

**VILLAGE OF PARDEEVILLE  
PUBLIC UTILITIES COMMISSION  
MEETING AGENDA  
Village Hall – 114 Lake Street, Pardeeville  
Tuesday, June 6, 2023 at 5:45 PM – 6:15 PM**

- 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. NEW Business
  - a. 106 Parkway – After meter was tested
  - b. Annual Audit – sales tax billing adjustment
  - c. Review of Ord. Article III - Well Abandonment and Permitting a Drilled Well or Sandpoint Well
  - d. CMAR 2022 – Resolution 23-R3

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Kayla Lindert, Clerk/Treasurer  
Posted: 06/01/2023

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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  
PUBLIC UTILITIES COMMISSION  
MEETING MINUTES  
Village Hall – 114 Lake Street, Pardeeville  
Tuesday, May 9th, 2023 at 4:45 p.m.  
*Draft: Not Approved***

**Call to Order** – Babcock called meeting to order at 4:45 PM

**Roll Call** – All members present except Scott Bock, as well as Administrator/D.P.W. Salmon, Clerk/Treasurer Lindert, Trustee Taylor, Trustee Engelmann, Trustee Pufahl, Eric Alm and WPPI rep's - Mallory Kleven, Tim Ament and Tom Paque

**Verification of the Posting of Agenda** – Lindert stated posted in all 3 public places as well as Village website

**Agenda Approval** – Motion to approve Buzzell/Haynes. Motion carries unanimously.

**Minutes Approval** – Motion to approve minutes Babcock/Haynes. Motion carries unanimously.

**Village Administrator/Director of Public Works Report**

-Salmon highlighted white board in board room tonight and highlighted capital projects written on white board

-Discussion on sludge removal and if the project would help the smell that occurs in the Spring. Salmon explained pond turnover and wind direction. Sludge removal and overall improvement. Discussion on Maple St. and paving phases

-Babcock urged new commission members to get in touch with Erin on projects to gain knowledge

**NEW Business**

**PSC Electric Conventional Rate Case update – WPPI (Mallory Kleven, Tim Ament & Tom Paque**

**1. Cost of Service and Rates Design**

**2. Recommendation to File with the PSC**

- Mallory Kleven came to podium for presentation, giving backstory on how the Village of Pardeeville and WPPI got here today.

-Went over slides submitted in packet and process going forward with the Utility. Highlighting parts submitted with electric rate case application and the rate design prepared by WPPI. Ended with Mallory and Tim Ament highlighting rate design by rate class, proposed rate design by rate chart, and increases by each rate class.

-Babcock questioned Mallory on the revenue side with the PSC revised rate and fixed costs. Mallory answered with varying with utility and distribution costs only. Variable costs are the services, such as accounting for an example

-Discussion on class comparison of proposed revenue to Alliant Energy. Comparison to fees billed by Alliant Energy and the volume of customers Alliant has.

-Further discussion on filing frequency and consensus by this commission to have steady increases

-Engelmann questioned WPPI about comparing to Adams Columbia. Mallory answered no and they are a co-op and do not have access to their records. They are not regulated by the PSC and only information they could get would be from Adams Columbia's website.

**-Recommendation that WPPI submits the cost of service and rate design to the PSC Buzzell/Leonard. Motion carries unanimously.**

**Derrick Truck; Recommendation for Transportation**

-Babcock opened up about agenda item and information included in packet. Babcock also gave backstory on the Derrick Digger Truck to new committee members. Salmon continued to highlight emails included in packet and reason for agenda item. Gave options what the commission can

choose

-Babcock asked about where our new truck is and delivery date. Salmon answered beginning of 2024

-Power related maintenance on our current truck will take between 5-7 days and anywhere from \$5,000-\$10,000 of costs we will be incurring. Salmon listed the issues the truck has

-Discussion on towing costs with Blystone's vs other company.

-Salmon stated that we budgeted \$26,000 for the loan that we likely won't need this year, so money is there to utilize for the maintenance. Just need direction on how to transport. Tow it or drive it on the backroads at speeds under 45 mph.

**-Motion to tow truck and check Blystone's for price first Haynes/Woxland. Motion carries unanimously.**

-Discussion on salvage cost with old truck once our new truck comes in. Salmon stated hoping to sell for \$5,000.

### **106 Parkway – Utility Bill Discussion and Recommendation**

- Babcock stated reason for agenda item and Salmon further stated process with monthly billing and Village staff

-Babcock stated what the commission has done in the past for waiving fees

-Discussion on basement on property

-Eric Alm, son of Ray Alm, came to podium and gave background story of situation with his father, house and potential buyers that are interested in buying 106 Parkway

-Discussion on utility credit policy that was implemented in February of 2020 and damage to the water meter

-Further discussion on process and meter reading by Village staff

**-Motion to postpone agenda item, upon waiting further testing of meter and bring back to Commission in June Woxland/Nakielski. Motion carries unanimously.**

### **Annual Audit – sales tax billing adjustment**

**-Not discussing tonight. Will include on June agenda**

### **Review of Ord. Article III - Well Abandonment and Permitting a Drilled Well or Sandpoint Well**

**-Not discussing tonight. Will include on June agenda**

### **Parcel 451.01 – Possible Holding Tank**

- Salmon stated reason for agenda item and highlighted ordinance 34-184 included in packet

-Discussion on who is financial responsible to connect to utilities and review of parcel on interactive map

**-Motion to deny request for holding tank on parcel 451.01 Babcock/Buzzell. Motion carries unanimously.**

-Salmon stated bringing this ordinance to Public Protection

### **Adjourn – Babcock adjourned meeting at 5:51 PM**

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Kayla Lindert, Clerk/Treasurer

Approved:

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

**Village Administrator/Director of Public Works**

Reporting Period of May 8<sup>th</sup> – June 2<sup>nd</sup>

Village Board Meeting Date: June 6<sup>th</sup>, 2023

**Week of May 8<sup>th</sup>:**

- Sludge removal – Primary Pond complete; 368,000 gallons removed (estimated 500,000) – will be back in late fall to do secondary pond.
- Need to order battery and hydraulic hoses for jetter
- Address assignment for Sunrise Subdivision
- Coordinate with Gerke on the LaFollette St. Project and the Developer.
- Signatures for West Alley – continue to track down property owners to obtain signatures
- Coordinate with County, Grothman and crewman for LRIP paving job
- Truck Day at the Elementary School on Tuesday
- Correspondence with PSE on the Substation design, specs and bidding
- Sales Tax adjustment to Utility Bills – work with Baker Tilly and Civic
- Meigs look up at W. LaFollette St., Vince St. and Allys Ct. from last year. Discussion with the County on the final product
  - Amount of Oil Used – Meigs will warrant the outer lane of Allys Ct. and pushing for the edges of LaFollette St. Will do later this summer. County states the stones were approved, tested and same as before. Application of the oil is being questioned.
  - Scott's Construction having same issues with Chip Seal – Town of Arlington, loose chips/stones
    - Carbide blades along the curb lines – common problem in Muni's and Townships, not just a County issue
    - Could use rubber blades, but those wear easily
  - Could go with a Fog Seal as option or Slurry Seal, but road is closed for an entire day (no foot traffic, etc.).
  - Chip Seal is \$15K per mile, HMA is \$95K-117K/mile
- Attend MEUW conference – Green Bay; voted to be on the Board of Directors for the MEUW, 7<sup>th</sup> District
- Estimate on the Derrick Truck for towing
- CDA – provide their feedback on our offer. Send to Haynes and attorney.
- Following up on LRIP:
  - There's a State Statute regarding LRIP. If a City has a population over 7,000 (don't quote me exactly), but this would be targeted at Mike's comment referring to Portage and bidding the LRIP Contracts.....the County can't perform the work in that Muni.
  - Portage does the whole LRIP, Engineering is not included for the reimbursement, that's paid separately, etc. "Asphalt Only" LRIP is for smaller Muni's and Townships, like us. There are separate LRIP docs' for County, Townships, Village's, City's.
- Call in for Electric - mast from house on S. Main pulled off house

**Week of May 15<sup>th</sup>:**

- Cat Trapping coordination with LaToya's
- Work on signing at Yard Waste
- Removal of Cottonwood starts today (low bid, Daniels)– coordinate with Heaps on brush
- Derrick Truck, alternate Support
- Paving today - LRIP projects
- Continue with Audit work 2022 – work with the auditor so he can file the Electric and Water
- Kayak launch delivered early! : ) Coordinate install
- Ordinances – procedures
- Pool Filling – Create Spreadsheet for future
- Sunrise Inspection – coordinate with MJ Electric for Maple St.
- Call in Public Works after hours to unload Kayak Launch and then again for issue with a urinal, after receiving a call from Deputy.
- PFAS testing per our Permit
- PW Concrete Services – pour items in Chandler Park
- Discussions with the DNR and RPS on the Dam Sheet Piling Project
- Review Tower Lease – final draft, update Verizon that our draft will be presented to them on June 7<sup>th</sup>
- Planning with the Library architect on the Library Lawn design and utility easement

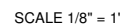
- Discussions with the Developer on the townhomes and the need to go to *single car* garage vs the original plan of car and ½. In order to get the buildings to fit, this is the design that's needed. [See attached](#).
- Continue with West Alley Easement Documents
- Conversations and final decision by Piggly Wiggly regarding shared access from their driveway to new store. They do not want the shared access. Inform the DOT. The DOT will deny any access except a shared access. Need to wait on the DOT, based on another Court case, pending.
- Follow up with the DOT on the temp. driveway permit for 712 Lake St.
- Meter tested at 106 Parkway – passes test. Let Eric Alm know
- Kayak Launch – residents questions
- Boys Club Reach out – Ball field Lights
- Contact LW Allen – 1 of the 2 pumps failing at the Shore Acres Lift Station
- Derrick Truck – picked up viz tow truck (Blystones was more expensive than the original quote from Femal's Towing).
- Building Inspection – Changes at GEC and lead inspector for the Village
- Lineman called to Everbrite site after semi snagged junction on the Frontier cable. The cable was reinforced with a steel cable. This also pulled our electric wire down, pulled on two power poles as well. One pole still needs to be addressed, but waiting on Frontier, as the guy for the pole is Frontier (their cable warrants the guy on the pole). Lineman stayed on site - ensure power was secure and site was safe. Plan to invoice Frontier.
  - Discussion with Frontier to check their inventory for clearance. Currently, when lineman see a low wire, they pass along to me, then I send to Frontier. I'd like to see Frontier do a complete inventory of their Utility, Village wide. Per the NESC (National Electric Safety Code)
- Issues at Breezy Point Lift Station (1 of the 2 pumps) – contact LW Allen and coordinate for pump inspection, repair, etc.

