhynes, Kuhl, Griffin, Thomas, Weihert and Petts. Motion carried.
         3. Treasurer's Report & Budget Reports. MOTION: Moved by Thomas, seconded by Schoenwetter to accept the reports. VOICE VOTE Motion carried.

d. Utility Commission
    i. Wastewater Treatment Facility Planning/Funding Presentation, Ben Heidemann Town & Country Engineering. DISCUSSION: Heidemann briefed attendees on a proposed $20 million wastewater treatment facility upgrade and a corresponding potential US Department of Agriculture grant and loan application. The presentation was based on his twelve page City meeting submittal. He said a public hearing is scheduled for the evening of June 10th in the Council Chambers. No action taken.

7. NEW BUSINESS
    a. Resolution #2021-20 Authorizing A Stewardship Local Units of Government, Federal Land and Water Conservation Fund, and Recreational Trails Grant Programs Application – Maunesha River Trail Development. MOTION: Moved by Kuhl, seconded by Schoenwetter to approve the resolution. Voice Vote: Motion carried.
    b. Informational Update To The Developer Agreement – Approved Resolution 2021-10 Entering Into A Developer Agreement, City of Waterloo And JGP Land Development LLC, DeYoung Farm Subdivision (Remainder). DISCUSSION: The Mayor said the agreement was finalized and waiting on signatures. No action taken.
    c. Resolution #2021-21 Support For A Strong State & Local Partnership --Shared Revenue Fund Critical Services. MOTION: Moved by Schoenwetter and Griffin to approve the resolution. VOICE VOTE: Motion carried.
    d. Council Confirmation Of The Mayoral Appointment Of Charles Crave To Parks Commission (As A Voting Member) For A Full Term Ending In 2024. MOTION: Moved by Thomas, seconded by Weihert to confirm the appointment. VOICE VOTE: Motion carried.

8. FUTURE AGENDA ITEMS, ANNUAL CALENDAR AND ANNOUNCEMENTS. None.

9. ADJOURNMENT. MOTION: Moved by Kuhl, seconded by Griffin to adjourn. VOICE VOTE: Motion carried. Approximate time: 7:28 p.m.

Mo Hansen

Attest:
Mo Hansen, Clerk/Treasurer

136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

ORDINANCE #2021-05
Amending Chapter 340 and 283-16 Of The Municipal Code Requiring Sanitary Sewer Backflow Preventers For New Construction

The City Council of the City of Waterloo, Jefferson County, Wisconsin do ordain as follows:

SECTION I: Chapter 340 Article II Sewer Utility is hereby amended as shown in red and blue below.

Article II
Sewer Utility

§ 340-10 **Management.**
The Waterloo Sewer Utility shall be managed by the Waterloo Sewer Commission under the general direction of the Council.

§ 340-11 **Definitions.**
As used in this article, the following terms shall have the meaning indicated:

APPROVING AUTHORITY
The Commission or its duly authorized deputy, agent or representative.

BIOCHEMICAL OXYGEN DEMAND (BOD)
The quantity of oxygen utilized in the biochemical oxidation of organic matter in five days at 20° C., expressed as milligrams per liter. Quantitative determination of BOD shall be made in accordance with procedures set forth in Standard Methods.

BACKWATER
The unwanted reverse flow of liquids, solids or gases.

BACKWATER VALVE
A device designed to automatically prevent the reverse flow of wastewater in a drain system. Usually referred to as a palmer valve designed to protect the entire house drain system.

BASEMENT
That portion of a dwelling below the first floor or ground floor with its entire floor below grade.

BUILDING DRAIN
That part of the lowest horizontal piping of a drainage system which receives the discharge from soil, waste and other drainage pipes inside the walls of the building and conveys it to the building sewer.

BUILDING SEWER

The extension from the building drain to the public sewer or other place of disposal, also called "house connection" or "lateral." Except as provided in this article, building sewers shall not be subject to the jurisdiction of the City and the City shall not be responsible for the construction and/or maintenance of such sewers.

CATEGORY A

Those sanitary sewer users who discharge normal domestic strength wastewater with concentrations of BOD no greater than 250 mg/l, suspended solids no greater than 250 mg/l, nitrogen no greater than 35 mg/l, and phosphorous no greater than seven mg/l.

