

# VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453  
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2850

## Department of Public Works

06/15/2023

### 2022 COMPLIANCE MAINTENANCE ANNUAL REPORT (CMAR)

The WDNR requires communities with wastewater collection systems to submit an annual report summarizing their sanitary sewer inspection and maintenance activities. A copy of the completed 2022 CMAR report is attached for your review and comment. A resolution from the Village Board indicating that the report has been reviewed and approved is required.

The DNR CMAR Reporting includes:

- Financial Management
- Sanitary Sewer Collection Systems
- Resolution

Some of the notable Sewer Utility activities completed by the Village in 2022 include:

- Generated user charges/revenue sufficient to cover operation, maintenance and debt service.
- Future Capital Improvement Planning. A Street and Utility Reconstruction Project with sewer relay and lateral replacement is planned for 2023/2024/2025.
- Prepared engineering plans for the relaying and lining of sanitary sewer under this year's Street and Reconstruction Project.
- Televised 15,670 feet of sanitary sewer and camera launched 271 laterals.
- Cleaned over 33% of the sewer system. Village owns and maintains 61 miles of sanitary sewer.
- Purchased a new Sewer Jetting Truck in 2022.

Suggested Motion:

Staff recommendation to the Village Board to adopt Resolution 2023-12 acknowledging review and approval of the 2022 Compliance Maintenance Annual Report (CMAR).

Sean J. Gehin, P.E.  
Director of Public Works

**RESOLUTION 2023-12**

**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 Annual 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 20<sup>th</sup> day June, 2023.

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James F. Rafter, President

ATTEST:

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Carrie C. Zittlow, Clerk-Treasurer

# Compliance Maintenance Annual Report

Allouez Sewage Collection System

Last Updated: Reporting For:  
6/15/2023 2022

## Financial Management

### 1. Provider of Financial Information

Name:

Sean J. Gehin, P.E.

Telephone:

(920) 448-2802

(XXX) XXX-XXXX

E-Mail Address  
(optional):

sean.gehin@villageofallouezwi.gov

### 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:

Revenues are adequate to cover operation, maintenance and debt service. A rate case was completed in 2021 to ensure that adequate funds are available for the sanitary sewer utility.

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

\$ 393,067.22

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

+

\$ 0.27

3.2.3 Adjusted January 1st Beginning Balance

\$ 393,067.49

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

+

\$ 21,494.43

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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

\$ 414,561.92

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.

This fund is for the future replacement of the 2-wastewater pumping stations, portable generator and Vacuum Truck. A new vacuum truck was purchased in 2022 of which a portion of the purchase cost was charged to the account in 2023.

3.3 What amount should be in your Replacement Fund? \$ 328,497.00

Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the 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	Sanitary Relay and Lining of the -Karen Lane/Roselawn Blvd/Allouez Ter/Jackson St Sewers	\$600,000	2023
2	Repair of Sanitary Sewer and Laterals-Libal St (Hwy 172 to Kalb Ave)	\$300,000	2024
3	Sanitary Relay and Lining of the-St. Francis Dr./Woodrow Way/Brevoort Ln/Stambaugh Rd/Vista Rd Sewers	\$800,000	2025
4	Sanitary Relay-E.Greene Ave (Libal St to East River Dr)	\$350,000	2025

## 5. Financial Management General Comments

A rate case was completed in 2021 to ensure that adequate funds are available to cover the operation, maintenance and debt service of the Village's collection system.

## 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: 2

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	3,547	11
February	3,236	7
March	4,159	10
April	4,665	8
May	3,311	10
June	3,286	7
July	2,548	8
August	3,034	10
September	3,401	8
October	2,787	8
November	3,723	9
December	3,598	8
Total	<b>41,295</b>	<b>104</b>
Average	<b>3,441</b>	<b>9</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:

2010

By Whom:

Allouez Staff

Describe and Comment:

Resulted in the installing of variable speed drives on the pumps.

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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?	
<div>None.</div>	

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

# Compliance Maintenance Annual Report

Allouez Sewage Collection System

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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:

1. Continue to replace aging sanitary sewer. Prepared engineering plans for the relaying and lining of sanitary sewer in 2023.
2. Annual Televising. Televised 15,671 ft of sanitary sewer and camera launched 271 laterals.
3. Annual sewer cleaning program. Cleaned over 33% of the sewer system.
4. Replaced aging and failing sanitary sewer laterals. Replaced 3 laterals in 2022.
5. Develop a more extensive sewer TV program. Purchased a new Sewer Jetting Truck in 2022 equipped with jetscan camera.
6. Identify and minimize I & I. Replaced 10 sanitary sewer manhole covers with new watertight covers in 2022.
7. Improve accuracy of sewer mapping. Hired consultant to renovate and update Village GIS platform and mapping system.

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 Code 350

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2016-11-01

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2022

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
- ☒ 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:

0

☒ 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:

## 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="33"/>	% of system/year
Root removal	<input type="text" value="1"/>	% of system/year
Flow monitoring	<input type="text" value="0"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year



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Sewer line televising	<input type="text" value="5"/>	% of system/year
Manhole inspections	<input type="text" value="33"/>	% of system/year
Lift station O&M	<input type="text" value="50"/>	# 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
River or water crossings	<input type="text" value="0"/>	% of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

The Village televised 15,671 feet of sanitary sewer in 2022.

Began the design of the Village's 2023 Street and Utility Reconstruction project (Roselawn Blvd., Karen Ln., Allouez Ter., and Jackson St.) that includes manhole, sewer and lateral replacement at a cost of approximately \$600,000.

A Street and Utility Reconstruction Project with sewer relay is planned for 2023/2025/2027.

No Sanitary Sewer Overflows in 2022.

There are no river or water crossings.

## 3. Performance Indicators

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

<input type="text" value="33.56"/>	Total actual amount of precipitation last year in inches
<input type="text" value="29.19"/>	Annual average precipitation (for your location)
<input type="text" value="61.35"/>	Miles of sanitary sewer
<input type="text" value="2"/>	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="2"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text" value="1.9"/>	Average daily flow in MGD (if available)
<input type="text" value="3.3"/>	Peak monthly flow in MGD (if available)
<input type="text" value=""/>	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="0.03"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)

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2022

<input type="text" value="1.7"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	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:

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

Precipitation level of 33.56 inches slightly above annual average of 29.19 inches.

Sewer and lateral replacement program is overall improving the clearwater intrusion.

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

The Village is proactively televising, relaying, and lining aging/failing sewer.

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

# 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	-			
<b>TOTALS</b>			<b>1</b>	<b>4</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:

Village of Allouez

Date of Resolution or  
Action Taken:

2023-06-20

Resolution Number:

2023-12

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 = -

(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**