



11333 N. Cedarburg Road  
Mequon, WI 53092  
Phone: 262-236-8145  
Fax: 262-242-9655

[www.ci.mequon.wi.us](http://www.ci.mequon.wi.us)

Public Works Department

**PUBLIC WORKS COMMITTEE**

**Tuesday, June 14, 2016**

**7:00 PM**

**South Conference Room**

**Agenda**

1) Call to Order, Roll Call

2) Approval of Minutes

a. May 10, 2016 Minutes

3) Resolutions

**Action requested: review and recommend approval**

a. **RESOLUTION 3386** Granting of Easement to WE Energies: 10800 North Industrial Drive

b. **RESOLUTION 3383** Wisconsin Department of Natural Resources NR208 - Compliance Maintenance Annual Report 2015

4) Adjourn

*Dated: June 14, 2016*

*/s/ Pamela Adams, Chair*

.....  
Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the Public Works Department at 262-236-2913, Monday through Friday, 7:00 AM – 3:30 PM.

CITY OF MEQUON  
WISCONSIN  
\*\*\*\*\*

**COMMITTEE ON PUBLIC WORKS**  
MINUTES  
May 10th, 2016

1. The meeting was called to order at 6:32 p.m. with Alderman Mayr, Alderman Pukaite, and Alderman Adams present.

Staff present was Director of Public Works/City Engineer Lundeen, and Administrative Secretary Deuster.

2. Election of Committee Chair was motioned by Ald. Pukaite nominating Ald. Adams, motion was seconded by Alderman Mayr and unanimously approved by the Committee.
3. The minutes of the April 12th, 2016 Public Works Committee meeting were moved for approval by Ald. Adams, seconded by Ald. Mayr and unanimously approved by the Committee as written.
4. Director of Public Works/City Engineer Lundeen informed the Committee that, Resolution 3373 needed approval for awarding the 2016 GSB-88 Bituminous Seal Contract to Fahrner Asphalt Sealers, LLC, Kaukauna, WI. GSB-88 is sprayed to protect and seal the road and is not seal coating nor does it contain aggregate. Ald. Mayr asked how long it would take to complete in a day. Director of Public Works/City Engineer Lundeen stated fresh oil will be applied to 1 lane at a time and both lanes can be done within a day without risking damage to cars. GSB-88 Bituminous Seal is a black bituminous sealer which looks similar to an asphalt driveway seal. This is used to help extend the life of the pavement for approximately five years. Ald. Adams asked if we would not use the previous seal coating, Director of Public Works/City Engineer Lundeen stated seal coating would be used in the future but that would not be looked into until the 2017 year. The 2015 seal coat contractor was in default and that the city is working to remedy the seal coat failures under the warranty. The city could also include some of the seal coated roads in case we felt it was the solution. Since the contractor has not been able to address it, we will not do anything with the previous seal coating until next fall or 2017 year.

Following discussion, it was moved by Ald. Pukaite, seconded by Ald. Mayr, and unanimously approved by the Committee on Public Works to recommend approval of Resolution 3373, Awarding the 2016 GSB-88 Bituminous Seal Contract to Fahrner Asphalt Sealers, LLC, Kaukauna, WI in the Amount of \$266,030, to the Common Council for approval.

5. Director of Public Works/City Engineer Lundeen informed the committee that approval was needed in awarding the 2016 Road Improvements Contract to Payne & Dolan, Inc. This is one of the bigger contracts and Payne & Dolan is the low bidder. This does involve widening Green Bay Road, which was not a requirement for the Local Road Improvement Program (LRIP) funding but that when Thiensville widened they asked us to also widen the road which was the number one priority on the Bikeway Commission's list. We have agreed to do this to allow access to the road and Ozaukee Interurban Trail (OIT). Ald. Adams and Ald. Mayr did state concern over the bicyclists' safety on this portion of roadway. Ald. Adams asked how much additional cost, Director of Public Works/City Engineer Lundeen stated the cost savings wouldn't be seen in this contract, since it would be our crews doing the work on the widening.