CATEGORY B

Those sanitary sewer users who discharge wastewater with concentrations in excess of 250 mg/l of BOD, 250 mg/l suspended solids, 35 mg/l nitrogen and seven mg/l phosphorous. Users whose wastewater exceeds the concentration for any one of these parameters shall be in Category B.

CHECK VALVE

A device designed to automatically prevent the reverse flow of wastewater for a single fixture or drain.

CHLORINE REQUIREMENT

The amount of chlorine, in milligrams per liter, which must be added to sewage to produce a specified residual chlorine content in accordance with procedures set forth in Standard Methods.

COMPATIBLE POLLUTANT

Biochemical oxygen demand, suspended solids, pH or fecal coliform bacteria plus additional pollutants identified in the NPDES permit for the publicly owned treatment works receiving the pollutants if such works were designed to treat such additional pollutants and in part do remove such pollutants to a substantial degree.

EASEMENT

An acquired legal right for the specific use of land owned by others.

FLOATABLE OIL

Oil, fat or grease in a physical state such that it will separate by gravity from wastewater by treatment in an approved pretreatment facility. A wastewater shall be considered free of floatable oil if it is properly pretreated and the wastewater does not interfere with the collection system.

GARBAGE

The residue from the preparation, cooking and dispensing of food and from the handling, storage and sale of food products and produce.

GROUND GARBAGE

The residue from the preparation, cooking and dispensing of food that has been shredded to such degree that all particles will be carried freely in suspension under the flow conditions normally prevailing in public sewers with no particle greater than 1/2 inch in any dimension.

INCOMPATIBLE POLLUTANTS

Wastewater with pollutants that will adversely affect the wastewater treatment facilities or disrupt

the quality of wastewater treatment if discharged to the wastewater treatment facilities.

INDUSTRIAL WASTE

Any trade or process waste as distinct from segregated domestic wastes or wastes from sanitary conveniences.

NATURAL OUTLET

Any outlet, including storm sewers and combined sewer overflows, into a watercourse, pond, ditch, lake or other body of surface water or groundwaters.

NITROGEN

Kjeldahl nitrogen which is the sum of organic nitrogen and ammonia nitrogen.

NORMAL DOMESTIC STRENGTH WASTEWATER

Wastewater with concentrations of BOD no greater than 250 mg/1, suspended solids no greater than 250 mg/1, nitrogen no greater than 35 mg/1 and phosphorous no greater than seven mg/1.

[Amended by Ord. No. 98-4]

pH

The logarithm of the reciprocal of the hydrogen-ion concentration. Neutral water, for example, has a pH value of seven and a hydrogen concentration of 10^{-7}

PHOSPHORUS (P)

Total phosphorus in wastewater which may be present in any of three principal forms, orthophosphates, polyphosphates and organic phosphates. Quantitative determination of total phosphorus shall be made in accordance with procedures set forth in Standard Methods.

PUBLIC SEWER

Any publicly owned sewer, storm drain, sanitary sewer or combined sewer.

REPLACEMENT COSTS

Expenditures for obtaining and installing equipment, accessories or appurtenances which are necessary during the useful life of the wastewater treatment facility to maintain the capacity and performance for which such facilities were designed and constructed. Operation and maintenance costs include replacement costs.

SANITARY SEWAGE

A combination of water-carried wastes from residences, business buildings, institutions and industrial plants, other than industrial wastes from such plants, together with such groundwater, surface water and stormwater as may be present.

SANITARY SEWER

A sewer that carries sanitary and industrial water-carried wastes from residences, commercial buildings, industrial plants and institutions, together with minor quantities of groundwater, stormwater and surface water that are not admitted intentionally.

SEWAGE

The spent water of a community. The preferred term is "wastewater."

SEWER

A pipe or conduit that carries wastewater or drainage water.

SEWER SERVICE CHARGE

A charge levied on users of the wastewater treatment facilities for payment of operation and maintenance expenses, debt service costs and other expenses or obligations of said facilities.

SLUG

Any discharge of water or wastewater which in concentration of any given constituent or in quantity of flow exceeds for any period of duration longer than 15 minutes more than five times the average twenty-four-hour concentration of flows during normal operation and shall adversely affect the system and/or performance of the wastewater treatment works.

STANDARD METHODS

The examination and analytical procedures set forth in the most recent edition of Standard Methods for the Examination of Water, Sewage and Industrial Wastes, published jointly by the American Public Health Association, the American Water Works Association and the Federation of Sewage and Industrial Wastes Associations.

