

**VILLAGE OF PARDEEVILLE  
JOINT PUBLIC UTILITIES COMMISSION/ VILLAGE BOARD  
MEETING AGENDA**

**Village Hall – 114 Lake Street, Pardeeville  
Tuesday, November 1, 2022 at 5:30 p.m.**

- I. Call to Order
- II. Roll Call
- III. Verification of the Posting of Agenda
- IV. Agenda Approval
- V. Minutes Approval
- VI. Village Administrator/Director of Public Works Report
- VII. Comments from the floor
  - 1. Comments from the commission
- VIII. OLD Business
  - 1. WWTP Facility
    - A. Plant Performance 2021 & 2022 (Staff and MSA)
    - B. Hauled Waste – Acceptance
    - C. Administrative Costs
  - 2. EPA Compliance - Copper and Lead Inventory
- X. Adjourn

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Kayla Lindert, Clerk/Treasurer  
Posted: 10/27/2022

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The Village Hall is accessible to the handicapped. If you require additional assistance, please contact the village office no later than 48 hours prior to the meeting date. Phone 608-429-3121. If members are present from other recognized Boards, Commissions or Committees which may constitute a quorum, the meeting is presumed to be for the above-stated agenda/purpose. An updated agenda may be posted 24 hours before meeting time.

**VILLAGE OF PARDEEVILLE  
JOINT PUBLIC UTILITIES COMMISSION/ VILLAGE BOARD  
DRAFT MINUTES**

**Village Hall – 114 Lake Street, Pardeeville  
Monday, Oct. 3rd, 2022 at 4:30 p.m.**

- I. Call to Order – Babcock called meeting to order at 4:30 PM
- II. Roll Call – All Public Utility members are here except Haynes. Excused absence. All Village Board members present except for Henslin and Haynes. Henslin attended by phone and Holtan came around 5:00 PM. Also present were Salmon, DPW/Administrator, Dushack, Utility/Billing Clerk, Lindert, Clerk/Treasurer, Jamie Sieren (Power Systems Engineering), Robin Wendt, and Rick Wendt.
- III. Verification of the Posting of Agenda – Lindert stated posted in 3 public spots and website
- IV. Agenda Approval – Buzzell/Adams. Motion carries unanimously.
- V. Minutes Approval – Possehl stated amendments needed to packet's minutes. Possehl/Bock to approve minutes with amendments stated. Motion carries unanimously.
- VI. Village Administrator/Director of Public Works Report
  - Salmon highlighted PCAC and the contact made with PSC for updates, PSC rate file, U factor, attachments, possible fix to this is realigning bill cycle
  - Working with Jamie from PSE
  - LRIP funding/Reporting
  - Budget work with Lindert
- VII. Comments from the floor - none
  1. Comments from the commission – none
- VIII. Tour electric facilities with Power Systems Engineering – Jamie Sieren
  - Jamie Sieren explained why he'd like to host a tour, the purpose and approximately how much time it could take
  - Could also do PowerPoint presentation/display and stated need for tour
  - Members stated pictures could work tonight or another time
  - Not touring tonight due to the long agenda and will schedule for another time
- IX. OLD Business
  1. EPA Lead and Copper Compliance
    - A. Customer Piping Materials Inventory – Survey Incentive
      - Salmon explained topic; accessing the inventory, meter management program and cross-connection forms, but not enough is gathered on those, that EPA is now asking for 5 main categories of data, which are typically not collected when operators perform cross connection inspections or meter installations
      - Findings from GIS surveys via public input will save time for our two operators knowing we need to collect this data from every customer within the utility by Oct 2024.
      - EPA suggesting utilities might want to offer incentive; is this something we would want to consider?
      - Salmon explained funding source if the lateral is lead or galvanized. Currently the EPA is listing as a Municipal Cost, from the watermain to the meter. Village can create a new ordinance to put the expense from the curb stop to the meter on the homeowner/property owner
      - Babcock stated voluntary compliance in Village is weak. Gave examples of Roosevelt St. in past year and compliance was poor. Offering incentive and partner with local businesses.

- Adam questioned Salmon about water meter replacement in Village in recent years. Salmon answered on 3-year plan and what the Village crew would know and would not know for inventory. Salmon stated ordered last Oct and still have not received that inventory. Dushack stated over 1100 water meter residents.
- Salmon explained galvanized fittings prior to 1960. Topic is introductory and mentioned incentives again. Village will see how the survey goes and possible incentives we can offer and possibly budget for it for upcoming years
- Babcock questioned each Public Utility member and Village Board members for final thoughts on this topic. **Babcock said hold/table this agenda item for a second time, and to bring back for next meeting.**

## 2. Hauled in Waste to the WWTP

- Salmon handed out documents to room and stated test results/findings received from CT Laboratories. Also mentioned increase per load that was agreed upon and invoicing for testing
- Salmon explained and referred to the bar graph/plant's performance all year and how the plant's performance improved after not taking any septic/hauled in waste in the months of July and August this year while MSA and the Village were performing other tests. Salmon also referred to an email from Greg Gunderson at MSA and his recommendations
- **Babcock stated September 12th Public Utility motion that carried unanimously. Motion left it open-ended on the fee side.** Discussion on fees and responsibility for testing. Babcock referred to BOD totals from bar graph and questioned January dumping by Wendt's. Salmon explained pump age lists.
- Adam questioned testing results from loads brought in by Wendt's and outcomes from those tests performed by CT Laboratories. Salmon pointed out metals results in this CT Lab report.
- PH discussion vs. BOD
- Pumper asked Salmon if this was personal and if she personally wanted them out of the Village. Salmon stated this is not personal and she is just doing her job. She has to protect the facilities and cannot turn her head. Village is on DNR's radar now. Salmon stated 1 load is equivalent to 75-100 homes and our facility is aging. Stated our facility cannot treat the hauled in waste, like other locations who have activated sludge. We can only turn on another blower, wait, hope and pray.
- Babcock questioned Salmon on how many loads/how many times have they made a delivery this year. Salmon referred to the excel spreadsheet and answered per month. Totals included mixture of holding tanks and septic. Compared 2021 and 2022 data.
- Discussion on Operators' time and sole person for testing. Salmon offered her assistance.
- Babcock wanted each member to state their opinion on this matter. Went around and got different recommendations, comments, and questions back to Salmon. Buzzell stated same story/issues arising at plant for last 30 years.
- Babcock questioned what this committee wants to do with a motion to the Board and fees. Discussion on regional tests and data collection in the next month.
- Adam questioned Wendt's on high numbers during busy season. Robin Wendt explained holding tanks and lower concentration is what they will have the rest of the winter. Discussion on other options for local Waste Hauler in lieu of using Pardeeville's Facility.
- Possehl stated this commission needs to make a motion to determine the status on partnership with Wendt Septic and monetary fees are for the Board to decide
- **Babcock called for a motion for the first time.**
- **Motion to reinstate Wendt Septic immediately to dump, pending further review of 2021's data to compare to 2022. Adam/Buzzell.** Discussion on details in the motion and amend it to say without testing except for PH.

