

**RESOLUTION 2016-17**

**VILLAGE OF ALLOUEZ**

**BE IT RESOLVED** by the VILLAGE BOARD of the VILLAGE OF ALLOUEZ, County of Brown, State of Wisconsin, that the ALLOUEZ VILLAGE BOARD has reviewed and approved the “**Compliance Maintenance Report**” which is specifically referred to as “**CMAR**” relative to the village’s sanitary sewer collection system.

**PASSED AND ADOPTED** by the Village Board on the 17<sup>th</sup> day May, 2016.

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James F. Rafter, President

ATTEST:

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Debra M. Baenen, Clerk-Treasurer



# Compliance Maintenance Annual Report

Allouez Village

Last Updated: Reporting For:

5/9/2016

2015

## Financial Management

### 1. Provider of Financial Information

Name:

Craig Berndt

Telephone:

(920)448-2800

(XXX) XXX-XXXX

E-Mail Address

(optional):

craig@villageofallouez.com

### 2. Treatment Works Operating Revenues

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

● Yes (0 points)

○ No (40 points)

If No, please explain:

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

Year: 2015

● 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., CWFPP 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)

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: 2015

● 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

\$ 277,872.00

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

+

\$ 516.38

3.2.3 Adjusted January 1st Beginning Balance

\$ 278,388.38

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

+

\$ 15,000.00

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

\$ 293,388.38

# Compliance Maintenance Annual Report

Allouez Village

Last Updated: Reporting For:  
5/9/2016 **2015**

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

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

None.

3.3 What amount should be in your Replacement Fund? \$ 275,376.00

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

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

☒ Yes

☐ No

If No, please explain.

## 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	Sanitary Relay-Riverside Drive	500,000	2020
2	Sanitary Relay-Bryan/St Joseph/Longview/DuCharme/Jourdain/Detrie	1,000,000	2017
3	Sanitary Relay-Oakwood/St Mary's Blvd/Beaumont	750,000	2019
4	Sanitary Relay-Karen/Karl/Little Road/Brevort/Vista/Stambaugh/Ravine/Lola/Tower Drive	1,000,000	2021
5	Sanitary Relay-Fairview/Delahaut/E. Greene Ave/E. Briar Ln	1,000,000	2023
6	Sanitary Relay-Brenner Place/Blackhawk/Bittersweet	350,000	2025

## 5. Financial Management General Comments

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

# Compliance Maintenance Annual Report

Allouez Village

Last Updated: Reporting For:  
5/9/2016 2015

## Sanitary Sewer Collection Systems

### 1. CMOM Program

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

- ☒ Yes
- ☐ No

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

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

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

☒ Goals

Describe the specific goals you have for your collection system:

Reduce Infiltration and Inflow to the collection system by replacing sanitary sewers and sanitary laterals in poor condition, and eliminating cross-connected building drain sump pumps. Initiate a program to reduce illegal connections to the sanitary sewer system (clear water). Inspect a portion of the sanitary sewer system each year and complete maintenance repairs to reduce I/I in these sections.

☒ Organization

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

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

☒ Legal Authority

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

- ☒ Sewer use ordinance Last Revised Date (MM/DD/YYYY) 9/1/2015
- ☒ Pretreatment/industrial control Programs
- ☒ Fat, oil and grease control
- ☒ Illicit discharges (commercial, industrial)
- ☒ Private property clear water (sump pumps, roof or foundation drains, etc.)
- ☐ Private lateral inspections/repairs
- ☐ Service and management agreements

☒ Maintenance Activities (provide details in question 2)

☒ Design and Performance Provisions

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

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

☒ Overflow Emergency Response Plan:

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

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

# Compliance Maintenance Annual Report

Allouez Village

Last Updated: Reporting For:  
5/9/2016 2015

## ☒ Capacity Assurance:

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

- ☒ Current and up-to-date sewer map
- ☒ Sewer system plans and specifications
- ☒ Manhole location map
- ☒ Lift station pump and wet well capacity information
- ☒ Lift station O&M manuals

Within your sewer system have you identified the following?

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

0

## 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="35"/>	% of system/year
Root removal	<input type="text" value="2.5"/>	% 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="1"/>	% of system/year
Lift station O&M	<input type="text" value="50"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="1"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="1"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="2.5"/>	% of system/year
Private sewer I/I removal	<input type="text" value="2.5"/>	% of private services

# Compliance Maintenance Annual Report

Allouez Village

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The private sanitary lateral replacement program as part of the major reconstruction projects is implemented. a major reconstruction project was completed in 2015. The private lateral program is proposed to be made a mandatory program in the future.

## 3. Performance Indicators

### 3.1 Provide the following collection system and flow information for the past year.

32.9	Total actual amount of precipitation last year in inches
29.19	Annual average precipitation (for your location)
61.35	Miles of sanitary sewer
2	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
24	Number of basement backup occurrences
0	Number of complaints
1.913	Average daily flow in MGD (if available)
2.984	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

### 3.2 Performance ratios for the past year:

0.00	Lift station failures (failures/year)
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)
0.02	Sanitary sewer overflows (number/sewer mile/yr)
0.39	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
1.6	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

## 4. Overflows

### LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OFERFLOWS REPORTED \*\*

	Date	Location	Cause	Estimated Volume (MG)
0	12/14/2015 8:30:00 AM - 12/14/2015 4:30:00 PM	Manhole at the intersection of East River Drive and Mission Road.	Rain	0.45 - 0.45

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

What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?

The village believes that I/I can be reduced by routine investigation and sewer/manhole repairs, and replacement of sanitary sewers in poor condition. This repair work is underway and is resulting in stabilizing and operating cost savings. This is a continuing program to locate and reduce I/I and will continue. Several sanitary sewer replacement projects are planned over the next 10 years.

## 5. Infiltration / Inflow (I/I)

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

☐ Yes

☒ No

If Yes, please describe:

# Compliance Maintenance Annual Report

Allouez Village

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5/9/2016 2015

I/I was only significant and a problem in late December 2015 when continued rain over two days occurred totaling more than 4 inches of rain. An SSO occurred which is the first such event in more than 10 years. The SSO occurred because the village bypass pumped to reduce the residential basement backups.

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

● Yes

○ No

If Yes, please describe:

The answer to 5.1 above is appropriate for this question.

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

The significant I/I event in 2015 was in December. This major storm event on December 14-15, 2015, was more than a 4 inch rainfall over a 48 hour period resulting in saturated soil. The rain storm was centered directly over the village. Basement flooding occurred in several homes due to the high water table and sump pump or foundation drain capacity limitations. Some basement sanitary backups occurred due to the excess I/I during this storm.

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

Annual I/I leak detection program via televising and manhole inspections, and grouting and sealing the sanitary sewer is conducted in a targeted area each year. This is the 8th year of this program. The private sanitary sewer lateral replacement program also continues and has been done for 5 years now. This is reducing I/I.

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



# Compliance Maintenance Annual Report

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## Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
<b>TOTALS</b>			<b>4</b>	<b>16</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)

# Compliance Maintenance Annual Report

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## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Village of Allouez

Date of Resolution or  
Action Taken:

5/17/2016

Resolution Number:

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):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

The village did experience an SSO in December as a result of high rainfall over an extended two-day period. This was reported to the WDNR. This is the first such event due to rainfall in many years.

### 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**

The village of Allouez continues to plan and implement sanitary sewer collection system replacements targeting the sewers in poor condition. This is an on-going 10-year plan for replacements.