STORM DRAIN

Sometimes termed "storm sewer," a drain or sewer for conveying water, groundwater, subsurface water or unpolluted water from any source.

SUSPENDED SOLIDS (SS)

Solids that either float on the surface of, or are in suspension in, water, wastewater or other liquid and that are removable by laboratory filtering as prescribed in Standard Methods and are referred to as "nonfilterable residue."

UNPOLLUTED WATER

Water of quality equal to or better than the effluent criteria in effect or water that would not cause violation of receiving water quality standards and would not be benefitted by discharge to the sanitary sewers and wastewater treatment facilities provided.

WASTEWATER

The spent water of a community. From the standpoint of source, it may be a combination of the liquid and water-carried wastes from residences, commercial buildings, industrial plants and institutions, together with any groundwater, surface water and stormwater that may be present.

WASTEWATER COLLECTION SYSTEM

The structures and equipment required to collect and carry wastewater.

WASTEWATER TREATMENT FACILITY

An arrangement of devices and structures for the storage, treatment, recycling and reclamation of wastewater, liquid industrial wastes and sludge. These systems include interceptor sewers, outfall sewers, wastewater collection systems, individual systems, pumping, power and other equipment and

their appurtenances; any works that are an integral part of the treatment process or are used for ultimate disposal of residues from such treatment; or any other method or system for preventing, abating, reducing, storing, treating, separating or disposing of municipal or industrial wastes.

WISCONSIN POLLUTANT DISCHARGE ELIMINATION SYSTEM (WPDES) PERMIT

A document issued by the state which establishes effluent limitations and monitoring requirements for the municipal wastewater treatment facility.

§ 340-12 to § 340-17 No changes.

§ 340-18 **Sewer construction, and connections and backflow prevention.**

A. Work authorized. No unauthorized person shall uncover, make any connections with or opening into, use, alter or disturb the sanitary sewer or appurtenances thereof without first obtaining a written permit from the approving authority.

B. Cost of sewer connection. All costs and expenses incident to the installation and connection of the building sewer shall be borne by the person making the connection.

C. Use of old building sewers. Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the approving authority, to meet all requirements for this article.

D. Materials and methods of construction. The size, slope, alignment and materials of construction of a building sewer and the methods to be used in excavating, placing of the pipe, jointing, testing and backfilling the trench shall conform to the requirements of the City's Building and Plumbing Codes or other applicable rules and regulations of the City. In the absence of Code provisions or in amplification thereof, the materials and procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9 shall apply.

E. Building sewer grade. Whenever possible, the building sewer shall be brought to the building at an elevation below the basement floor. In all buildings in which any building drain is too low to permit gravity flow to the public sewer, sanitary sewage carried by such building drain shall be lifted by an approved means and discharged to the building sewer.

F. Stormwater and groundwater drains. No person shall make connection of roof downspouts, exterior foundation drains, areaway drains or other sources of surface runoff or groundwater to a building sewer or building drain which is connected directly or indirectly to a sanitary sewer. All existing downspouts or groundwater drains, etc., connected directly or indirectly to a sanitary sewer shall be disconnected within 60 days of the date of an official written notice from the approving authority.

G. Conformance to plumbing codes. The connection of the building sewer into the sanitary sewer shall conform to the requirements of the Building and Plumbing Codes or other applicable rules and regulations of the City or the procedures set forth in appropriate specifications of the ASTM and WPCF Manual of Practice No. 9. All such connections shall be made gastight and watertight. Any deviation from the prescribed procedures and materials must be approved by the approving authority before installation.

H. Inspection connection. The person making a connection to a public sewer shall notify the approving authority when the building sewer is ready for inspection and connection to the public sewer. The connection shall be inspected and approved by the approving authority.

I. Barricades; restoration. All excavations for the building sewer installation shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks,

parkways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the approving authority.

J. Backwater valve. Basement floor drains in all new construction, and at such time as existing private sewer lines are repaired or replaced, shall be protected with a backwater valve or with sanitary sump with pumping equipment in accordance with § SPS 382.30(10), Wis. Adm. Code. Backwater valves, when fully open, shall have a capacity not less than that of the pipes in which installed and shall be located so as to be readily accessible for cleaning.

K. Basement fixtures except lavatories, sinks and automatic washer drains with standpipes of 30 inches or more above basement floor level shall be protected by an approved type automatic backwater valve. If fixtures excepted from the requirement for an automatic backwater valve are subject to backwater, a backwater valve of the check valve type shall be installed.

