

Our intention is to have in-person meetings going forward. We will hold meetings at 300 Bliss Avenue. This in-person location will meet the legal requirement for our open meetings. We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

**City of Stevens Point
Board of Water and Sewerage Commissioners
July 10, 2023 - 12:00 PM**

**Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

Meeting ID: | 820 26885705

By Computer: <https://us02web.zoom.us/j/82026885705>

By Phone: (303)-715-8592

AGENDA

- I. Discussion and Possible Action on:
 1. Roll Call.
 2. Approval of Minutes
 3. Approval of Department Claims
 4. 2022 Audit Presentation by Baker Tilly
 5. Addition of Inspection Tech Position - *Joel Lemke*
 6. Water Supply and Distribution Reports - *Eric Southworth*
 7. Sewage Treatment Operations Report - *Chris Lefebvre*
 8. Compliance Maintenance Annual Report - *Chris Lefebvre*
 9. Expenditures related to grit washer repairs - *Chris Lefebvre*
 10. Expenditures related to check valve repairs - *Chris Lefebvre*
 11. Construction and Maintenance Report - *Shane Kohnen*
 12. Directors Report - *Joel Lemke*
 - *Brilowski Property*
 - *CCR*
 13. Adjournment.

The next Water and Sewerage Commission meeting will be Monday, August 14, 2023 at noon.

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the Director as soon as possible to ensure a reasonable accommodation can be made. The Director can be reached by telephone at (715) 345-5260, or by mail at 300 Bliss Avenue, P.O. Box 243 Stevens Point, WI.

Copies of resolutions, reports and minutes of the Board of Water & Sewerage Commission Meetings are on file at the Admin Office of the Water & Sewerage Departments for inspection during normal business hours from 7:30 A.M. to 4:00 P.M.

City of Stevens Point
Board of Water and Sewerage Commissioners
May 8, 2023 - 12:00 PM
Stevens Point Public Utilities
300 Bliss Avenue, Stevens Point, WI

OR

Zoom Teleconferencing

Meeting ID: | 820 26885705

By Computer: <https://us02web.zoom.us/j/82026885705>

By Phone: (303)-715-8592

MINUTES

I. Discussion and Possible Action on:

1. Roll Call.

PRESENT: Paul Adamski, Carl Rasmussen, Mae Nachman and Ray Schmidt

EXCUSED ABSENCE: Anna Haines

ALSO PRESENT: Joel Lemke, Mary Klesmith, Chris Lefebvre, Eric Southworth, Jason Draheim, Jaime Zdroik, Pam Filtz, Jenny Schmeiser, Anne Rink, Michael Federwitz and Ald. Lange

2. Approval of Minutes

Motion made by Mae Nachman, seconded by Ray Schmidt to approve the April 10, 2023 meeting minutes of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the department claims for the month of April as audited and read.

Ayes all. Nays none. Motion carried.

4. Bill credit for Four Seasons, 1430 Torun Road - Joel Lemke

Joel explained the new owners have been working hard on fixing leaks. According to policy and department practice, a sewer credit can be considered if the leak has been repaired and there is proof the water did not go into the sanitary sewer. In this case, the water did not go down the sanitary sewer.

Motion made by Mae Nachman, seconded by Ray Schmidt to approve the bill credit for 1430 Torun Road in the amount of \$20,813.73.

Ayes all. Nays none. Motion carried.

5. Utility Position Evaluations - Joel Lemke

Joel stated his original intent in going forward with the market rate study was to evaluate three positions; the Administrative Services Manager, Administrative Services Specialist and Airport Manager. The Administrative Services Manager and the Administrative Services Specialist positions have been misrepresented on the pay plan for a long time and we've been continually working on trying to rectify this. There have also been difficulties in hiring for other positions as well. Therefore, a broader spectrum of department positions were evaluated during the market rate study.

The wage consultant came back with data for some of the positions but there is still more to do. Joel explained that he is in no hurry to change titles for the individuals listed on the results of the market rate study. The titles they have listed are what our titles are compared to our industry. Our titles didn't mesh with what other titles are within our industry. Joel explained he felt based on the AWWA data that the Administrative Services Specialist position should be placed in J but when we received the results from Baker Tilly that position remained at H. Stevens Point calculates at 92% of the national average. So, if you have jobs that represent the whole United States, they will take 92% of that and see where you belong. Using that data, and applying the 92%, that position came within .1%. Joel explained to Baker Tilly there are internal equity issues and they explained they were using the scoring system grade for that position and that grade will need to be re-evaluated. So, for this position, Joel will be doing the PAQ process in order to get the original scoring system grade re-evaluated.