Following discussion, it was moved by Ald. Pukaite, seconded by Ald. Mayr, and unanimously approved by the Committee on Public Works to recommend approval of Resolution 3374, awarding the Road Improvements Contract to Payne & Dolan, Inc., Jackson, WI in the Amount of \$962,170, to Common Council for approval.

6. The next meeting for Public Works is set for June 14<sup>th</sup> if there are items to be forwarded to the June Common Council meeting. Also there is an additional meeting to discuss the Drainage CIP for June 16<sup>th</sup> so that we could further discuss this and allow the public to participate if they so choose to.
7. There being no further business to conduct, the meeting was unanimously adjourned at 6:58 p.m.



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Office of Engineering

**TO: Public Works Committee**  
**FROM: Kristen Lundeen, Director of Public Works/City Engineer**  
**DATE: June 3, 2016**  
**SUBJECT: Granting of Easement to WE Energies: 10800 North Industrial Drive**

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### **Background**

At the existing Public Works building, the transformer providing service to the building is outdated and will not support the components of the new Combined Department of Public Works (DPW) Facility. The existing transformer is also in conflict with the footprint of the new facility. As such, We Energies is requesting an easement to provide service to a new transformer to be installed outside of the proposed building pad.

### **Analysis**

The easement is required for We Energies to protect its infrastructure that will be installed to serve the Combined DPW Facility. Several staff meetings identified the proper location of the transformer, as shown in the easement documents. The attached legal description and exhibit for the easement will be updated after installation to reflect the final location.

### **Fiscal Impact**

There is no cost for the easement itself. The Common Council approved the expenditure for the installation of the electrical service at a previous meeting.

### **Recommendation**

Staff recommends that the Public Works Committee favorably endorse and the Common Council approve Resolution 3386 granting an easement to We Energies for the Combined DPW Facility at 10800 North Industrial Drive.

#### Attachments:

3875228MequonEA (DOC)  
 TempExAMEquon (PDF)

COMMON COUNCIL  
OF THE  
CITY OF MEQUON

RESOLUTION 3386

Granting of Easement to WE Energies: 10800 North Industrial Drive

**WHEREAS**, the City of Mequon owns land at 10800 North Industrial Drive; and

**WHEREAS**, WE Energies has proposed to install electrical service for the Combined Department of Public Works Facility; and

**WHEREAS**, staff has reviewed WE Energies requested easement and is in agreement with the proposed installation, restoration and easement agreement.

**NOW THEREFORE, BE IT RESOLVED** by the Common Council of the City of Mequon that the City hereby grants the easements to WE Energies as proposed and shown on the attached easement documents and that the appropriate City officials be authorized to execute the easement documents.

\_\_\_\_\_  
Approved by: Dan Abendroth, Mayor

Date Approved: June 14, 2016

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on June 14, 2016.

\_\_\_\_\_  
William H. Jones, Jr., City Clerk

**DISTRIBUTION EASEMENT  
UNDERGROUND**

Document Number

WR NO. **3875228** IO NO. **10943**

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **CITY OF MEQUON**, hereinafter referred to as "Grantor", owner of land, hereby grants and warrants to **WISCONSIN ELECTRIC POWER COMPANY, a Wisconsin corporation doing business as We Energies**, hereinafter referred to as "Grantee", a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area".

The easement area is described as strips of land 15 feet in width being part of **Parcel 1 of Certified Survey Map No. 2114** as recorded in the office of the Register of Deeds for Ozaukee County in Volume 15 on Pages 362 through 364, inclusive, as Document No. 422334 and being a division of a part of the Northeast 1/4 of the Southeast 1/4 of Section 27 and the Northwest 1/4 of the Southwest 1/4 of Section 26, Township 9 North, Range 21 East in the City of Mequon, Ozaukee County, Wisconsin.

The location of the easement area with respect to Grantor's land is as shown on the attached drawing, marked Exhibit "A", and made a part of this document.