L. The Sewer Utility shall conduct a routine inspection program to identify buildings and residences that are properly protected and to require those buildings and residences that do not have adequate backwater protection to install said devices.

§ 340-19 to § 340-22 No changes.

SECTION II: Chapter 383-16 Cross-connections is hereby amended as shown in red below.

§ 283-16 **Cross-connections and backflow prevention.**
See Chapter **340**, Utilities, of this Code.

SECTION III: This ordinance shall take effect and be in force from and after its passage and posting as provided by law.

BY ORDER OF THE CITY COUNCIL OF THE CITY OF WATERLOO

_____
Mayor

Attest:

_____

Date Adopted: _____
Date Published: _____

FISCAL EFFECT: None.

WATERLOO UTILITIES

2020 WASTEWATER TREATMENT PLANT COMPLIANCE MAINTENANCE REPORT

Report receipt for distribution to City Council and public is expected late Friday or Tuesday.

5/28/2021 10:51 AM

136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
Fax: (920) 478-2021
www.waterloowi.us

RESOLUTION #2021-22

REVIEW OF THE ANNUAL WASTEWATER TREATMENT PLANT COMPLIANCE MAINTENANCE REPORT

The Common Council of the City of Waterloo, Wisconsin does hereby resolve as follows:

WHEREAS, the Waterloo Water & Light Commission and the City of Waterloo Common Council have reviewed the annual Wastewater Treatment Plant Compliance Maintenance Report, which accompanies this resolution;

THEREFORE, BE IT RESOLVED, that the City of Waterloo Common Council informs the Wisconsin Department of Natural Resources that appropriate actions will continue to be taken to maintain and exceed compliance measures.

PASSED AND ADOPTED this ___ day of June 2021.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

_____
Mo Hansen
Clerk/Treasurer

SPONSOR(S) – Utility Superintendent & Utility Commission
FISCAL NOTE – none provided

Compliance Maintenance Annual Report

Waterloo Wastewater Treatment Facility

Last Updated: 5/28/2021 Reporting For: **2020**

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

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

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	0.4826	x	362	x	8.34	=	1,458
February	0.4573	x	389	x	8.34	=	1,484
March	0.5855	x	256	x	8.34	=	1,251
April	0.4903	x	350	x	8.34	=	1,430
May	0.4928	x	366	x	8.34	=	1,505
June	0.4765	x	405	x	8.34	=	1,609
July	0.5154	x	355	x	8.34	=	1,528
August	0.4580	x	449	x	8.34	=	1,715
September	0.4519	x	394	x	8.34	=	1,483
October	0.4255	x	351	x	8.34	=	1,245
November	0.4104	x	397	x	8.34	=	1,359
December	0.3864	x	374	x	8.34	=	1,206

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	.509	x	90	=	0.4581
		x	100	=	.509
Design BOD, lbs/day	1967	x	90	=	1770.3
		x	100	=	1967

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	1	0	0	0
February	1	0	0	0	0
March	1	1	1	0	0
April	1	1	0	0	0
May	1	1	0	0	0
June	1	1	0	0	0
July	1	1	1	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		6	2	0	0
Points		12	2	0	0
Total Number of Points					**14**

14

Compliance Maintenance Annual Report

Waterloo Wastewater Treatment Facility

Last Updated: 5/28/2021 Reporting For: **2020**

3. Flow Meter

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

● Yes Enter last calibration date (MM/DD/YYYY) 11/30/2020

○ No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

● Yes

○ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

○ Yes

● No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

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

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

Septic Tanks

○ Yes gallons

● No

Holding Tanks

○ Yes gallons

● No

Grease Traps

○ Yes gallons

● No

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

○ Yes

● No

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

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

Compliance Maintenance Annual Report

Waterloo Wastewater Treatment Facility

Last Updated: 5/28/2021

Reporting For: **2020**

○ 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	14
Score (100 - Total Points Generated)	86
Section Grade	**B**

Compliance Maintenance Annual Report

Waterloo Wastewater Treatment Facility

Last Updated: 5/28/2021 Reporting For: **2020**

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	24	21.6	2	1	0	0
February	24	21.6	0	1	0	0
March	24	21.6	1	1	0	0
April	24	21.6	1	1	0	0
May	12	10.8	2	1	0	0
June	12	10.8	2	1	0	0
July	12	10.8	1	1	0	0
August	12	10.8	0	1	0	0
September	12	10.8	0	1	0	0
October	12	10.8	0	1	0	0
November	24	21.6	0	1	0	0
December	24	21.6	1	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)

11/30/2020

○ No

If No, please explain:

3. Treatment Problems

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

none

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

● Yes

○ No

Compliance Maintenance Annual Report

Waterloo Wastewater Treatment Facility

Last Updated: 5/28/2021 Reporting For: **2020**

If Yes, please explain:

Chlorides where over the limit on October 2020 we have meetings to discuss that issue every 3to4 months.