Additionally, there are some positions that in the future Joel would like to create a senior step to. The Administrative Services Specialists and the Utility Operators are important roles within the utility and they are the bulk of our employees. Joel explained the industry data has entry level wages representing 0-5 years of employment and wages that represent 5 years of employment and beyond. In order to recognize this, Joel would like to implement benchmarks that wouldn't require committee action to get to it, it would take benchmarks accomplished. The benchmarks would consist of years of employment, certifications required for the position etc. So this is the next step.

This Commission hasn't acted on this in recent years but has in the past. Recently these matters have been acted on at the Personnel Committee but it makes sense for this Commission to act on these issues. So this will be acted on here and at the Personnel Committee.

Joel explained how the pay schedule works and the proposed changes from Baker Tilly. There were eight positions with proposed changes.

Joel is requesting approval to implement the proposed changes, pursue the "senior" positions for future months approval, and development of a new pay plan matrix that would better represent the department and the City. The engineering position also needs review. There have been no applicants for this position, which may indicate that steps need to be taken to fill the position. We are requesting permission to hire at step 5, Grade S.

Paul stated he feels it is hard for commissioners to question professionals that have worked on this study and have the benefit of seeing all of the comparisons.

Ray questioned if it was important to get these new salaries in place prior to doing our rate study. Joel explained we have never tried to tie the two together before. Our rates will cover this. We need to fill a few positions and possibly create a new position.

Mae stated that essentially, we are playing catch-up with some of the positions, because to see a 17% increase for the Administrative Services Manager position, that's substantial and we need to recognize their work. She appreciates this recognition. Joel explained that the position handles the duties of several at City Hall. HR, accounting, and finance manager duties for several entities; Water/Sewer/Storm/Airport/Transit/Fiber.

Carl stated comparing within the industry is crucial because that is where we would recruit employees from.

Motion made by Mae Nachman, seconded by Ray Schmidt to approve the wage increases for the following positions; Director, Waste Water Superintendent, Water Distribution Superintendent, Administrative Services Manager, Construction & Maintenance Superintendent, Chief Operator of Wastewater and Chief Operator of Water.

Ayes all. Nays none. Motion carried.

6. Vehicle use policy - Joel Lemke

The Commission was surprised we didn't have a vehicle use policy already in place.

Utility vehicles would be allowed to be taken home in those instances when the Department Head has determined such action is justified by on-call, emergency, safety and economic considerations. These vehicles are normally not intended to be used for personal use. This would allow for a quicker response for the employee on-call. The taxable fringe benefit for federal income and employment tax purposes would be recorded and tracked through payroll. Mileage would be charged to those that live further than 5 miles from the city limits. Any mileage charges to an employee would be charged through payroll deduction.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the Vehicle Use Policy.

Ayes all. Nays none. Motion carried.

7. Water Supply and Distribution Reports - Eric Southworth

Eric stated hydrant flushing started this week and will go through Thursday night. A1 construction has started again in Portage, Third, Meadow, Franklin. Hopefully, this will be done by Memorial Weekend. We are wrapping up last years construction projects.

8. Sewage Treatment Operations Report - Chris Lefebvre

Chris stated we met all permit requirements for the month of April. The dryer is still down. We are hoping 12 weeks after ordering the parts it should be operational again.

We did receive an award for Best of State for our dryer project from the American Council of Engineering last week.

9. Construction and Maintenance Report - Joel Lemke

Joel stated the crews are busy preparing for construction projects. They are also working with the contractor preparing to install a 2 inch main up Spruce Street.

10. Purchase of push camera for storm and sewer infrastructure - Eric Southworth

Joel explained the push camera would alleviate them having to dig in order to see hard to access sewer and storm infrastructure. This is a capital amendment request, adding to the televising equipment previously approved. It will save its value by not having to dig.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the purchase of a push camera for storm and sewer infrastructure in the amount of \$14,792.00 from Macqueen Equipment.

Ayes all. Nays none. Motion carried.

11. An estimate for ditching work by Kyle Kluck Excavating - Joel Lemke

Joel showed the Commission the map of the area that needs ditching work to reopen the flow of the ditch. This was done a few years ago and needs to be done again. In the future, we might be able to find funding to install additional storm pipe.