- **Modified motion to state: reinstate Wendt Septic immediately to dump, pending further review of 2021's data to compare to 2022 and contingent upon Village staff to perform a PH test in-house. Motion carries unanimously.**
- Next motion needed for fees. Discussion on who is going to pay for past \$140+ bill from CT Laboratories. **Motion to defer the fee off to Village Board so they can determine who's responsibility it is. Adam/Bock. Motion carried unanimously.**
- Motion from Village Board who is in attendance tonight: **The Village of Pardeeville budget will pay the \$140+ invoice from CT Laboratories from testing 1 Wendt Septic load. Babcock/Holtan. Salmon answered. Motion carries unanimously, excluding Haynes.**
- Salmon stated she would let MSA know the outcome from this meeting and possibly bringing them for the next meeting

X. NEW Business

1. Power Systems Engineering – Electric System Study

- A. Electric Study and Distribution Line Maintenance – Jamie Sieren handed out documents and explained shortage of capacity for the S. Main St. Substation and the need for the new transformer. Jamie explained every summer the Village gets to a point where we cannot serve all of the load at the peak time.
- B. Jamie continued with presentation in full, highlighted points below from the electric study and answered questions from the Commission about the Electric Utility Circuit Map. Sieren pointed out where the constraints are in the system and the need for the upgrades to come.
- C. For budgeting plan discussion, items 3 and 4 are what are recommended by Jamie on page 4-1. Babcock asked for a 5-10 year plan and discussed inventory issue. Jaime's map provides the 5-year plan. Salmon explained this next budget cycle, 2023 and capital projects.
- D. Adam questioned Sieren about substation upgrade and what it could handle down the road with our future growth. Sieren answered past 2030 and considerably more depending on our Large Wholesale Customers, such as Everbrites They are currently working through a large upgrade in demand for a new piece of equipment, requiring a 750 kVA transformer
- E. Griepentrog questioned Sieren about electric cars and how will it affect upgrade. Sieren answered with load capacity and distribution system changes.
- F. More discussion on inventory. Sieren talked about the pandemic and the industry. Salmon has incorporated an increase in the inventory. Sieren explained how utilities are not ridding of the used items anymore.
  - 1. South Main St. Substation – included above
  - 2. Maintenance – Morton St and Haskins St Maintenance – Discussed through the inventory conversation as a project
  - 3. Infrared (IR) Scan results – Report provided in the packet on what is needed for the system. Lineman will perform the work in 2023 and future budgets

2. Sunrise Subdivision electric poles and 3 phase primary feeder additions

- Sieren handed out documents and showed pictures from Richland Center.
- Discussion on subdivision home value
- Babcock questioned Sieren and Mowery about pole choice; aluminum vs. steel vs. concrete. Possehl mentions cast aluminum and salt exposure. Salmon explained ordering lag. Babcock questioned committee if they want to be this involved in this topic or recommend a simple motion. **Motion by Public Utility Commission: recommend for electrical poles to be a general decorative pole and decision to be made by**

**the Village Board. Adam/Buzzell. Motion carried unanimously.** Babcock inquired about the 3 phase primary feeder additions. Salmon answered that this is currently budgeted to be hired out. Time constraints with other demands as mentioned tonight.

3. Simplified rate increase – Water Utility

- Salmon explained simplified rate case vs. conventional rate case and referred to Brent Nelson's email. New rate per PSC is 4.5%.
- Referred to 2022 Rate Increase Impact graph included in packet, prepared by Dushack
- 3% simplified was past simplified rates.
- **Recommendation to the Board to complete a simplified rate case for water utility, proposed 4.5% increase. Possehl/Babcock. Motion carried unanimously.**

4. Rate increase – Sewer Utility

- Salmon referred to again the 2022 Rate Increase Impact graph included in packet
- Babcock said to please note that we are potentially looking at possibly \$300k maintenance in the next year budget, 2023.
- Salmon pulled up sewer budget and ponds at the treatment plant. Salmon provided differences between a 3% or a 4.5%. Discussion on % differences.
- **Recommendation to the Board to complete a simplified rate case for sewer utility, proposed 4.5% increase. Adam/Possehl. Motion carried unanimously.**

5. Conventional rate case 2023 – Public Fire Protection Charge

- Salmon explained water fund currently and relationship with the Public Fire Protection Charge. Babcock stated Finance & Personnel has reviewed this in the past and process to change this. **Motion: Recommendation to the Board to file for conventional rate case to realign the Fire Protection Charge to water utility. Adam/Bock. Motion carried unanimously. Motion by Village Board: Motion to accept Public Utility Commission recommendation. Holtan/Griepentrog. Motion carried unanimously, Haynes excluded.**

6. Align bill cycle with purchased power

- Salmon explained need and a way to fix the gap in the Village's revenue. Compared due dates for the utility cycle. Salmon stated moving our reading meter date to end of month and there won't be lag nor a spike in the PCAC calculation. Per PSC, only can move the meter read date 5 days at a time. **Motion: To realign the bill cycle, meter reading, and start educating the public with this process. Knadle/Adams. Motion carried unanimously.**

7. Wescott water tower internal repair

- Salmon provided slides from 2019 dive of the water tower.
- Babcock explained need, examination and inspection of Wescott water tower. Salmon had proposal for completing this. **Motion: To recommend to the Village Board that they include this project in their 2023 budget preparation. Buzzell/Adam. Motion carried unanimously.**

X. Adjourn – 7:00 PM by Babcock.

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Submitted by: Kayla Lindert  
Clerk/Treasurer

Approved on:

**ERIN M. SALMON, P.W.M.**

**Village Administrator/Director of Public Works**

Reporting Period of Oct. 3<sup>rd</sup> – Oct. 14<sup>th</sup>

Village Board Meeting Date: Oct. 18, 2022

**Week of Oct. 3<sup>rd</sup>:**

- Review Paul Johnson's comments regarding the agreement with Realtor. Make changes, send to Brad.
- Schedule meeting with IKWE to discuss agreement
- Hauled in waste and Plant's performance
- Foote continue with project on Vince St.
- Doug Hare Way street project resuming on Wed. 10/05
- FEMA application completion and accepted – will be receiving \$7,000 in reimbursement; thanks to Jody for her time on data entering in the software.
- Budget
- Kelsea work with Civic on Bill Cycle inquiries – alignment for Purchased Power Bill; discussions with WPPI on the rate case and implementation
- Contact Brent Nelson with Rate Case information
- Bid opening for the LaFollette St. Project on 10/04– only 1 bid. MSA will call the plan holders.
- Crane Engineering on site to test the meters at the WWTP.
- Annexation for Lands to the South – Paul has not heard back from the developer and the annexation can't be completed until they cure the legal description issues. Paul will reach out to them again and let them know we are at a standstill until this gets resolved (10/04)
- Vehicle that was in the collision is wrapping up at Gerber. Expected to be done 10/07
- West Alley – MJ is back on site 10/04
- Virtual meeting with the DNR and RPS – Park Lake Water Levels, Hydro-Dam, Eligibility
- Contact Michelle and Paul Johnson – coordinate and prep for meeting next week
- Reachout to Gerke – pay app issue, discuss concerns. They will talk with the GM and get back to me.
- Talk to Gary with Vierbicher regarding Holtz on Lots 1 & 2.
- Work through assessment rolls and special assessments with staff
- Follow up with the DOT on the driveway permit sitting stagnant. at 712 Lake St. – looking to be on the Nov. agenda for Traffic Safety
- West Alley site visits – power pole location changes and other follow up conversations.
- Picked up Roy's truck at Gerber, Water Operator saw the rear axle yolk was still cracked. Truck went back in. still is below the price for Total Replacement. I requested the Truck be delivered to Pardeeville once complete.
- Ziegler, Operators and I met to re-group after the Utility Commission meeting. Discuss plans for now and in the Spring.
- County Fall Highway Meeting 10/06
- Paul Johnson working with Developer on the annexation - still needed info. from surveyor to complete the annexation.
- Reach out to the PSC; ask for consideration on adjustment for depreciation on electric system. Also inquire on the status of adjusting our "U" factor for the PCAC.
- Didn't get the Federal Funding for HWY P/ W. Chestnut Project with the County. Plan for Fall application submittal 2023 LRIP now.
- Remove Vet's Park Playground Structure, sold on WI Buy Sell Trade. New playground equipment coming end of the month.