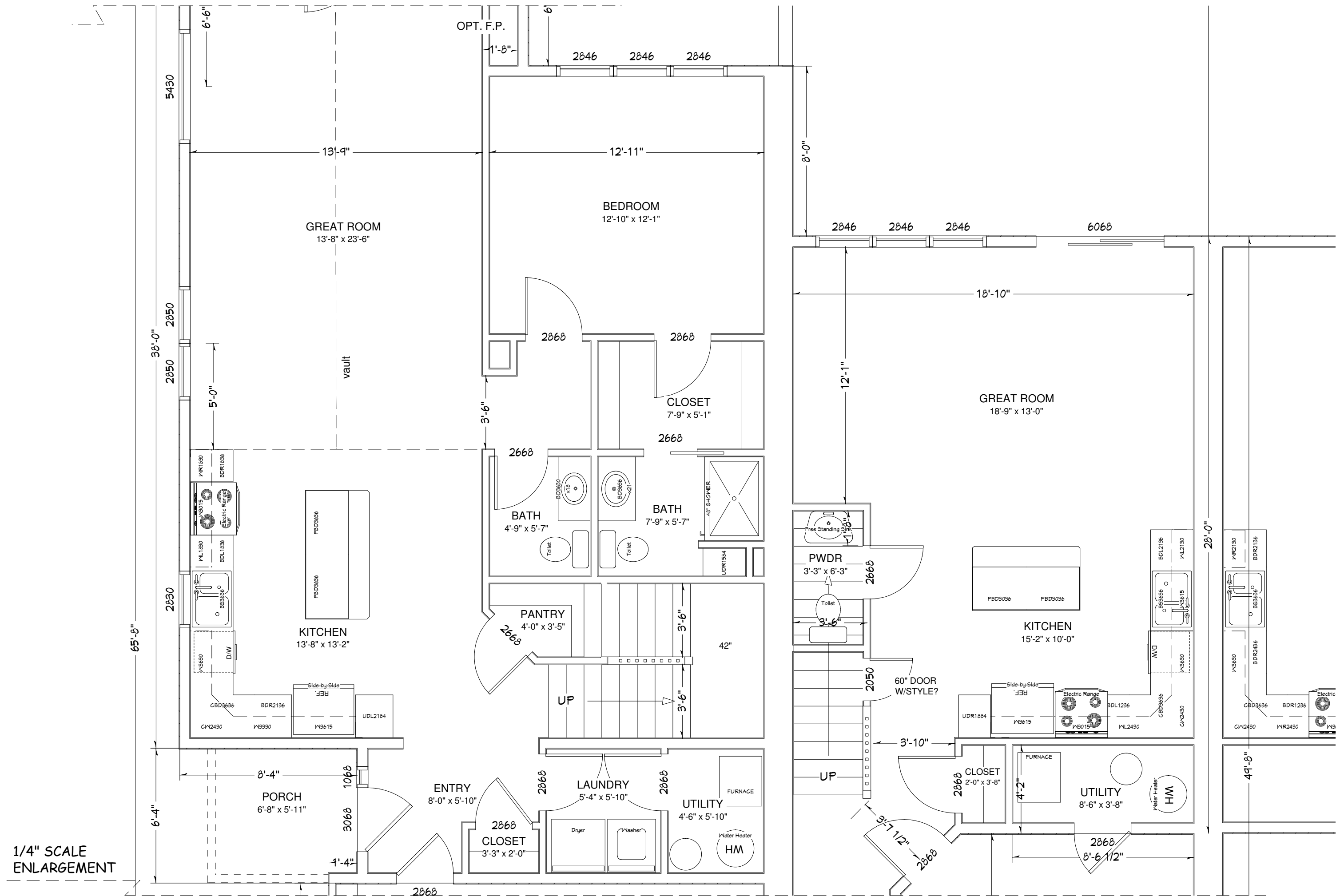
#### **Week of May 22nd:**

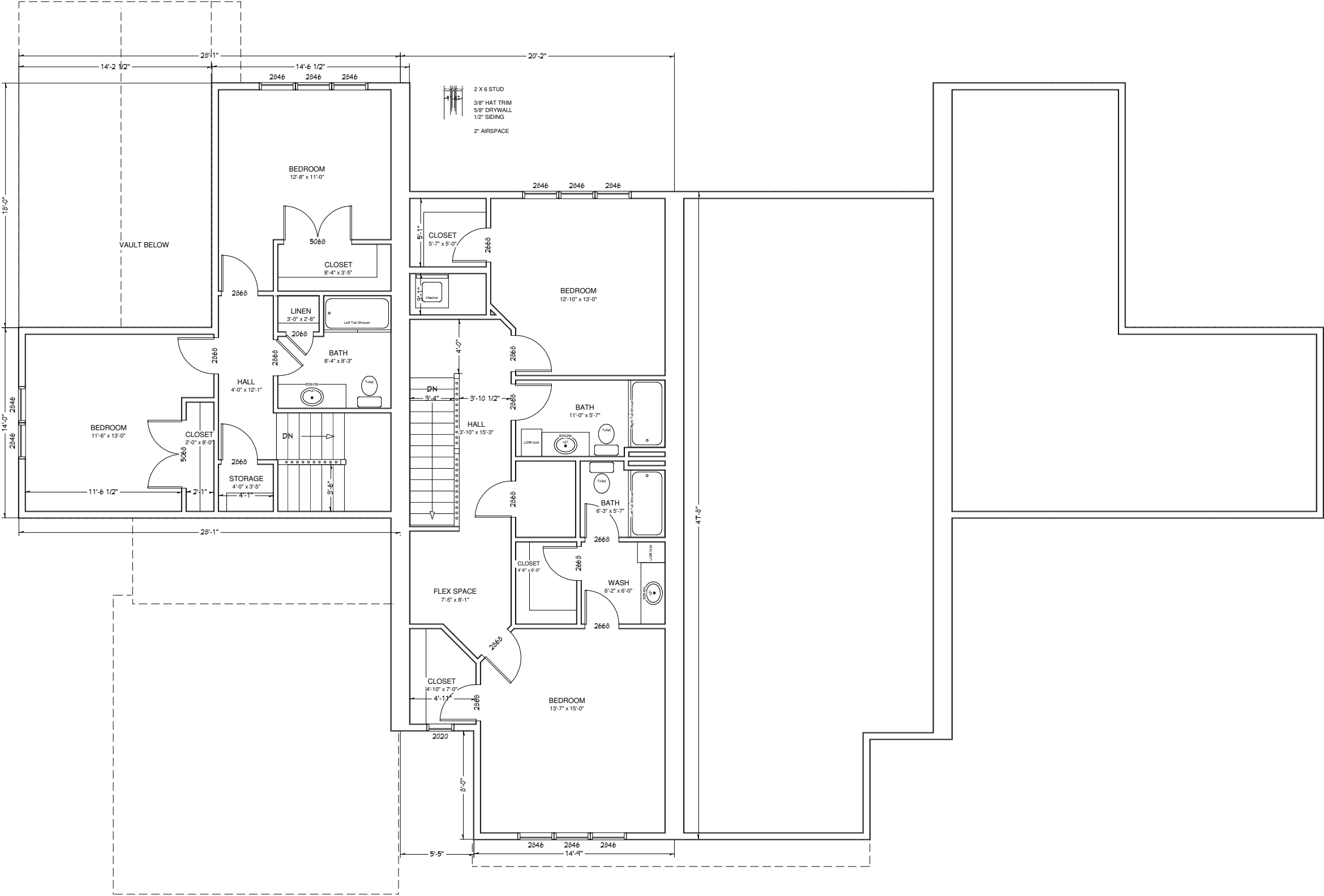
- CMAR report with Water/Sewer Operators – on Utility Agenda 06/06
- Foote Development – pouring 5<sup>th</sup> and final slab on Friday, May 26th
- Grading crew for Doug Hare Way is scheduled the week of June 5<sup>th</sup>
- Meet with Gerke, Developer – construction schedule, pass along to J&R, Alliant and Charter
- HWY 44 Campground – Abbreviated Traffic Impact Analysis for the DOT
- TID Annual Report with Brent Nelson
- Water Rate Case – start
- investment options, market rates, and strategy with Ehlers, Kayla and Brent
- Gillette Heart with Building Inspector
- Sales Tax with Johnson Block and Civic
- Meeting with Ehlers, Kayla and Johnson Block on our Ehlers Loan – remaining balance, TIF expenses and shortfall. Need to determine an estimate for 2023 TIF expenses (Sunrise, Doug Hare, MSA, etc.) Follow up with Ehlers and Brent
- Coordinate with IT and Volunteer on the .net for the Village to move to .gov. – grant funding is available.
- Talk with Lt. Haueter on planning for opening bathrooms on the weekends, when Deputy is in town. Perform on AM checks at 6:30.
- New Yard Waste Site Hours went live (after sign was updated, padlock was changed to a different style and coordination with Sheriff was confirmed).
- USSI – Derrick Truck update on 05/24/23, pumps are good, testing the collector (hydraulic rotator)
- PFAS test for the Village – all samples were within the acceptance criteria! :) )