RETURN TO:  
We Energies  
PROPERTY RIGHTS & INFORMATION GROUP  
231 W. MICHIGAN STREET, ROOM A252  
PO BOX 2046  
MILWAUKEE, WI 53201-2046

14-027-13-007.00  
(Parcel Identification Number)

1. **Purpose:** The purpose of this easement is to construct, install, operate, maintain, repair, replace and extend underground utility facilities, conduit and cables, electric pad-mounted transformers, manhole, electric pad-mounted switch-fuse units, electric pad-mounted vacuum fault interrupter, concrete slabs, power pedestals, riser equipment, terminals and markers, together with all necessary and appurtenant equipment under and above ground as deemed necessary by Grantee, all to transmit electric energy, signals, television and telecommunication services, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. **Access:** Grantee or its agents shall have the right to enter and use Grantor's land with full right of ingress and egress over and across the easement area and adjacent lands of Grantor for the purpose of exercising its rights in the easement area.
3. **Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric codes or any amendments thereto.
4. **Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
5. **Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to the initial installation of said facilities or any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
6. **Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
7. **Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.
8. **Easement Review:** Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document or voluntarily waives the five day review period.

Attachment: 3875228MequonEA (RESOLUTION 3386 : We Energies Easement - 10800 N Industrial Drive)

**Grantor:**

**CITY OF MEQUON**

By \_\_\_\_\_

(Print name and title): \_\_\_\_\_

By \_\_\_\_\_

(Print name and title): \_\_\_\_\_

Personally came before me in \_\_\_\_\_ County, Wisconsin on \_\_\_\_\_, 2016,  
the above named \_\_\_\_\_, the \_\_\_\_\_  
and \_\_\_\_\_, the \_\_\_\_\_  
of the CITY OF MEQUON, for the municipal corporation, by its authority, and pursuant to Resolution File  
No. \_\_\_\_\_ adopted by its \_\_\_\_\_ on \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public Signature, State of Wisconsin

\_\_\_\_\_  
Notary Public Name (Typed or Printed)

(NOTARY STAMP/SEAL)

My commission expires \_\_\_\_\_

This instrument was drafted by Michele M. Arendt on behalf of Wisconsin Electric Power Company, PO Box 2046, Milwaukee, Wisconsin 53201-2046.

Attachment: 3875228MequonEA (RESOLUTION 3386 : We Energies Easement - 10800 N Industrial Drive)





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Office of Engineering

**TO: Public Works Committee**  
**FROM: Kristen Lundeen, Director of Public Works/City Engineer**  
**DATE: June 3, 2016**  
**SUBJECT: Wisconsin Department of Natural Resources NR208 - Compliance Maintenance Annual Report 2015**

### **Background**

As a state requirement for owning and operating a separate municipal storm sewer system that discharges to waters of the state, the City maintains a general Wisconsin Pollution Discharge Elimination System (WPDES) permit through the DNR. The permit covers water quality, illicit discharges, public information and education, storm water, and erosion control. In addition to an annual report, the City must also file a Compliance Maintenance Annual Report (CMAR) in regards to the sanitary sewer system and any emergency sewer system bypasses that may occur.

### **Analysis**

The draft 2015 CMAR is attached for review and must be filed by June 30. Part of the reporting requirement is that the governing body of the municipality must adopt an annual resolution stating that it has reviewed the report before it is filed each year. The report has a grading system for both the financial management and collection systems. If a community falls below a certain grade (3.00), score less than a “C” in any individual CMAR section, or if Sanitary Sewer Overflows (SSOs) were reported in the year, the City must identify improvements to correct system deficiencies and improve report score.

In 2015 the City reported eleven SSOs as a result of wet weather events. In late 2015, the City adopted a Pilot Private Property Inflow and Infiltration program to better manage wet weather events and is finalizing the East Trunk Sewer modeling report to further identify capacity improvements.

In 2015, the City continued its “A” grade for financial management and collection systems.

### **Fiscal Impact**

There is no fiscal impact to filing this report outside of staff time necessary for its preparation. Any potential projects identified must ultimately be approved by the Sanitary Sewer Utility Commission prior to proceeding.

### **Recommendation**

It is staff's recommendation that the Public Works Committee favorably endorse and the Common Council approve Resolution No. 3383 which authorizes staff to file the CMAR report.