**Week of Oct. 10<sup>th</sup>:**

- Contractor for Doug Hare Way work with Operators on the water main project at Vince St. and valving
- Coordinate with Brent Nelson on the simplified rate case, Kayla get it published, work on letting the customers know.
- Mailing for Lead and Copper surveys info. will go out with the rate sheet as a sep. mailing
- DNR – Lake Level Petition, working with DNR on organizing a meeting with the petition that is in circulation
- Roy's Truck, window burn marks – Torgerson discovered the rear passenger window had them. Battling with Gerber. Also learned the break line was held up with a Zip-Tie. Vehicle going back a 3<sup>rd</sup> time to get these items repaired. Gerber knows my stance on this.
- Doug Hare Bench installed/Ceremony with Joyce and Family is held
- MJ Electric and Lineman work together on the project. On site meeting held 10/11. Reconfigure down guys for one of the poles, per Library.
- Review D.A. for IKWE. Send my comments to Joe with MSA.

- Charter (Mi-Tech) plans to start their project on HWY 22, South. Pole Contacts on our poles will occur. Lead Lineman and I reviewed this project earlier this summer.
- Sludge Judge Sampling at the Ponds – WWTP
- PSE is working on the Electric Rate Case and they have submitted questions. Working with staff and Brent Nelson on their questions.
- Work with Surveyor on establishing RIM elevations on Manholes at 717 E. Chestnut St.
- Talk with Vierbicher and Holtz – set up a meeting to discuss Lot 2 and more, week of Oct. 24<sup>th</sup>
- Kelsea researching Senior Centers to get information prepared for future meeting.
- Work with operators on LaFollette St. pond elevations and how we can control/assist for Construction
- Operator's Truck – going back to Gerber a 3<sup>rd</sup> time, I took video of Dog Tracking and sent it to Gerber. He contacted Blystone's who said they did the alignment. GM of Gerber took my video to Blystone's, inquiring how they even did an alignment. Truck going back on 10/14 to inspect (Gerber will be picking up truck). Same day, crewman also discovered the driver rear tire must not have been inspected or replaced. Slash and deep gouges that didn't penetrate through the tire, but very severe. Called Gerber again on this. I explained this is 4 issues after we originally got the truck back. I expressed we are fearful to even drive this truck long distances now and question all mechanics who worked on this vehicle. I asked for another inspection of the truck. The General Manager said he will personally inspect the truck while it is on the lift at Blystone's.
- Budget!
- Work on Memorandum of Agreement with Paul Johnson (IKWE), also the West Alley Documents for all of the Easements that need to be obtained from Chestnut St., North to the Hydro.
- Reach out to IKWE and ask for details relating to the questions and comments from the Special Board meeting on 10/12.
- Work with staff on creating a Lead and copper inventory survey flyer. Contact PABA, also plan to post at Kwik Trip, the Post Office, the Library, Piggly Wiggly, Dollar General, Bars, etc.
- Work with our Realtor and questions he has. Contact Paul to get going on the CCR for the Subdivision.
- Ordered Transformer for IKWE (can always cancel or decide to keep). But it's a 500 kVA transformer. Get meter info from her next. Discuss the Senior Center building with Lead Lineman and the needs for that.
- Reach back out to DNR with more historical data on the Frog Pond

**ERIN M. SALMON, P.W.M.**

**Village Administrator/Director of Public Works**

Reporting Period of Oct. 17<sup>th</sup> – Oct. 28<sup>th</sup>

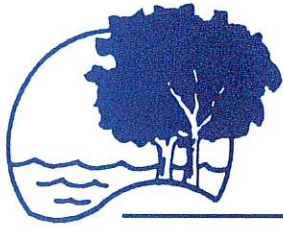
Village Board Meeting Date: Nov. 1, 2022

**Week of Oct. 17th:**

- West Alley Documents for Library Deed – work with Paul Johnson
- Winter Snow Plowing Meeting – safety, operations, planning with the crew
- Meeting with Developers for future projects in the Village
- Kelvin from Phoenix on site for email security. Discuss website and email domain – convert to .gov in the near future.
- Talk with the DOT on a 2029 Project for HWY 44 (22 to west of Schwantz Rd.)
- RPS survey work around the Dam
- Communications with our insurance company on the issues we've been having with Gerber and the overall problems that continue to surface.
- Talk with the DOT on the driveway for 712 Lake St.
- Reach out to the DNR on the Frog Pond – provide them new images and let them know I plan to submit an application for dredging. Also inquire on possible project about installing a pipe on the SWC of the pond, to Park Lake for additional flow.
- Review the Sheriff Contract – patrol experience terms (needs 6 months experience, when possible). Touch base with LT. Menard
- Read through draft CCR for Sunrise and edit document with our comments and wants.
- Look at items for a Public Protection meeting - Zoning Ord. and Snowmobile routes
- Cat trapping continues near Warnke St. – 3 per day
- 2 transformers from West Alley are bad (10 and a 50). Will replace from inventory and replenish in 2023.
- Paul send over the MOU (memo on Understanding) with IKWE. Work on it and communicate with Michelle.
- Budget
- Talk with Rocky Run Snowmobile Club – they are wanting a different route – set up Public Protection meeting
- Paul suggest we clean up the Zoning Ord. for enforcement – take to Public Protection
- Work on documents for the Public Utility Meeting on Nov. 1
- Foote continue with project on Vince St. – 3<sup>rd</sup> slab poured on 10/20
- Doug Hare Way street project- road excavation starts 10/20
- Annexation for Lands to the South – Kayla submit docs, application is ready for all parties.
- West Alley – project completed by MJ on 10/21. Now Charter and Frontier need to get started.
- Kelsea and I discuss meter reading dates with Civic.

**Week of Oct. 24th:**

- Finalize the MOU for IKWE. Have Joe review it and send it off to IKWE. Include in the packet on 11/01 for viewing.
- CCR is ready for Sunrise. Send off to Brad for review. Include in the packet on 11/01
- Meet with Holtz President Dan Bullock and Adam Kowalec about Lot 2. Also let them know Lot 1's availability. They plan to be present on 11/15. Pending Board's decision on Senior Center Location, they are also interested in the Lot off Roosevelt St.
- Discuss LaFollette St. bidding with Joe and ETA for project (end of November)
- Researching the WWTP, historic data and information regarding hauled in waste.
- Reach out to Civic for scheduling of Utility Training
- Collaborate with office staff on the 5 meetings coming up, agendas, packet info., research wrap up, etc.
- Discuss poles, lighting options with Lead Lineman (includes solar options)
- Circle back on the No Fault Sewer Coverage with Baer Insurance – add to agenda 11/01
- On site meeting with the DNR and petitioner regarding Lake Levels – requesting levels be adjusted.
- Water Operators Truck – still waiting to get it back. Took it back to Blystones and when on the lift, learned the Axle was indeed bent. The dog legging I reported 2 weeks ago was real.
- Continuing communications with the DNR regarding the Frog Pond



# Village of Pardeeville

114 Lake Street  
Pardeeville, WI 53954

1-608/429-3121  
FAX 1-608/429-3714

## MEMORANDUM

**DATE:** October 27, 2022

**TO:** Pardeeville Public Utility Commission & Pardeeville Village Board –  
Joint Meeting Date, Nov. 1, 2022

**FROM:** Erin M. Salmon, P.W.M.  
Village Administrator/Director of Public Works

**RE:** Pardeeville's Wastewater Treatment Plant (WWTP); Pond Lagoon System

### **Pond Lagoon System vs. Mechanical Plants:**

Lagoons are pond-like bodies of water or basins designed to receive, hold, and treat wastewater for a predetermined period of time. If necessary, they are lined with material, such as clay or an artificial liner, to prevent leaks to the groundwater below. In the lagoon, wastewater is treated through a combination of physical, biological, and chemical processes. Much of the treatment occurs naturally, but some systems use aeration devices to add oxygen to the wastewater. Aeration makes treatment more efficient, so that less land area is necessary. Aerators can be used to allow existing systems to treat more wastewater. Lagoons must be individually designed to fit a specific site and use. Designs are based on such factors as type of soil, amount of land area available, and climate. Important design considerations for lagoons includes the amount and type of wastewater to be treated and the level of treatment required by regulations. Wastewater leaving a lagoon may require additional treatment, or "polishing," to remove disease-causing organisms or nutrients from the wastewater before it can be returned to the environment. Since lagoons are somewhat passive in treatment, they are slow to adapt to fluctuations in loading conditions.