#### **Week of May 30th:**

- Overhead work on Maple for Sunrise Subdivision
- Discussions with Attorney and Sheriff's Office regarding habitual Ord. Violations and procedure
- Development team, MSA, Gerke – work on lot 19 layout for quantities for Gerke. Try and get a price for the Village.
- Coordination with all Utilities for the work leading in to Sunrise on Maple St.
- Meet with the County on the 2022 Chip Seal Locations – plan to meet on site with Meigs in the near future. Entertain possibly a Fog Seal over the existing Chip Seal, pending how the future meeting goes. Will bring to Board for Final Decisions.
- Baker Tilly/Civic Sales Tax

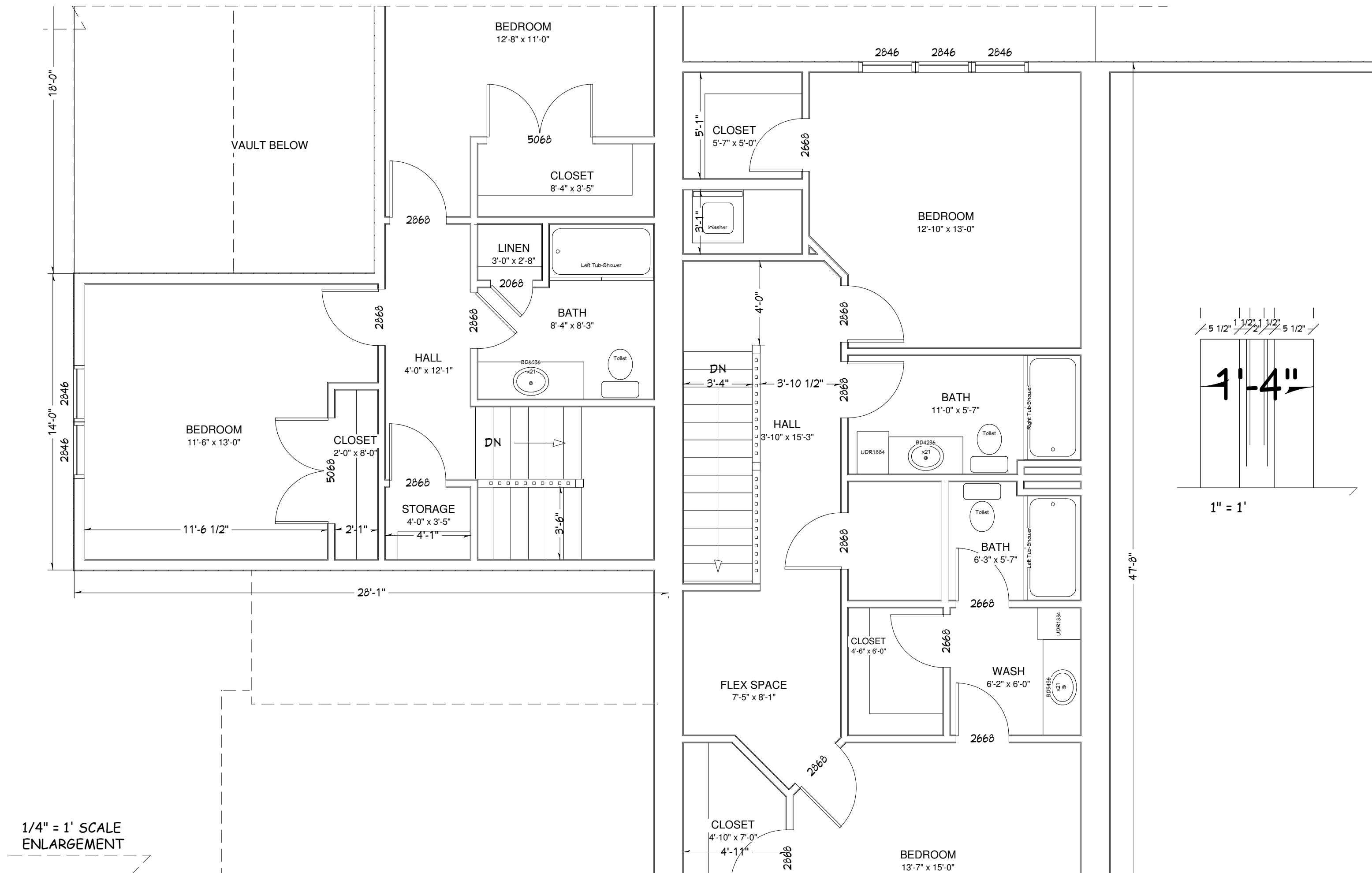






SCALE 1/8" = 1'





**Erin Salmon**

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**Subject:** RE: 106 Parkway - update

Total Bill on May 23rd was \$24,647.62

Sewer usage \$18,352.84.