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

Waterloo Wastewater Treatment Facility

Last Updated: 5/28/2021 Reporting For: **2020**

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	24	21.6	3	1	0	0	
February	24	21.6	2	1	0	0	
March	24	21.6	2	1	0	0	
April	24	21.6	3	1	0	0	
May	12	10.8	3	1	0	0	
June	12	10.8	2	1	0	0	
July	12	10.8	0	1	0	0	
August	12	10.8	0	1	0	0	
September	12	10.8	1	1	0	0	
October	12	10.8	0	1	0	0	
November	24	21.6	1	1	0	0	**0**
December	24	21.6	1	1	0	0	
* Equals limit if limit is <= 10							
Months of Discharge/yr				12			
Points per each exceedance with 12 months of discharge:					**7**	**3**	
Exceedances					0	0	
Points					0	0	
Total Number of Points						**0**	

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is 12/6 = 2.0

1.2 If any violations occurred, what action was taken to regain compliance?

NA

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

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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	11		.29285714	3 0					
February	11		.10083333	3 0					
March	11		.06769230	8 0					
April	6.9		.07071428	6 0					
May	7.8		.07583333	3 0					
June	7.8		.18	0					
July	7.8		.03857142	9 0					
August	7.8		.02833333	3 0					
September	7.8		.02785714	3 0					
October	11		.02692307	7 0					
November	11		.0325	0					
December	11		.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?

NA

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

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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	0.271	1	0	
February	1	0.269	1	0	
March	1	0.528	1	0	
April	1	0.582	1	0	
May	1	0.568	1	0	
June	1	0.804	1	0	
July	1	0.683	1	0	
August	1	0.755	1	0	
September	1	0.569	1	0	
October	1	0.618	1	0	**0**
November	1	0.501	1	0	
December	1	0.523	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?

NA

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

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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:

NA

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 005 - 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										4.5				0	0
Cadmium		39	85										.46				0	0
Copper		1500	4300										330				0	0
Lead		300	840										14				0	0
Mercury		17	57										0				0	0
Molybdenum	60		75										6.1			0		0
Nickel	336		420										13			0		0
Selenium	80		100										0			0		0
Zinc		2800	7500										520				0	0

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 = 0

Exceedence Points

- ● 0 (0 Points)
- ○ 1-2 (10 Points)
- ○ > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- ○ Yes

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○ No (10 points) ● N/A - Did not exceed limits or no HQ limit applies (0 points) ○ N/A - Did not land apply biosolids until limit was met (0 points) 3.1.3 Number of times any of the metals exceeded the ceiling limits = 0 Exceedence Points ● 0 (0 Points) ○ 1 (10 Points) ○ > 1 (15 Points) 3.1.4 Were biosolids land applied which exceeded the ceiling limit? ○ Yes (20 Points) ● No (0 Points) 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? NA	**0**
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) 6.2 If you checked N/A above, explain why.	**0**
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management: NA	

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

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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:

We could use at least one more person to learn the plant process & maintenance

Could use more help/staff for:

Jetting & other plant duties.

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:

Not always the amount of time that should be spent in the office because of other duties that take priority.

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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We have a maintenance program on the computer that is followed weekly.

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

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Operator Certification and Education

1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- ● Yes (0 points)
- ○ No (20 points)

Name: MICHAEL W KITELINGER

Certification No: 33696

0

2. Certification Requirements

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

Sub Class	SubClass Description	WWTP	OIC		
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
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 and is basic level only.)

- ● Yes (0 points)
- ○ No (20 points)

0

3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- ☐ One or more additional certified operators on staff
- ☐ An arrangement with another certified operator
- ☐ An arrangement with another community with a certified operator
- ☒ An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- ☐ A consultant to serve as your certified operator
- ☐ None of the above (20 points)

If "None of the above" is selected, please explain:

0

4. Continuing Education Credits

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

- ○ Averaging 6 or more CECs per year.
- ○ Averaging less than 6 CECs per year.