Mechanical Plants are more energy intensive than the Pardeeville lagoon system and are often classified as oxidation ditches, extended aeration, sequencing batch reactor(s), or trickling filters. Mechanical facilities combine physical, biological, and chemical process using a series of tanks, pumps, blowers, screens, grinders and other mechanical components to treat wastewater. Flow and treatment are often monitored and controlled by various types of instrumentation and usually reliant on computer-based controls. With the control system, mechanical facilities are more adaptive to fluctuations in flow or loading conditions.

## **Reporting to the DNR and our Wisconsin Pollutant Discharge Elimination System (WPDES) Permit:**

Pardeeville Public Utilities reports to the DNR for compliance with our WPDES wastewater permit. In the permit, there are a set of testing limits for the plant. Section 6.2.5 refers to Prohibited Wastes and states:

*Under no circumstances may the introduction of wastes prohibited by s. NR211.10, Wis. Adm. Code be allowed in the waste treatment system. Prohibited wastes include those:*

- *Wastewaters at a flow rate or pollutant loading which are excessive over relatively short time periods so as to cause a loss of treatment efficiency*

Hauled and septic wastes are examples of concentrated waste streams that cause spikes in loading to the wastewater treatment plant than can be difficult for the lagoon system to adapt to or treat. This may lead to poor effluent quality and potential permit violations.

It is the duty and *sole responsibility* of the Certified Operator to comply with the limits and the permit. An exceedance of the permit limits is a DNR violation. Continued violations put the Certified Operator's license at risk of being revoked.

When violation(s) occur, the Village must report to the DNR with reasoning, and an active solution to correct the violation. With corrective action the DNR will generally allow continued operation without further enforcement.

However, if the same violation *continues*, the DNR will pursue further enforcement which could call for a complete WWTP upgrade to correct the violation or referral to the Wisconsin Department of Justice for legal action. Upgrades for the Village of Pardeeville would be multiple millions of dollars to ensure treatment be met. Cost would come as an expense to all users within the Village.

In 2022, we exceeded our limits twice. During this, we started investigating the source or why. -

1. Hauled in Waste (knowing we also had an exceedance in June of 2021, ponds turned red, etc.)
2. Testing of Manholes within the system to determine where in the system (manufacturer or other) the source of problem was coming from
3. Everbrite's high nitrate test in May. However, Everbrite had additional elevated nitrates in July, but that did not affect the plant's performance at all.

During this investigative period, we requested Wendt's Septic to temporarily stop bringing their waste to our WWTP. We applied the weekly test results from the WWTP and charted them to bar graphs (attached) for 2021 and 2022.

As shown in **Figure 1 and Figure 2**, the reduction of hauled waste coincided with WWTP effluent CBOD performance improvement. Months where significant amounts of hauled-in waste were introduced were the worst months for effluent BOD results in 2022.

### **Referring to the recent Cost of Clean, WI Sewer User Charge, Survey Report:**

This state-wide survey is performed targeting treatment plants and includes questions relating to hauled waste. The survey breaks down treatment plants by the population size. The Village of Pardeeville is categorized in the population class of 2001-5000 people.

Of this classification in population size, approximately 39% accept holding tanks and 30% accept septic. Smaller communities typically do not accept hauled-in waste, since the plant capacity is not adequate for those wastes (*ref. page 24 of the report*).

For the percentages listed above, only 16% are ponds and lagoons systems (*fig. 1-D of the report*).

It is likely that such a small percentage is due to ponds and lagoons not having a way to treat the highly concentrated loads of septic. In addition to treatment capacity concerns, other municipalities may not have the technology to handle off-loading and may choose to avoid operational challenges and treatment consequences. Some plants, like Reedsburg and Madison can treat with Mechanical Treatment Systems like activated sludge/extended aeration, unlike Pardeeville. The Village of Pardeeville's only flexibility is to turn on the back-up blower to provide minimally more oxygen and hope the lagoon can recover.

### **Sludge Results in the Primary and Secondary Ponds:**

Sludge depths have been analyzed in the ponds in 2019, 2020 and 2022 and note the increase sludge amounts. A map of the results is attached. In summary:

- 2019 – the deepest location was 3' of sludge
- 2022 – the deepest location is now 4' of sludge

### **Continuing Hauled in Waste – Administration:**

1. Quantity Control needs to be set if hauled in waste continues (<5000 gallons per month)
  - a. The plant is a lagoon system with an antiquated aeration system and limited treatment capacity and cannot tolerate excessive quantity. There is a plan in the future to upgrade the aeration system, but not anytime soon.
  - b. The plant has a lot of sludge in it, which minimizes the treatment volume. There are plans to remove this sludge in 2023.
  - c. Users from outside the community? (or just within the boundary who have holding and septic tanks)
2. Price to Treat
  - a. Referring to the data collected (see attached excel) – the only community that accepts septic is Reedsburg. \$50-\$91/1000 gallons and a \$20 gate fee.
    - i. Our current fee is \$10/1000 gallons for holding and \$25/1000 gallons septic, no gate fee
  - b. The average sewer utility user in Pardeeville is paying \$45/month to send approx. 4,500 gallons to the plant.  
*1 load of septic = 75-100 homes*
  - c. How do we recoup the charges if we proceed?

In the past few weeks, contact has been made with other surrounding communities regarding hauled in waste. The following all have Mechanical Plants:

1. Portage:

They will not accept septic. They used to in the past. The plant superintendent indicated 1 load will throw off their plants' "numbers".

2. Stoughton:

Their facility will not accept septic anymore. They used to in the past, but suffered too many issues with allowing hauled waste into their plant.

3. Reedsburg:

The plant superintendent said in previous years, their plant could not tolerate septic either. The DNR made them go through an entire plant upgrade. Now, the plant can take it. They take Haulers from all over the area, such as Country Plumber, Elsing, Stranders, Picket and more (some transitioning from Madison to their facility for easier access). It was stated that their plant actually lacks nitrogen, the septic is good for their plant. He also stated that if they were a pond system and could not treat with activated sludge, they would deny hauled in waste.