Remaining is \$6,294.78

*Thank you,*

Erin

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**From:** Trustee 2 <[pvtrustee2@gmail.com](mailto:pvtrustee2@gmail.com)>  
**Sent:** Monday, May 22, 2023, 9:03 PM  
**To:** Erin Salmon <[dpw@villageofpardeeville.net](mailto:dpw@villageofpardeeville.net)>  
**Subject:** Re: 106 Parkway - update

Hi,  
Thank you for the email. Yes, please add the details back into our packet along with the sewer credit accounting.

Thanks,  
Mike Babcock

On Mon, May 22, 2023 at 5:58 PM Erin Salmon <[dpw@villageofpardeeville.net](mailto:dpw@villageofpardeeville.net)> wrote:

Hi,  
**This water meter was tested & passed.**  
The property owner has been made aware of the results too.  
For the meeting in June, what would you like for packet material? Same as what was in the May meeting, possible sewer credit amount?  
Thanks!  
Erin M. Salmon, P.W.M.  
Village Administrator/Director of Public Works  
Village of Pardeeville & Pardeeville Utilities

Sent from my U.S.Cellular© Smartphone  
Get [Outlook for Android](#)

## ARTICLE II. – WELL ABANDONMENT AND PERMITTING A DRILLED WELL or SANDPOINT WELL

### Sec. 16-55. – Purpose(s)

A. The NR 810.16 Wisconsin Administrative Code, directs suppliers of water for municipal water systems to require the proper abandonment of all:

- (1) Unused, unsafe or noncompliant wells OR Sandpoint Wells;
- (2) Wells which may serve as conduits for groundwater contamination; or
- (3) A well which may be illegally cross-connected to the municipal system;

B. Provide a permit system to allow retention to safe and code complying wells, by local ordinance or water utility rule, to eliminate sources of unsafe water and to prevent such wells from becoming channels for vertical movement of contaminated water and to eliminate all existing cross-connections and prevent all future cross-connections.

The purpose of this section is to prevent contamination of groundwater and to protect public health, safety and welfare.

(Code 1986, § 6-2-3(a)) Rev 07/2020

### Sec. 16-56. - Applicability.

- (a) All wells within the limits of the Village that are in unusable condition or unsafe (NR 140 or 809) or do not comply with Wis. Admin. Code NR 812 or which may serve as conduits for groundwater contamination shall be abandoned in accordance with this article by December 31, 2020, ***In locations where municipal water service is not available, on the existing street or at least within 500' of proposed water lateral, these wells are exempt from this section.***
- (b) Where feasible, noncompliant wells and pump installations may be upgraded to comply with Wis. Admin. Code NR 812. A private well may be temporarily abandoned under provisions of Wis. Admin. Code NR 812. A well that is constructed for potable use may not be considered a non-potable well to avoid the applicability of this section.
- (c) If water from a private well is known to produce water which exceeds a department of natural resources health advisory, a primary standard in Wis. Admin. Code NR 812 or an enforcement standard in Wis. Admin. Code NR 140 or 809, a well operation permit shall not be issued without approval of the Department of Natural Resources.
- (d) Where an illegal cross connection exists - where a private well is connected to a plumbing system which is also connected to the municipal system. State law and rule prohibit such cross connections.

(Code 1986, § 6-2-3(b)) Rev. ~~07/2020~~

Revised 06-06-2023

### Sec. 16-57. - Well operation permits:

#### GENERAL:

1. EXISTING AND NEW SANDPOINT WELLS (SHALLOW – NO DEEPER THAN 25' BELOW THE GROUND) WILL BE AUTHORIZED WITHIN IN THE VILLAGE, BY PERMIT ONLY

2. EXISTING DRILLED WATER WELLS (INSTALLED PRIOR TO 2020) WILL BE AUTHORIZED WITHIN THE MUNICIPAL BOUNDARY, BY PERMIT ONLY. NEW DRILLED WELLS MAY BE AUTHORIZED ON A CASE BY CASE BASIS BY AUTHORIZATION OF THE UTILITY COMMISSION AND BY PERMIT.

PERMITTING:

- (a) A permit may be granted to a well owner to operate each private well. The application shall be submitted prior to installing a well (if an owner currently does not have a permit and wishes to retain an existing well, the Village shall receive the permit as soon as possible to comply with this ordinance).
- (b) The following requirements must be met before a well operation permit is issued:
  - (1) The well has a functional pumping system and its use can be justified in addition to the water provided by the public water system.
  - (2) The well produces bacteriologically safe water as demonstrated by providing a copy of the results of a water sample analyzed at a state-certified laboratory within three months preceding the request for the well operation permit or permit renewal.
  - (3) The well and pump installation meets the requirements of Wis. Admin. Code NR 812 as certified by a department of natural resources licensed well driller or pump installer or by the department of natural resources staff evaluation.
  - (4) No physical connection exists between the piping of the public water system and a private well.
  - (5) The fees in the amount set forth in the village fee/bond schedule is paid to the Village for processing a well/sandpoint well permit.
    - a. Permit fee at initial install (or if it's an existing well and are now obtaining a permit).
    - b. Renewal permit fee (*after 3-years*)
    - c. Annual sewer charge (if applicable)
- (c) At the end of the 3 year permit period, the well owner shall apply for a renewal of the permit application to include the updated safe water sample (analyzed at a state-certified laboratory). ***Water quality tests will be conducted at the applicant's expense to obtain. Permit applications shall be made on forms provided by the clerk.***

(Code 1986, § 6-2-3(c)) Rev 03/15/2022

Sec. 16-58. - Abandonment methods.

Wells shall be abandoned according to the procedures outlined in Wis. Admin. Code NR 812. The pump and piping must be removed and the well checked for obstructions prior to abandonment. Any obstruction or liner must be removed, if possible. Filling with unapproved materials or use of unacceptable procedures is prohibited.

(Code 1986, § 6-2-3(d))

Sec. 16-59. - Report and inspection.