Advanced Certification:

- ● Averaging 8 or more CECs per year.
- ○ Averaging less than 8 CECs per year.

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

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Financial Management

1. Provider of Financial Information

Name: Joy Bisco

Telephone: 920-478-2260 (XXX) XXX-XXXX

E-Mail Address (optional): jbisco@waterlooutilities.com

2. Treatment Works Operating Revenues

2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?

- ● Yes (0 points) ☐☐
- ○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?

Year: 2021

- ● 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: 2021

- ● 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		$ 706,653.83
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		$ 706,653.83
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$ 92,705.56

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) - $ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year $ 799,359.39

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? $ 922,165.00

0

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

○ Yes

● No

If No, please explain.

using the DNR alternate method for a 3 year payback on replacements.

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	Mixing station for Phosphorus removal	225000	2021
2	Adams St. project	174000	2021
3	Jefferson St. project sewer replacement.	232000	2022
4	WWTP upgrade	2000000.00	2023
5	Hendricks street project	380000.00	2024

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 4

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	3,838	
February	3,041	
March	2,143	
April	2,186	
May	2,495	
June	2,307	
July	2,901	
August	2,644	
September	3,357	
October	3,355	
November	3,296	
December	3,090	
Total	**34,653**	**0**
Average	**2,888**	**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:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

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	70,320	14.96	4,701	45.20	1,556	1,571
February	80,947	13.26	6,105	43.04	1,881	1,766
March	72,105	18.15	3,973	38.78	1,859	1,353
April	78,966	14.71	5,368	42.90	1,841	748
May	87,179	15.28	5,705	46.66	1,868	386
June	73,775	14.30	5,159	48.27	1,528	19
July	83,510	15.98	5,226	47.37	1,763	1
August	71,687	14.20	5,048	53.17	1,348	
September	77,275	13.56	5,699	44.49	1,737	
October	61,341	13.19	4,651	38.60	1,589	99
November	59,535	12.31	4,836	40.77	1,460	883
December	59,118	11.98	4,935	37.39	1,581	1,189
Total	**875,758**	**171.88**		**526.64**		**8,015**
Average	**72,980**	**14.32**	**5,117**	**43.89**	**1,668**	**802**

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?

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

- ● No
- ○ Yes

If Yes, how is the biogas used (Check all that apply):

- ☐ Flared Off
- ☐ Building Heat
- ☐ Process Heat
- ☐ Generate Electricity
- ☐ Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

- ● No
- ○ Yes

☐ Entire facility

Year:

By Whom:

Describe and Comment:

☐ Part of the facility

Year:

By Whom:

Describe and Comment:

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

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- ● Yes
- ○ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- ● Yes
- ○ No (30 points)
- ○ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

To clean a higher % of the lines and take care of problem areas when we have the time.

Did you accomplish them?

- ● Yes
- ○ No

If No, explain:

We worked up to cold weather temps forced to stop, we then where 1000' short of are goal.

☒ 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?

Sewer use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2007-06-28

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

- ☒ Private property inflow and infiltration
- ☒ New sewer and building sewer design, construction, installation, testing and inspection
- ☐ Rehabilitated sewer and lift station installation, testing and inspection
- ☐ Sewage flows satellite system and large private users are monitored and controlled, as necessary
- ☒ Fat, oil and grease control
- ☒ Enforcement procedures for sewer use non-compliance

☒ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

- ☒ Equipment and replacement part inventories
- ☒ Up-to-date sewer system map
- ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation

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☐ A description of routine operation and maintenance activities (see question 2 below)
☐ Capacity assessment program
☐ Basement back assessment and correction
☒ Regular O&M training

☒ Design and Performance Provisions [NR 210.23 (4) (e)]☐☐

What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?

☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
☒ Construction, Inspection, and Testing
☐ Others:

☒ Overflow Emergency Response Plan [NR 210.23 (4) (f)]☐☐

Does your emergency response capability include:

☒ Responsible personnel communication procedures
☐ Response order, timing and clean-up
☒ Public notification protocols
☐ Training
☐ Emergency operation protocols and implementation procedures

☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]☐☐

☐ Special Studies Last Year (check only those that apply):

☐ Infiltration/Inflow (I/I) Analysis
☐ Sewer System Evaluation Survey (SSES)
☐ Sewer Evaluation and Capacity Managment Plan (SECAP)
☐ Lift Station Evaluation Report
☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	25	% of system/year
Root removal	.2	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	1.5	% of system/year
Manhole inspections	13	% of system/year
Lift station O&M	4	# per L.S./year
Manhole rehabilitation	2	% of manholes rehabbed
Mainline rehabilitation	2.1	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services

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River or water crossings: .5 % 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.

35.79	Total actual amount of precipitation last year in inches
30.9	Annual average precipitation (for your location)
13.5	Miles of sanitary sewer
4	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
3	Number of basement backup occurrences
3	Number of complaints
.4709	Average daily flow in MGD (if available)
18.1509	Peak monthly flow in MGD (if available)
.033	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)
0.22	Basement backups (number/sewer mile)
0.22	Complaints (number/sewer mile)
38.5	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.1	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

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

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

5. Infiltration / Inflow (I/I)

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

○ Yes
● No

If Yes, please describe:

5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

○ Yes
● No

If Yes, please describe:

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Last Updated: 5/28/2021

Reporting For: **2020**

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

Depends on rain & snow events

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

Having the streets with the issue replace the sewer lines when projects are done.

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

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Grading Summary

WPDES No: 0030881

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	B	3	3	9
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			**37**	**145**
GRADE POINT AVERAGE (GPA) = 3.92				

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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Reporting For: **2020**

Resolution or Owner's Statement

Name of Governing Body or Owner: City of Waterloo

Date of Resolution or Action Taken: 5/27/21

Resolution Number: 2021-22

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 = B

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS
(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 3.92

Date: June 3, 2021

Chief Denis P. Sorenson
5-26-2021

To: Common Council Members

From: Police Chief Denis P. Sorenson

Subject: Class A and B Intoxicating Liquor and Beer License Applications

The following Class A and B Intoxicating Liquor and Beer License applications have been reviewed and are in compliance with the regulations, ordinances and laws of the City of Waterloo Municipal Code.

NAME OF INDIVIDUAL/PARTNERSHIP/LLC AGENT NAME ADDRESS OF APPLICANT TRADE NAME PREMISE LOCATION PREMISE DESCRIPTION	"Class B" Intoxicating Liquor License	Class "B" Beer License	Class "A" Beer License	"Class A" Intoxicating Liquor License	"Class A" Intoxicating Liquor License (Cider Only)	"Class C" Wine License	Cigarette License
Coaches Alley, LLC Laurie Kay Gorder, Agent 204 Anna Street, Apt. 108, Waterloo (Coaches Alley, LLC) 151 N. Monroe Street Bar room & basement	X	X					
Peggy Hansen, LLC Peggy Hansen, Agent 112 Hickory Lane, Waterloo (The MT Bar) 120 E. Madison Street Main floor of building including deck, basement	X	X					
Ruthless, LLC Korby James Holzhueter, Agent 59 London Road, Cambridge (Madison Street Pub) 203 W. Madison Street All alcohol beverages and records stored at 203 W. Madison Street, first floor & basement	X	X					

NAME OF INDIVIDUAL/PARTNERSHIP/LLC AGENT NAME ADDRESS OF APPLICANT TRADE NAME PREMISE LOCATION PREMISE DESCRIPTION	"Class B" Intoxicating Liquor License	Class "B" Beer License	Class "A" Beer License	"Class A" Intoxicating Liquor License	"Class A" Intoxicating Liquor License (Cider Only)	"Class C" Wine License	Cigarette License
Blinky's Bowl, Inc./DBA Stubby's Bowl Van Stenberg, Agent 1317 Oak Street, Waterloo (Stubby's Bowl) 127 E. Madison Street Bars up & down, 2 coolers & booze storage, all downstairs, office basement, pinsetter machine room	X	X					
Krause Langer VFW Post 6614 Gary Jensen, Agent 401 Anna Street, Waterloo (VFW Krause Langer Post 6614) Entire main floor & basement		X					
Gregorio Ayala, Individual 104 E. Madison Street, Waterloo (Ayala's Market) 104 E. Madison Street 1st floor, basement of brick building	X	X					X
The Venue at River's Edge, LLC Lee Columbus, Agent 850 Herron Drive, Columbus (The Venue at River's Edge) First floor hall and lower level reception room	X	X					
Kwik Trip, Inc. Judith A. Bunge, Agent 1323 Colonial Drive, Watertown (Kwik Trip #366) 115 Portland Road One story frame construction with storage in coolers, on sales floor & behind sales counter			X	X			X
Loeder Oil Co., Inc. Daniel Lee Loeder, Agent 4410 Buckley Ridge Cir., Cottage Grove (Loeder BP Waterloo) 300 W. Madison Street Walk in cooler, store sales area & backroom			X		X		X