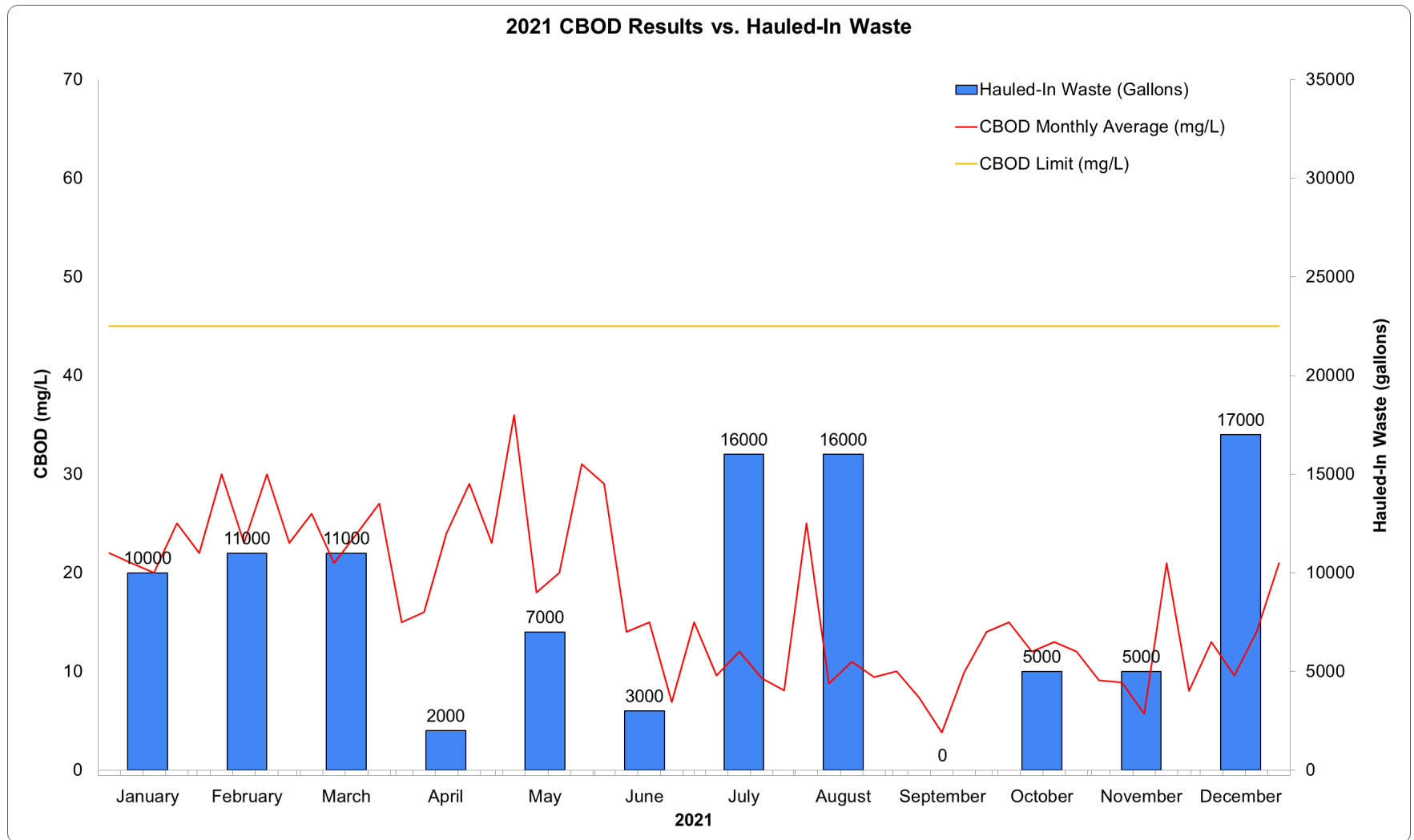
In researching the Public Utility Commission minutes from 1990-2017, there are not any minutes to allow hauled in waste to our facility, from the current pumper/hauler. Ironically, in the early 1990's, there is mention of considering *Elsing* to bring in hauled in waste to the Plant. Minutes discuss concern on how the plant will tolerate it, refers to an agreement, which we cannot find within researching the records of Village Hall.

In closing, the Village's lagoon system was not designed to handle concentrated doses of loading, often found within septic and hauled waste. As the lagoon system has aged, the aeration system has become less efficient at oxygen transfer and therefore treatment capacity has been reduced. Further compounding the issue, sludge has not been removed in more than 10 years and has diminished the treatment volume. The Village has noted effluent permit exceedances, particularly in the spring lagoon transition period. The benefit or revenue generated by accepting hauled or septic waste does not appear to offset the issues that have arose with permit violation and the future operational management of the facility.

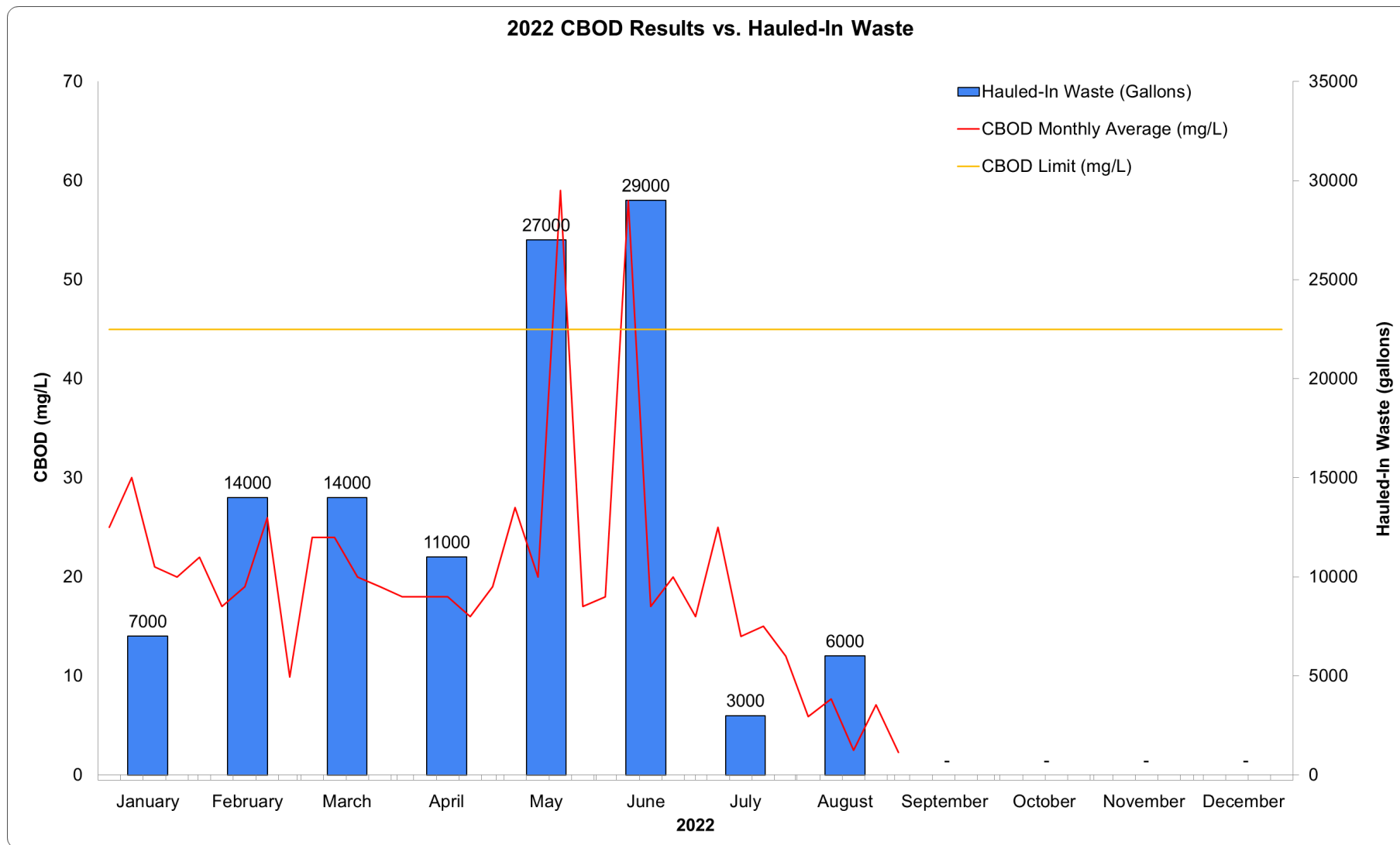
Respectfully,

A handwritten signature in black ink that reads "Erin M. Salmon". The signature is written in a cursive, flowing style.