Attachments:

CMAR for Packet (PDF)

COMMON COUNCIL  
OF THE  
CITY OF MEQUON

RESOLUTION 3383

Wisconsin Department of Natural Resources NR208 - Compliance Maintenance Annual Report  
2015

**WHEREAS**, it is a requirement under the Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for Mequon's wastewater collect system under Wisconsin Administrative Code NR208; and

**WHEREAS**, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR); and

**WHEREAS**, it is necessary to provide recommendations or an action response plan for any individual CMAR section within the annual report with a grade of "C" or less, an overall grade point of less than 3.0, or in a year where Sanitary Sewer Overflows were reported;

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Mequon that the Compliance Maintenance Annual Report (CMAR) has been reviewed and staff is hereby authorized to file said report and recommendations.

**BE IT FURTHER RESOLVED** by the Common Council that while the City has improved its overall GPA to 4.00, the City will continue to evaluate its system and take necessary actions to maintain and improve the collection system which may include:

1. Continuation of current system improvements such as manhole seals installation, manhole cover replacement, mainline rehabilitation, force main rehabilitation, and lift station upgrades;
2. Evaluation of inflow and infiltration areas and participation in the MMSD Private Property Infiltration & Inflow program.

\_\_\_\_\_  
Approved by: Dan Abendroth, Mayor

Date Approved: June 14, 2016

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on June 14, 2016.

\_\_\_\_\_  
William H. Jones, Jr., City Clerk

# Compliance Maintenance Annual Report

3.b.a

Mequon City

Last Updated: Reporting For:  
6/3/2016 2015

## Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width:150px;" type="text" value="Tom Watson"/></p> <p>Telephone: <input style="width:150px;" type="text" value="(262) 236-2955"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width:300px;" type="text" value="twatson@ci.mequon.wi.us"/></p>																									
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&amp;M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width:80px;" type="text" value="2015"/></p> <p><input checked="" type="radio"/> 0-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p>	0																								
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]																									
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width:80px;" type="text" value="2015"/></p> <p><input checked="" type="radio"/> 1-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																									
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width:100%; border-collapse: collapse;"> <tr> <td style="width:60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width:5%;"></td> <td style="width:5%; text-align: right;">\$</td> <td style="width:30%; text-align: right;"><input style="width:100%;" type="text" value="193,117.90"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width:100%;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width:100%;" type="text" value="193,117.90"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width:100%;" type="text" value="45,000.00"/></td> </tr> <tr> <td>3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width:100%;" type="text" value="121,501.60"/></td> </tr> <tr> <td>3.2.6 Ending Balance as of December 31st for CMAR Reporting Year</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width:100%;" type="text" value="116,616.30"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width:100%;" type="text" value="193,117.90"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$	<input style="width:100%;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width:100%;" type="text" value="193,117.90"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width:100%;" type="text" value="45,000.00"/>	3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	\$	<input style="width:100%;" type="text" value="121,501.60"/>	3.2.6 Ending Balance as of December 31st for CMAR Reporting Year		\$	<input style="width:100%;" type="text" value="116,616.30"/>	
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Attachment: CMAR for Packet (RESOLUTION 3383 : 2016 CMAR)

# Compliance Maintenance Annual Report

3.b.a

Mequon City

Last Updated: Reporting For:  
6/3/2016 2015

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.

Lift Station F Pump Replacement, Purchase of Sanitary Sewer Televising Camera, Lift Station Generator Repair, Purchase of Pump Batteries, Purchase of Discharge Hoses and Trash pumps.

3.3 What amount should be in your Replacement Fund? \$ 200,000.00

Please note: If you had a CWFPP 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 HELP link under Info 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.

Major expenditure for televising camera impacted fund balance.