An abandonment report form (Department of Natural Resources form No. 3300-5) is available at the clerk's office and must be submitted to the clerk within ten days of abandonment completion. Advance notice of 48 hours of well abandonment work must be provided to the clerk so the filling may be observed

by a representative of the village. The clerk shall send a copy of the completed form to the appropriate department of natural resources district office within ten days of receipt of the completed form.

(Code 1986, § 6-2-3(e))

Sec. 16-60. - Penalties.

- (a) Any person, firm or other well owner violating any provision of this section shall, upon conviction, be punished by forfeiture as defined in the adopted Village fee/bond schedule, together with the cost of prosecution. Each day during which a violation exists shall be deemed and constitute a separate offense.
- (b) If any person fails to comply with this section for more than ten days after notice in writing, the Village may impose a penalty or may cause the abandonment to be done and the expense thereof shall be assessed as a special tax against the property.

(Code 1986, § 6-2-3(f))

Sec. 16-61. – FEES

- (a) Sewer Fee – annual sewer usage fee will apply for those wells that are utilizing the waste water collection system per the Village fee schedule.

# Compliance Maintenance Annual Report

Pardeeville Wastewater Treatment Facility

Last Updated: Reporting For:

5/23/2023

2022

## 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	0.1123	x	235	x	8.34	=	220
February	0.1108	x	225	x	8.34	=	208
March	0.1085	x	258	x	8.34	=	233
April	0.1182	x	248	x	8.34	=	244
May	0.1196	x	180	x	8.34	=	180
June	0.1252	x	220	x	8.34	=	230
July	0.1166	x	215	x	8.34	=	209
August	0.1160	x	236	x	8.34	=	228
September	0.1205	x	198	x	8.34	=	198
October	0.1213	x	235	x	8.34	=	238
November	0.1220	x	252	x	8.34	=	256
December	0.1167	x	290	x	8.34	=	282

### 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	.5	x	90	=	0.45
		x	100	=	.5
Design BOD, lbs/day	504	x	90	=	453.6
		x	100	=	504

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	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		0	0	0	0
Points		0	0	0	0
<b>Total Number of Points</b>					<b>0</b>

0

# Compliance Maintenance Annual Report

Pardeeville Wastewater Treatment Facility

Last Updated: Reporting For:

5/23/2023

2022

## 3. Flow Meter

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

- ☒ Yes Enter last calibration date (MM/DD/YYYY)

2022-10-04

☐ 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 facility? If yes, indicate volume in gallons.

Septic Tanks

☒ Yes

58000

gallons

☐ No

Holding Tanks

☒ Yes

64000

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.

went over on bods but cant prove what it was from hauled in waste or industry or meth lab

## 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

Pardeeville Wastewater Treatment Facility

Last Updated:    Reporting For:  
5/23/2023                      **2022**

<div><div><input type="radio"/> Yes</div><div><input checked="" type="radio"/> No</div></div> <div>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.</div> <div></div>	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A



# Compliance Maintenance Annual Report

Pardeeville Wastewater Treatment Facility

Last Updated: Reporting For:  
5/23/2023 **2022**

## 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	45	40.5	24	1	0	0
February	45	40.5	21	1	0	0
March	45	40.5	19	1	0	0
April	45	40.5	18	1	0	0
May	45	40.5	31	1	0	0
June	45	40.5	26	1	0	0
July	45	40.5	18	1	0	0
August	45	40.5	7	1	0	0
September	45	40.5	7	1	0	0
October	45	40.5	16	1	0	0
November	45	40.5	10	1	0	0
December	45	40.5	14	1	0	0

\* Equals limit if limit is  $\leq 10$

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		0	0
Points		0	0
<b>Total number of points</b>			<b>0</b>

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?

took several samples down stream of factories to try to narrow it down with no success

### 2. Flow Meter Calibration

2.1 Was the effluent flow meter calibrated in the last year?

- Yes Enter last calibration date (MM/DD/YYYY)  
2022-10-04

○ No

If No, please explain:

### 3. Treatment Problems

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

went over on bods in may (1) and june (1) stopped taking in waste from hauler and stated to get ready for sludge removal in 2023.

### 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

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<p>● No If Yes, please explain: <div></div></p> <p>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: <div></div></p> <p>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: <div></div></p>	
--	--

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

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## Groundwater Quality

### 1. Groundwater Quality Standards

1.1 At any time in the past year were there Preventative Action Limit (PAL) or Alternative Concentration Limit (ACL) exceedances of public health and welfare parameters in any groundwater monitoring wells downgradient of the discharge location?

- ☒ Yes
- ☐ No

If Yes, please list the exceedances in each downgradient well:

Quarter #1:

Well #2: Nitrate/Nitrate = 8.9, Chloride Dissolved = 220

Well #3: Nitrogen Ammonia = 6.4, Chloride Dissolved = 210

Well #4: Chloride Dissolved = 200

Quarter #2:

Well #2: Chloride Dissolved = 180, Nitrogen Ammonia = 22.0

Quarter #3:

Well #3: Chloride Dissolved = 230

Well #4: Nitrite Nitrate= 9.8, Chloride Dissolved = 230

Quarter #4:

Well #2: Chloride Dissolved = 200

Well #3: Chloride Dissolved = 220

1.2 At any time in the past year were there Enforcement Standard (ES) or ES Alternative Concentration Limit (ACL) exceedances in any groundwater monitoring well downgradient of the discharge location?

- ☐ Yes (20 points)
- ☐ No (If no, proceed to question 1.3)
- ☒ N/A - Based on a Department confirmation that the hydrogeologic situation is, in effect, a diffuse surface water discharge system.

If Yes, please list the exceedances in each well:

1.3 At any time in the past year were there Enforcement Standard (ES) or ES Alternative Concentration Limit (ACL) exceedances at any point of standards application monitoring well? Point of standards application monitoring wells are those wells used to determine if an ES or ACL has been exceeded at any one or more of the following: 1) Any point of groundwater use; 2) Any point beyond the property boundary on which the facility is located; 3) Any point beyond the design management zone.