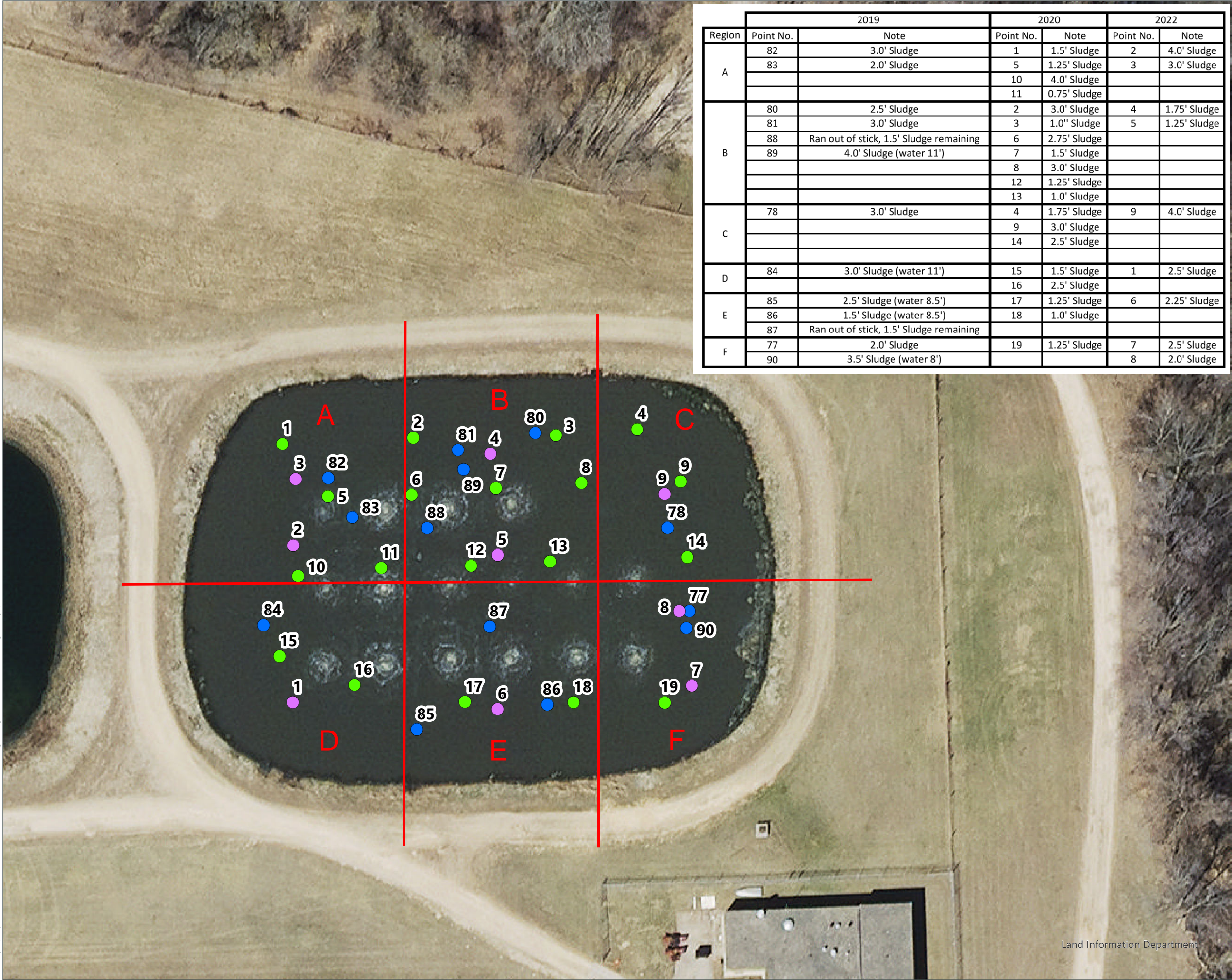
Erin M. Salmon, P.W.M.  
Village Administrator/Director of Public Works  
Village of Pardeeville/Pardeeville Public Utilities



**Figure 1.** 2021 CBOD Results vs. Hauled-In Waste



**Figure 2.** 2022 CBOD Results vs. Hauled-In Waste



# Primary Pond Sludge Map

Sludge Points collected July 2019, June 2020, & October 2022

Village of Pardeeville  
Columbia County, WI

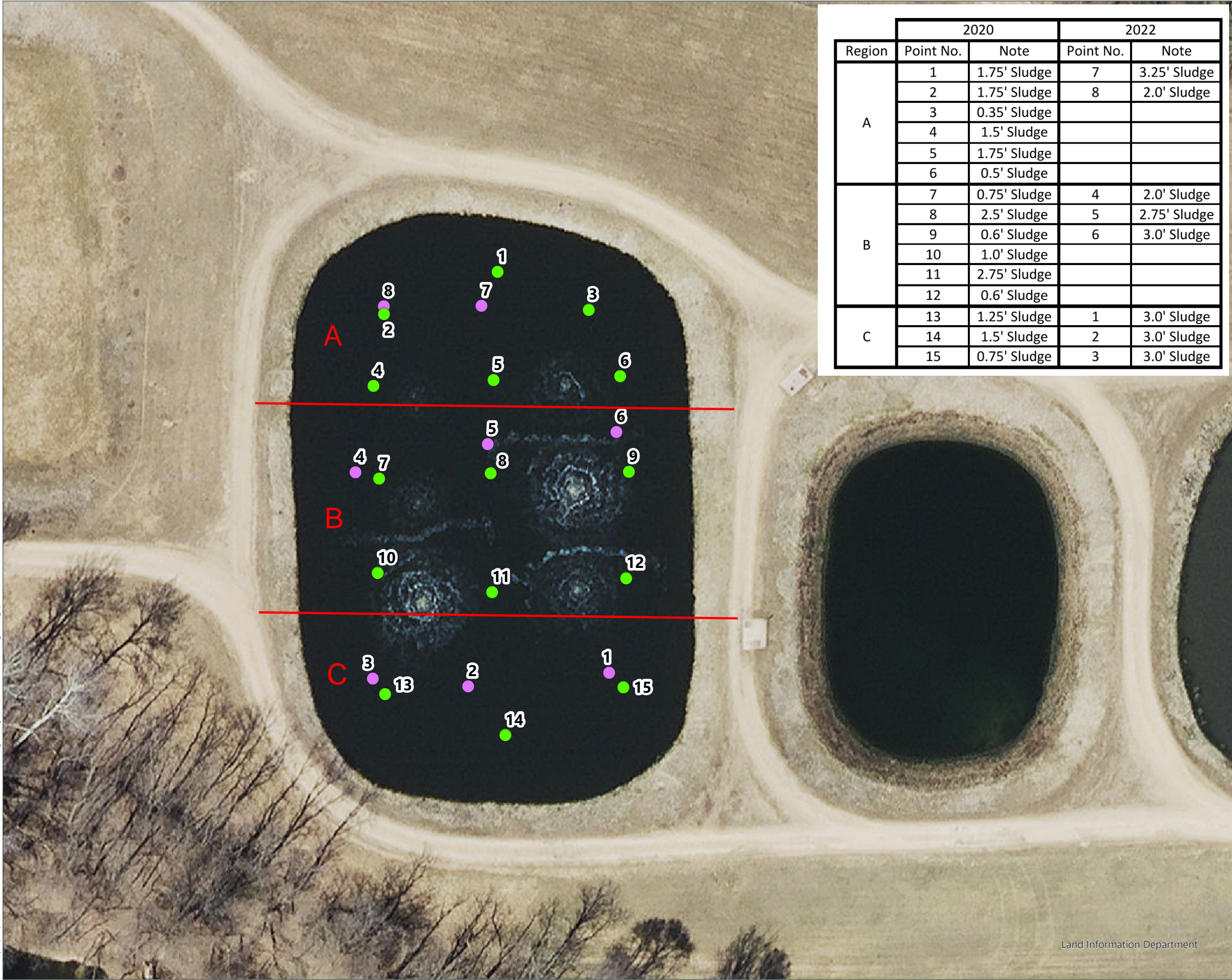
- 2019 Collection Locations
- 2020 Collection Locations
- 2022 Collection Locations