## 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	Generator (H)	60000	2016
2	Generator (K)	60000	2017
3	Generator (O)	60000	2018
4	Annual Manhole Seal Project -Follows the Local Road Project-	60000	2016
5	Annual Manhole Seal Project -Follows the Local Road Project-	70000	2017
6	Cedarburg RD Design of Parallel Sewer	50000	2017
7	Cedarburg RD Construction of Parallel Sewer	100000	2018
8	Replacement on-site generator (A)	40000	2016
9	Replacement on-site generator (U)	45000	2017
10	Replacement on-site generator (V)	50000	2018
11	Lift station & force main B Design and Construction	175000	2017
12	Lift station & force main L Design and Construction	175000	2016
13	Lift station & force main Q Design and Construction	175000	2018
14	Lift station & force main R Design and Construction	225000	2019
15	Commercial Meter Improvements	10000	2016
16	Equipment Replacement	45000	2018
17	Equipment Replacement	45000	2016
18	Equipment Replacement	45000	2017
19	Cedarburg Rd. 36" Line Upgrades Design and Construction	1000000	2016
20	Lift Station Transfer Switches	10000	2019
21	Lift Station Transfer Switches	10000	2016
22	Lift Station Transfer Switches	10000	2017
23	Lift Station Transfer Switches	10000	2018
24	East Trunk Sewer Upgrades - Design	1200000	2016
25	East Trunk Sewer Upgrades - Design and Construction	22000000	

Attachment: CMAR for Packet (RESOLUTION 3383 : 2016 CMAR)

# Compliance Maintenance Annual Report

3.b.a

Mequon City

Last Updated: Reporting For:  
6/3/2016 2015

26	Donges Bay Rd. Design/Construction - Capacity Increase	2000000	2017
27	Annual Manhole Seal Project -Follows the Local Road Project-	50,000.00	2018
5. Financial Management General Comments			

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

Attachment: CMAR for Packet (RESOLUTION 3383 : 2016 CMAR)

Sanitary Sewer Collection Systems

1. CMOM Program

1.1 Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?

- Yes
- No

1.2 Did you have a documented (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance (O&M) or CMOM program last calendar year?

- Yes (Continue with question 1)
- No (30 points) (Go to question 2)

1.3 Check the elements listed below that are included in your O&M or CMOM program.

Goals

Describe the specific goals you have for your collection system:

[Empty text box for goals]

Organization

Do you have the following written organizational elements (check only those that apply)?

- Ownership and governing body description
- Organizational chart
- Personnel and position descriptions
- Internal communication procedures
- Public information and education program

Legal Authority

Do you have the legal authority for the following (check only those that apply)?

- Sewer use ordinance Last Revised Date (MM/DD/YYYY)
- Pretreatment/industrial control Programs
- Fat, oil and grease control
- Illicit discharges (commercial, industrial)
- Private property clear water (sump pumps, roof or foundation drains, etc.)
- Private lateral inspections/repairs
- Service and management agreements

Maintenance Activities (provide details in question 2)

Design and Performance Provisions

How do you ensure that your sewer system is designed and constructed properly?

- State plumbing code
- DNR NR 110 standards
- Local municipal code requirements
- Construction, inspection, and testing
- Others:

[Empty text box for other design details]

Overflow Emergency Response Plan:

Does your emergency response capability include (check only those that apply)?

- Alarm system and routine testing
- Emergency equipment
- Emergency procedures
- Communications/notifications (DNR, internal, public, media, etc.)

Capacity Assurance:

How well do you know your sewer system? Do you have the following?

- Current and up-to-date sewer map
- Sewer system plans and specifications

Attachment: CMAR for Packet (RESOLUTION 3383 : 2016 CMAR)

# Compliance Maintenance Annual Report

Mequon City

Last Updated: Reporting For:  
6/3/2016 2015

Manhole location map  
 Lift station pump and wet well capacity information  
 Lift station O&M manuals  
 Within your sewer system have you identified the following?  
 Areas with flat sewers  
 Areas with surcharging  
 Areas with bottlenecks or constrictions  
 Areas with chronic basement backups or SSOs  
 Areas with excess debris, solids, or grease accumulation  
 Areas with heavy root growth  
 Areas with excessive infiltration/inflow (I/I)  
 Sewers with severe defects that affect flow capacity  
 Adequacy of capacity for new connections  
 Lift station capacity and/or pumping problems  
 Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed  
 Special Studies Last Year (check only those that apply):  
 Infiltration/Inflow (I/I) Analysis  
 Sewer System Evaluation Survey (SSES)  
 Sewer Evaluation and Capacity Management Plan (SECAP)  
 Lift Station Evaluation Report  
 Others:

0

Attachment: CMAR for Packet (RESOLUTION 3383 : 2016 CMAR)

## 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	<input type="text" value="27"/>	% of system/year
Root removal	<input type="text" value="0.000018"/>	% of system/year
Flow monitoring	<input type="text" value="0.1"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="0.008"/>	% of system/year
Manhole inspections	<input type="text" value="20.2"/>	% of system/year
Lift station O&M	<input type="text" value="6.5"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="3.8"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="0.26"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="0"/>	% of system/year
Private sewer I/I removal	<input type="text" value="0"/>	% of private services

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.