- ☐ Yes (10 points)
- ☐ No
- ☒ N/A - Based on a Department confirmation that the hydrogeologic situation is, in effect, a diffuse surface water discharge system rather than a discharge system potentially impacting the groundwater beyond a groundwater compliance boundary. In this case the facility may have received an NR 140.28 exemption.

If Yes, please list the exceedances in each well:

### 2. Groundwater Evaluation Report

2.1 Has a comprehensive Groundwater Compliance Evaluation Report been done by either your consultant or the Department ?

- ☒ Yes Date:

2003-02-21

- ☐ No

If yes, what were the findings:

0

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We received an NR140.28 exemption in March of 2004 from the DNR. DNR also received our proposed Groundwater Monitoring Well Installation Evaluation, Plan and Specs on May 19, 2022. Installed new Groundwater Monitoring Wells in October of 2022. Still in the review process.	
--	--

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

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## Ponds And Lagoon Leakage

### 1. Pond Lining

#### 1.1 What material was used to line your ponds?

vinyl chloride pond liner

### 2. Flow Measurements

#### 2.1 Did you measure influent flow to your wastewater ponds or lagoons?

● Yes (0 points) ☐

○ No (40 points) (Go to question 6) ☐

##### 2.1.1 Method of influent flow measurement:

mag meter

#### 2.2 Did you measure effluent flow discharged from your wastewater system either to the land disposal system or to the receiving stream?

● Yes (0 points) ☐

○ No (40 points) (Go to question 6) ☐

○ No Discharge (0 points)

##### 2.2.1 Method of effluent flow measurement:

flow meter

0

### 3. Total Flow Volumes

#### 3.1 Total monthly influent and effluent flow volumes from the pond/lagoon system during the last calendar year.

Total Monthly Influent Volume		Total Monthly Effluent Volume
3.481	JANUARY	3.034
3.103	FEBRUARY	2.737
3.363	MARCH	4.321
3.546	APRIL	3.742
3.707	MAY	3.254
3.755	JUNE	4.117
3.614	JULY	3.447
3.596	AUGUST	3.734
3.614	SEPTEMBER	3.387
3.76	OCTOBER	3.577
3.659	NOVEMBER	4.024
3.619	DECEMBER	3.713
<b>42.8170</b>	<b>YEARLY TOTAL</b>	<b>43.0870</b>

#### 3.2 From the Yearly Total influent and effluent volumes above, total effluent is divided by total influent and converted to a percent of volume loss.

Total effluent, MG => 43.0870

----- = 1.006 <= effl / infl ratio

Total influent, MG => 42.8170

Conversion to a percent of volume loss:

(1-effl/infl ratio) \* 100 = -0.6 % of influent lost and not discharged with effluent

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## 4. Surface Area

4.1 What was the total wastewater surface area of the ponds/lagoons at operating level (do not include seepage cells)?

2.03 Acres

## 5. Leakage Rate Estimation

5.1 Total influent volume (in MG) minus total effluent volume (in MG) plus or minus the change in pond/lagoon storage (in MG) is the net wastewater loss. The net loss divided by 0.000365 equals the estimated leakage amount in gpd.

Total Annual Influent (MG)	42.8170	
Total Annual Effluent (MG)	43.0870	
Estimated Net Loss (MG)	-0.2700	
Estimated Leakage Amount (gpd)		-740

If you have a \*Department approved\* method for determining a change in storage volume, enter the storage change last year in MG below.

o Storage Increase: Enter amount in MG ->

o Storage Decrease: Enter amount in MG ->

5.2 CMAR Estimated Leakage Rate in gallons per acre per day (gpac): The CMAR Estimated Leakage Rate in gpac is the leakage amount in gpd (from part 5.1) divided by the total pond surface area (from question 4).

Leakage Amount (gpd)		Acres		CMAR Estimated Leakage Rate
-740	divided by	2.03	=	-365

## 6. On Site Leakage Testing

6.1 Did you conduct an on-site, field water balance/leakage test on your ponds or lagoons that was approved by the Department and is still valid?

o Yes Year

● No

If yes, what was the field Test Calculated Leakage Rate for your ponds/lagoons?

gpac

NOTE: if 6.1 is answered Yes, the value entered above in gpac will be used in 7.1 to compute points generated.

## 6.2 Leakage Rate Comments:

pond liner inspected monthly last repair needed was 2011

## 7. Estimated Leakage Rate and Points

7.1 The CMAR Estimated Leakage Rate (from 5) is used to determine the points generated in the table below.

If an approved field test was conducted and the results are still valid and accepted by the Department, the Field Calculated Leakage rate (from 5.2) is used to determine the points earned from the table below

gpac	points
0 - 1,000	0
1,001 - 2,000	10
2,001 - 4,000	20
4,001 - 7,000	30
> 7,000	40

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Based on the leakage rate in gpad, the points earned are: 0

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:

lagoons

### 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. 002 - LAGOON SLUDGE/SOLIDS

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										5.4				0	0
Cadmium		39	85										2				0	0
Copper		1500	4300										693				0	0
Lead		300	840										33				0	0
Mercury		17	57										1.2				0	0
Molybdenum	60		75										8.8			0		0
Nickel	336		420										13.7			0		0
Selenium	80		100										3.9			0		0
Zinc		2800	7500										1100				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
- 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)



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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? <div></div>	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? <input type="radio"/> >= 180 days (0 Points) <input type="radio"/> 150 - 179 days (10 Points) <input type="radio"/> 120 - 149 days (20 Points) <input type="radio"/> 90 - 119 days (30 Points) <input type="radio"/> < 90 days (40 Points) <input checked="" type="radio"/> N/A (0 Points) 6.2 If you checked N/A above, explain why. <div>lagoons</div>	0
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management: <div>none</div>	