Data Sources:  
2015 Aerial from Columbia County  
Sludge Points provided by Village of Pardeeville official



Land Information Department





# Secondary Pond Sludge Map

Sludge Points collected June 2020  
and October 2022

**Village of Pardeeville**  
**Columbia County, WI**

- 2020 Collection Locations
- 2022 Collection Locations

Data Sources:  
2015 Aerial from Columbia County  
Sludge Points provided by Village of Pardeeville official



**Pardeeville Utilities**  
**Hauled Waste Fee Analysis**  
*28-Sep-22*

Community	Holding Tank	Fee for Holding Tank	Septic Tank	Fee for Septic Tank	Notes
Cambria	No	-	No	-	Do not accept and have never accepted hauled waste
Rio	No	-	No	-	Do not accept and have never accepted hauled waste
Wyocena	No	-	No	-	Do not accept and have not since before February 2014
Portage	Yes	\$7.25/1000 gal (Cascade Mtn. ONLY)	No	-	Do not accept and have since around 2011 due to high strength waste
Poynette	No	-	No	-	NO RESPONSE TO EMAIL
Columbus	Yes	\$7.17/1000 gal and \$10 gate fee	No	-	
Fall River	No	-	No	-	Do not accept and have never accepted hauled waste
DeKorra	Yes	Yearly Fee and permit \$50.00	No	-	
Reedsburg	Yes	\$12.85/1000 gal	Yes	\$50.00-\$90.70/1000 gal based on size and Admin. Fee of \$20.00/load	
Coloma	No	-	No	-	NO RESPONSE TO EMAIL
Pardeeville (existing)	Yes	\$6.75/1000 gal and \$9.65 per MONTH	Yes	\$6.75/1000 gal and \$9.65 per MONTH	
Pardeeville (Increases)	Yes	\$10.00/1000 gal and \$10/load	Yes	\$25.00/1000 gal and \$10/load	
Approved 09/09/2019					
Load Fee was then removed in December of 2019 and NOT implemented.					
Pardeeville Revised	Yes	\$10.00/1000 gal	Yes	\$25.00/1000 gal	

Approved and implemented 01/01/20

# Attention all Pardeeville Utilities Customers:

## NEW EPA

### Guidelines



### PROTECT YOUR TAP

*a quick check for lead*

Pardeeville Water Utilities is asking that all customers please complete the following online survey protecting against lead/galvanized lines in the home. Pardeeville has begun an initiative to inventory all service line materials in our public water system. It's quick and easy, all you need is a penny or key!

Please call with any questions,  
608-429-3121

Why? Questions  
answered here!

Public Info Hub:

[tinyurl.com/pvillelsl](https://tinyurl.com/pvillelsl)



Customer  
Survey123:

[arcg.is/zb999](https://arcg.is/zb999)



# Pipe Identification Procedures

## How To Identify A Lead Water Service Pipe

### Tools Needed:

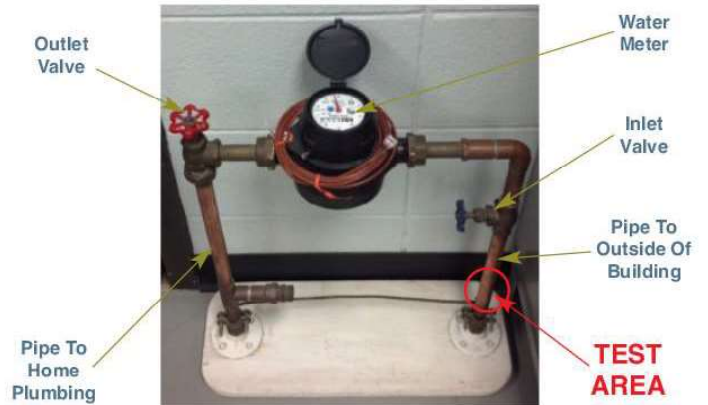
Flathead Screwdriver, Refrigerator Magnet & A Penny (or other coin)

#### Step 1:

##### Locate the water service line coming into the building.

This is typically found in the basement. An “inlet valve” and the water meter are installed on the pipe after the point of entry.

Identify a test area on the pipe between the point where it comes into the building and the inlet valve. If the pipe is covered or wrapped, expose a small area of metal.



#### Step 2:

##### Scratch the surface of the pipe.

Use the flat edge of a screwdriver or other tool to scratch through any corrosion that may have built up on the outside of the pipe.

#### Step 3:

##### Compare your pipe to the chart below.

Each type of pipe will produce a different type of scratch, react to the magnet differently and produce a unique sound when tapped with a metal coin.



#### Lead Pipes

##### The Scratch Test

If the scraped area is shiny and silver, your service line is lead.

##### The Magnet Test

A magnet will not stick to a lead pipe.

##### The Tapping Test

Tapping a lead pipe with a coin will produce a dull noise.



#### Copper Pipes

##### The Scratch Test

If the scraped area is copper in color, like a penny, your service line is copper.

##### The Magnet Test

A magnet will not stick to a copper pipe.

##### The Tapping Test

Tapping a copper pipe with a coin will produce a metallic ringing noise.



#### Galvanized Pipes

##### The Scratch Test

If the scraped area remains a dull gray, your service line is galvanized steel.

##### The Magnet Test

A magnet sticks to a galvanized pipe.

##### The Tapping Test

Tapping a galvanized pipe with a coin will produce a metallic ringing noise.

# COMING TO YOUR MAILBOX SOON...

Please watch your mail for important information from  
Pardeeville Public Utilities.

- New water and sewer rates going into effect in January 2023.
- Adjustment in meter read dates, tentatively scheduled for spring 2023.
- New EPA guidelines for lead/galvanized lines in the home and Pardeeville Utilities to survey all municipal water service lines to protect you.

[Click here to open USEPA 2022 Guidance for Developing and Maintaining a Service Line Inventory](#)

**Note:** Field names that are shaded navy are required for every service connection. Field names shaded blue are recommended, optional, or only required under certain conditions. See field descriptions for more information.