NAME OF INDIVIDUAL/PARTNERSHIP/LLC AGENT NAME ADDRESS OF APPLICANT TRADE NAME PREMISE LOCATION PREMISE DESCRIPTION	"Class B" Intoxicating Liquor License	Class "B" Beer License	Class "A" Beer License	"Class A" Intoxicating Liquor License	"Class A" Intoxicating Liquor License (Cider Only)	"Class C" Wine License	Cigarette License
Dolgencorp, LLC Chris Engelhardt, Agent 3189 W 3rd Ave., Oxford (Dollar General Store #15975) 200 Anna Street 8195 Sq Ft stand alone building			X	X			X
Waterloo Piggly Wiggly, LLC Jeffrey M. Tate, Agent W2146 Pond Road, Neosho (Piggly Wiggly) 810 N. Monroe Street Retail Supermarket			X	X			X
The Mode Venue, LLC Jeff Deegan, Agent (The Mode) 121 S. Monroe Street Ballroom, Green Room, Hallway, Lobby, Vestibule, Backstage, Public Restrooms		X				X	
TOTALS	6	8	4	3	1	1	5

Council Approval 6/3/2021:

136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (414) 478-3025

APPLICATION FOR ANNUAL MOBILE HOME PARK LICENSE

TO THE CLERK OF THE

CITY OF WATERLOO

COUNTY OF JEFFERSON

The undersigned hereby applies for an Annual Mobile Home Park License for the term beginning July 1, 21 *through June 30,* 22.

The applicant agrees to comply with and be bound by all the laws, ordinances, rules, regulations and penalties governing the Mobile Home Park for which this license is applied for. His business name and address is:

Wdl Park *(TradeName)*

300 Hendricks St Waterloo WI *(Address)*

17 *(Number of Parking Spaces)*

A receipt is submitted herewith, showing the payment of the sum of $2.00 for each space in the existing or proposed park, but not less than $25.00 to the treasurer, in payment of this license.

Dated: 3 May 21 *Signed:* Parker Dow

Morgane Seims

TO BE COMPLETED BY CLERK

Date Paid: 5/3/21 *Receipt Number:*_____

*Date License Granted:*_____

*License Number Issued:*_____ *Date License Issued:*_____

136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (414) 478-3025

APPLICATION FOR ANNUAL MOBILE HOME PARK LICENSE

TO THE CLERK OF THE

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The undersigned hereby applies for an Annual Mobile Home Park License for the term beginning July 1, 21 *through June 30,* 22.

The applicant agrees to comply with and be bound by all the laws, ordinances, rules, regulations and penalties governing the Mobile Home Park for which this license is applied for. His business name and address is:

Greeninghame Condominium LLC *(TradeName)*

300 Hendricks St Waterloo WI *(Address)*

70 *(Number of Parking Spaces)*

A receipt is submitted herewith, showing the payment of the sum of $2.00 for each space in the existing or proposed park, but not less than $25.00 to the treasurer, in payment of this license.

Dated: ~~3 Apl~~ 3 May 21

Signed: Parker Dow

Morganne Seiner

TO BE COMPLETED BY CLERK

Date Paid: 5/3/21 *Receipt Number:*

Date License Granted:

License Number Issued: *Date License Issued:*

Waterloo City Council - Annual Calendar

Meeting nights: 1st & 3rd Thursdays at 7:00 pm

JANUARY
FEBRUARY
MARCH - Waterloo incorporated March 19, 1859 - Audit Presentation
APRIL - Mayoral appointments - Annual Organizational Meeting (1st meeting subsequent to the regular election and qualification of new members) - Election of Council President - National Library Week
MAY - National Firefighters Day (May 4) - National EMS Week - National Police Week
JUNE
JULY
AUGUST
SEPTEMBER
OCTOBER
NOVEMBER - Budget public hearing and consideration of a Finance, Insurance & Personnel Committee budget recommendation
DECEMBER