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34.9	Total actual amount of precipitation last year in inches
34.34	Annual average precipitation (for your location)
159.93	Miles of sanitary sewer
24	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
18	Number of basement backup occurrences
18	Number of complaints
	Average daily flow in MGD (if available)
	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)
3.2 Performance ratios for the past year:	
0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.07	Sanitary sewer overflows (number/sewer mile/yr)
0.11	Basement backups (number/sewer mile)
0.11	Complaints (number/sewer mile)
	Peaking factor ratio (Peak Monthly: Annual Daily Avg)
	Peaking factor ratio (Peak Hourly: Annual Daily Avg)

## 4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED **				
	Date	Location	Cause	Estimated Volume (MG)
0	4/9/2015 8:00:00 AM - 4/9/2015 8:00:00 PM	MH #0431-176 at intersection of Brookdale Dr and Clover Lane.	Rain	1.2780 - 1.2780
1	4/9/2015 12:30:00 PM - 4/9/2015 2:30:00 PM	MH #0119-058 (Lift Station E)	Rain	0.18 - 0.18
2	4/9/2015 10:00:00 AM - 4/9/2015 3:00:00 PM	Lift Station "H" (2932 W. Riverland Drive)	Rain	0.0975 - 0.0975
3	4/9/2015 1:30:00 PM - 4/9/2015 2:30:00 PM	Lift Station "O" (9729 W. Tamerlane Drive).	Rain	0.0195 - 0.0195
4	4/9/2015 9:00:00 AM - 4/9/2015 3:30:00 PM	Lift Station "B" (5000 W. Parkview St)	Rain	0.0780 - 0.0780
5	4/9/2015 11:00:00 AM - 4/9/2015 3:00:00 PM	Lift Station "F" - 12439 N. Circle Drive	Rain	0.1680 - 0.1680
6	4/9/2015 10:00:00 AM - 4/9/2015 1:00:00 PM	Lift Station "K" - 9911 North Lakeshore Road	Rain	0.0009 - 0.0009
7	4/9/2015 10:30:00 AM - 4/9/2015 12:00:00 PM	Lift station "V" - 4020 W. Donges Bay Road	Rain	0.0594 - 0.0594
8	4/9/2015 9:45:00 AM - 4/9/2015 3:00:00 PM	Manhole #0119-038 at LS E	Rain	0.4725 - 0.4725
9	4/9/2015 10:15:00 AM - 4/9/2015 12:15:00 PM	Lift Station "L" 608 E Juniper Ct	Rain	0.0012 - 0.0012

Attachment: CMAR for Packet (RESOLUTION 3383 : 2016 CMAR)

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10	4/9/2015 8:45:00 AM - 4/9/2015 3:15:00 PM	Lift Station "G" - 12735 N. Fieldwood Road	Rain	0.2574 - 0.2574
<p>** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.</p> <p>What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?</p> <p>East Trunk Sewer Study is in its final stages with intent to install in line storage in 2017 to alleviate the backflow and capacity issues identified within the system.</p>				

5. Infiltration / Inflow (I/I)

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

- Yes
- No

If Yes, please describe:

The City has a large wet weather event that resulted in SSO's and bypassing.

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:

The surcharging and capacity issues in the East Trunk Sewer appear during wet weather events, indicating that I/I is prevalent in this portion of the system. In addition to inline storage and additional capacity upgrades, the City will implement a pilot PPI/I program in an attempt to reduce the I/I in the system.

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

The utility lined 2,220 linear feet of sanitary sewer mainline and rehabilitated 137 manholes.

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

The City will implement a Private Property Inflow/Infiltration pilot program in 2016 in an attempt to reduce wet weather impacts on the sanitary sewer system.

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

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## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

### Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

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