	Column	Description		
A	SITE ID	PWS that do not wish to report site addresses to the department in column B can use this column to “link” their materials inventory table to a separate service address table for their own use. <b>This column is optional, however, it strongly recommended that PWS enter the site ID for locations that are lead and copper monitoring sites in this column.</b>		
B	LOCATION IDENTIFIER	The location identifier can be the site address, however if there is more than one service connection at a given address, it must include additional detail. If the PWS does not wish to report addresses to the department it can be a block, intersection or landmark. This column is required per sub-subparagraph <b>§141.84 (a)(8)(i)</b> of the LCCR which requires that a location identifier be associated with each service line.		
	Column	Description	Answer options	Answer Option Descriptions
C	GOOSENECK CURRENTLY PRESENT?	Is there a gooseneck, lead connector or pigtail present? <b>PWS are required to track this information, if known. However, PWS are not required to conduct investigations to determine if a gooseneck is present.</b>	Y	YES - WITH CERTAINTY
			N	NO - WITH CERTAINTY
			UNK	NOT KNOWN WITH CERTAINTY
D	CURRENT STREET SIDE SERVICE LINE MATERIAL	Service line pipe material, from the water main to curb stop.	L	CONFIRMED LEAD
			C	CONFIRMED COPPER
			G	CONFIRMED GALVANIZED
			P	CONFIRMED PLASTIC
			DI	CONFIRMED DUCTILE IRON
			CL-L	CONFIRMED LINED CAST IRON
			CL-U	CONFIRMED UNLINED CAST IRON
			UNK-LG	UNKNOWN - MAY CONTAIN LEAD OR GALVANIZED
E	WAS STREET SIDE SERVICE LINE MATERIAL EVER PREVIOUSLY LEAD?	Was the service line ever previously lead?	Y	YES – SERVICE LINE WAS PREVIOUSLY LEAD
			N	NO – KNOWS WITH CERTAINTY THAT SERVICE LINE MATERIAL WAS NEVER PREVIOUSLY LEAD
			UNK	NOT KNOWN WITH CERTAINTY IF MATERIAL WAS EVER PREVIOUSLY LEAD
	Column	Description	Answer options	Answer Option Descriptions
F	STREET SIDE SERVICE LINE SIZE	Service line pipe diameter in inches, from the water main to curb stop. This information is useful as a screening tool as <b>most</b> lead service lines are 2 inches or less in diameter. Furthermore, PWSs are required to report service line size to the PSC for their annual report. This column may also be used by PWS that wish to track information required by both agencies in a single document. <b>Column F is optional.</b>		
G	STREET SIDE SERVICE LINE INSTALL DATE	The four-digit year that the utility-side service was installed (i.e. 1974). If the exact year is not known, enter the decade (i.e. enter 1970 for any year in the 1970s) Although this information is not required, it can be used as a screening tool to determine if the service line was installed before or after the lead ban (1986). <b>Column G is optional.</b>		
H	CURRENT PROPERTY SIDE SERVICE LINE MATERIAL	Service line pipe material, from the curb stop to water meter. See Row D for answer options.		
I	PROPERTY SIDE SERVICE LINE SIZE <sup>1</sup>	Service line pipe diameter, in inches, from the curb stop to water meter. This information is useful as a screening tool as <b>most</b> lead service lines are 2 inches or less in diameter. Furthermore, PWS are required to report service line size to the PSC for their annual report. This column may also be used by PWS that wish to track information required by both agencies in a single document. <b>Column I is optional.</b>		
J	PROPERTY SIDE SERVICE LINE INSTALL DATE	If the exact year is not known, enter the decade (i.e. enter 1970 for any year in the 1970s). This information it can be used as a screening tool to determine if the service line was installed before or after the lead ban (1986). <b>Column J is optional.</b>		
	Column	Description	Answer options	Answer Option Descriptions
K	BUILDING TYPE	The type of structure that is served water by the service connection. <b>At a minimum, the PWS must identify the connection either SF, MF or NONRES.</b>	SF	SINGLE-FAMILY RESIDENTIAL
			MF	MULTI-FAMILY RESIDENTIAL
			SCH/CC	SCHOOL OR CHILD CARE <i>This category may be used by the PWSs to track locations that must be monitored under §141.92.</i>
			RES/CC	RESIDENTIAL & IN-HOME CHILD CARE <i>This category may be used by the PWSs to track locations that must be monitored under §141.92.</i>
			NONRES	NONRESIDENTIAL ONLY, NO SCHOOL OR CHILD CARE.
			MIX	MIXED RESIDENTIAL & NONRESIDENTIAL, NO SCHOOL OR CHILD CARE.
L	POINT-OF-ENTRY OR POINT-OF-USE TREATMENT PRESENT?	Is the cold-water kitchen tap treated by point-of-entry or point-of-use softening, filter or other treatment? <b>Column L is optional.</b>	Y	YES - the sample tap is treated by a point of use or point of entry softener or filter
			N	NO - the sample tap is not treated by a point of use or point of entry softener or filter
			UNK	Presence or absence of POU and POE is UNKNOWN
M	BUILDING PLUMBING MATERIAL 1	The type of plumbing materials inside the structure that water is deliver to. If there is more than one known plumbing material type, select the second material type in column N. <b>Columns M and N are optional.</b>	CLS	Copper with lead solder
			C	Copper, no lead solder
N	BUILDING PLUMBING MATERIAL 2		O	Other material that is <u>not</u> copper, or copper with lead solder
			UNK	Unknown
	Column	Description	Answer options	Answer Option Descriptions
O	BUILDING PLUMBING MATERIAL INSTALL DATE	The four-digit year that the interior premise plumbing was installed. If the exact year is not known, you may enter the decade if the decade is not the 1980s. If the decade is the 1980s, you may enter one of the following: 1983-1984, <1983 or >1984. <b>Column O is optional.</b>		
P	COMMENTS	Use this column information to enter any other information that the PWS finds helpful to them or any information they wish to share with the department. <b>Column P is optional.</b>		
	Column	Description	Answer options	Answer Option Descriptions (Chapter 4 of EPA inventory guidance)
Q	BASIS OF STREET SIDE MATERIAL CLASSIFICATION	Use the drop-down menu to select the method used for materials classification. If the method you use is not one of the options, select other and describe the basis for classification in Column Y-Notes on materials classification.	Previous eval	Previous Materials Evaluation
			Installation record	Installation record (e.g., tap card)
			Installed after lead ban	Installation date after lead ban (1986)
			Diameter > 2 inches	Service line diameter is > 2 inches
			SL repair/replace record	Service line repair or replacement record
			Water sampling only	Water sampling only with no records
			Field inspection only	Field inspection only with no records
			Other - describe in notes	Other - if other is selected describe the basis for material classification in the Notes Column Y.

	Column	Description		
R	WAS STREET SIDE MATERIAL FIELD VERIFIED?	Was the street side material field verified? Select "Y" for "Yes" or "N" for "No".		
S	DATE OF STREET SIDE FIELD VERIFICATION, IF APPLICABLE	If you selected "Yes" in column R, enter the date (DD/MM/YYYY) or four-digit year that the material was field verified. <i>This field is only required if "Yes" was selected in Column R.</i>		
	Column	Description	Answer options	Answer Option Descriptions <i>(Chapter 5 of EPA inventory guidance)</i>
T	METHOD OF PROPERTY SIDE FIELD VERIFICATION, IF APPLICABLE	If PWS selected "Yes" in column R, select the method used for field verification. If the method you used is not one of the options, select other and describe the basis for classification in Column Y. <i>This field is only required if "Yes" was selected in Column R.</i>	Customer self id	Customer self-identification
			CCTV - internal	CCTV investigation at curb stop - internal
			CCTV - external	CCTV investigation at curb stop - external
			Mech excav	Mechanical excavation at one location
			Visual insp at meter	Visual inspection at the meter pit
			Visual insp during install or repair	Visual inspection during construction or repair
			Cross connection survey	Cross Connection survey
			Other	Other - describe in Notes Column Y
	Column	Description		
U	BASIS OF PROPERTY SIDE MATERIAL CLASSIFICATION	Use the drop-down menu to select the method used for materials classification. If the method you used is not one of the options, select other and describe the basis for classification in Column Y. See Column Q for a description of and an explanation of answer options.		
V	WAS PROPERTY SIDE MATERIAL FIELD VERIFIED?	Was the street side material field verified? Select "Y" for "Yes" or "N" for "No".		
W	DATE OF STREET SIDE FIELD VERIFICATION, IF APPLICABLE	If PWS selected "Yes" in column R, select the method used for field verification. If the method you used is not one of the options, select other and describe the basis for classification in Column Y. <i>This field is only required if "Yes" was selected in Column V.</i>		
X	METHOD OF STREET SIDE FIELD VERIFICATION, IF APPLICABLE	If you selected "Yes" in column V, select the method used for field verification. See column T for an explanation of answer options. <i>This field is only required if "Yes" was selected in Column V.</i>		
Y	NOTES MATERIAL CLASSIFICATION	If PWS selected "other" in Columns Q, T, U or X, describe the basis for classification or field verification here. <i>This field is only required if "other" was selected in column Q, T, U and/or X.</i>		