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

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## Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"><li>● Yes</li><li>○ No</li></ul> <p>If No, please explain:</p> <div></div> <p>Could use more help/staff for:</p> <div></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"><li>● Yes</li><li>○ No</li></ul> <p>If No, please explain:</p> <div></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"><li>● Yes (Continue with question 2) <input type="checkbox"/><input type="checkbox"/></li><li>○ No (40 points)<input type="checkbox"/><input type="checkbox"/></li></ul> <p>If No, please explain, then go to question 3:</p> <div></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"><li>● Yes</li><li>○ No (10 points)</li></ul> <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"><li>● Yes<ul style="list-style-type: none"><li>● Paper file system</li><li>○ Computer system</li><li>○ Both paper and computer system</li></ul></li><li>○ No (10 points)</li></ul>	0
<p>3. O&amp;M Manual</p> <p>3.1 Does your plant have a detailed O&amp;M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none"><li>● Yes</li><li>○ No</li></ul>	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"><li>○ Excellent</li><li>● Very good</li><li>○ Good</li><li>○ Fair</li><li>○ Poor</li></ul> <p>Describe your rating:</p> <div>all preventative maintenance and scheduled maintenance done on site by staff</div>	

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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:

ROY C WHITE

Certification No:

37699

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

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

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

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

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OIT and Basic Certification: <ul style="list-style-type: none"><li>● Averaging 6 or more CECs per year.</li><li>○ Averaging less than 6 CECs per year.</li></ul> Advanced Certification: <ul style="list-style-type: none"><li>○ Averaging 8 or more CECs per year.</li><li>○ Averaging less than 8 CECs per year.</li></ul>	
--	--

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

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## Financial Management

### 1. Provider of Financial Information

Name:

Kayla Lindert

Telephone:

608-429-3121

(XXX) XXX-XXXX

E-Mail Address  
(optional):

clerk-treasurer@villageofpardeevill.net

### 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:

2022

● 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., CWP 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:

2022

● 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

\$ 81,890.72

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

\$ 81,890.72

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+ \$ 942.57

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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

\$ 82,833.29

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?

\$ 82,833.29

0

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

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

● Yes

○ No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. ☐ ☐

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	LAND APPLICATION	\$200,000	2023
2	WWTP FACILITY PLAN	\$250,000	2024
3	Back-up Generator Installation	\$66,000	2023

## 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: 11

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	2,254	
February	2,200	
March	1,885	
April	2,080	
May	1,992	
June	1,803	
July	2,048	
August	1,799	
September	1,870	
October	1,825	
November	1,934	
December	2,261	
Total	<b>23,951</b>	<b>0</b>
Average	<b>1,996</b>	<b>0</b>

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?

do lift station maintenance done twice a year and as needed

## 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	24,000	3.48	6,897	6.82	3,519	
February	31,440	3.10	10,142	5.82	5,402	
March	27,840	3.36	8,286	7.22	3,856	
April	30,480	3.55	8,586	7.32	4,164	
May	16,960	3.71	4,571	5.58	3,039	
June	13,760	3.76	3,660	6.90	1,994	
July	31,760	3.61	8,798	6.48	4,901	
August	31,440	3.60	8,733	7.07	4,447	
September	20,160	3.62	5,569	5.94	3,394	
October	15,200	3.76	4,043	7.38	2,060	
November	19,120	3.66	5,224	7.68	2,490	
December	23,440	3.62	6,475	8.74	2,682	
Total	285,600	42.83		82.95		0
Average	23,800	3.57	6,749	6.91	3,496	0

#### 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:

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## 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?

new back up generator coming in 2023

## 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:

2006

By Whom:

alliant energy

Describe and Comment:

Currently working with MSA on a Facility Plan after the Groundwater Study is complete. Our groundwater MW's were installed in Oct. of 2022. After evaluation from the DNR, we will have a direction on how we can proceed.

☐ 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	<b>A</b>

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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:

Did you accomplish them?

- ☒ Yes
- ☐ No

If No, explain:

##### ☒ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

- ☒ Organizational structure and positions (eg. organizational chart and position descriptions)
- ☒ Internal and external lines of communication responsibilities
- ☒ Person(s) responsible for reporting overflow events to the department and the public

##### ☒ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

village ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2017-04-19

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 Management Plan (SECAP)
- ☐ Lift Station Evaluation Report
- ☒ Others:

studying certain areas for growth in a couple of areas around town

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	<input type="text" value="98"/>	% of system/year
Root removal	<input type="text" value="98"/>	% of system/year
Flow monitoring	<input type="text" value="0"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="10"/>	% of system/year
Manhole inspections	<input type="text" value="60"/>	% of system/year
Lift station O&M	<input type="text" value="11"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="0"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="0"/>	% 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

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River or water crossings  % 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.

<input type="text" value="35.683"/>	Total actual amount of precipitation last year in inches
<input type="text" value="35"/>	Annual average precipitation (for your location)
<input type="text" value="10.81"/>	Miles of sanitary sewer
<input type="text" value="11"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="2"/>	Number of complaints
<input type="text"/>	Average daily flow in MGD (if available)
<input type="text"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.19"/>	Complaints (number/sewer mile)
<input type="text"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text"/>	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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<div></div> <p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <div>none</div> <p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <div>replacement of some lids and chimmney seals as needed</div>	
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<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

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## Grading Summary

WPDES No: 0021644

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
Groundwater	A	4	7	28
Ponds	A	4	7	28
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
<b>TOTALS</b>			<b>38</b>	<b>152</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)



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## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Pardeeville Public Utilities

Date of Resolution or  
Action Taken:

2023-06-06

Resolution Number:

23-R3

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 = A

Effluent Quality: BOD: Grade = A

Groundwater: Grade = A

Ponds: 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. = 4.00

## **RESOLUTION 23-R03**

### **2022 Compliance Maintenance Annual Report**

**WHEREAS**, the State of Wisconsin, Department of Natural Resources, requires Pardeeville Public Utilities to file a Compliance Maintenance Annual Report, and

**WHEREAS**, the Pardeeville Public Utility Commission has reviewed and approved the 2022 report, and

**NOW, THEREFORE, BE IT RESOLVED** that a copy of this resolution be sent to the State of Wisconsin, Department of Natural Resources along with the electronic report.

Dated this 6<sup>th</sup> day of June, 2023

\_\_\_\_\_  
Mike Babcock, Commission President

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Steve Woxland, Commissioner

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Michael Haynes, Commissioner

\_\_\_\_\_  
Leonard Knadle, Commissioner

\_\_\_\_\_  
Tommy Nakielski, Commissioner

\_\_\_\_\_  
Scott Bock, Commissioner

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Gene Buzzell, Commissioner