Joel is requesting permission to engage with Kyle Kluck Excavating in an amount not to exceed \$13,000.00 for maintenance to Utility-owned infrastructure, specifically the removal of material and vegetation from ditches and other vegetated areas.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve ditching work by Kyle Kluck Excavating in an amount not to exceed \$13,000.00.

Ayes all. Nays none. Motion carried.

12. Directors Report - Joel Lemke

Joel explained we didn't qualify for a simplified rate increase for Water Utility by the Public Service Commission because we came just over the 6.5 benchmark, we came in at 6.5. We will have to do a full rate case. Sewer and Storm rate increases that were previously approved can be implemented but we will have to hold on increasing rates for the Water Utility until a full rate case has been completed.

13. Adjournment.

Motion made by Carl Rasmussen to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting Adjourned: 12:57PM

REPORT TO THE JUNE 12, 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

WATER DEPARTMENT

FINANCES:

Bank balance as of May 1, 2023

\$ 7,299,950.55

Bank deposits recorded in May 2023

\$ 209,016.31

\$ 7,508,966.86

CHECKS ISSUED MAY 2023:

57805 American Engineering Testing, Inc.	Geotechnical Services 2023 Reconstruction Project	2,466.67
57806 Battery Universe	Flashlight	48.35
57807 City Of Stevens Point	Retirement, fuel, EE deductions/benefits, Interest 2022	128,731.55
	Revenue Bonds	
57811 Kristopher J Spindler	Boot allowance	125.00
57812 Springbrook Holding Company LLC	Payroll Portal - ESS Subscription	249.96
57814 USA Blue Book	Lab supplies, waste bags	719.47
57816 Mae Nachman	Salary	57.37
57817 Community Foundation of Central WI	Employee Contribution	10.00
57818 United Way Of Portage County	United Way	36.00
57819 AnSer	After hours answering service	130.00
57821 Aramark	Rug service	81.66
57822 Baker Tilly Virchow Krause LLP	Audit Charges	5,271.19
57823 Batteries Plus	Batteries for data logger	9.49
57824 Bauernfeind Business Technologies	Qtrly maintenance for printer	88.66
57827 CORE & MAIN LP	Meter couplings	769.72
57828 County Materials Corp	Speedcrete	121.87
57830 Franks Hardware Co Inc	Supplies	138.58
57832 HydroCorp Meter Sales	4" meter	149,588.58
57833 Kamstrup Water Metering LLC	Annual Software Maintenance	925.91
57838 Mastercard	Tools & Training Expense, Office Supplies	1,123.59
57841 Sioux Valley Environmental	Chemicals for water treatment	55.00
57842 Springbrook Holding Company LLC	Civic Pay Transaction Fee	384.67
57843 Strand Associates Inc	Professional Services 2024 Street Improvements	2,263.32
57844 Teamsters Union Local 662	Union dues	1,700.00
57846 Wolter, Inc.	Shelving arms for Utility Garage	811.19
57850 Aquatic Informatics Inc	Cross connection software - annual maintenance	1,400.00
57851 CORE & MAIN LP	Meter couplings	600.00
57852 Donna's Cleaning Service	Utility Garage Cleaning	300.00
57853 First Supply LLC -Plover	Pipe	416.00
57854 H&S Protection Systems Inc	Upgrade alarm to accomodate fiber phone service	424.49
57855 Hawkins Inc	Chemicals	3,051.27
57856 INFOSEND INC	Delinquent notices, disconnect notices, statement print/postage	2,225.15
57858 Multi Media Channels, LLC	Hydrant Flushing Notice	49.88
57859 Mastercard	Battery & AWWA Conf Refund, Lock for data logger,	-48.90
	Web service for IT pipes software, Office supplies	
57861 Michael Vassar	Uniform reimbursement & boat allowance	251.58
57863 Community Foundation of Central WI	Employee Contribution	10.00
57864 United Way Of Portage County	United Way	36.00
57865 Aramark	Rug Service	40.83
57867 Clark Dietz	2024 Street Improvement - Professional Services	3,336.67
57869 Hawkins Inc	Well 11 Replacement Pump, Chemicals-Azone	2,956.14
57870 Heartland Business Systems, LLC	Assistance with Microsoft 365 email cut over	175.00
57871 Jack Henry & Assoc	Annual Software Maintenance	1,773.66
57873 Zach Trzebiatowski	Boot allowance	105.50
57875 Wolter, Inc.	Fork Lift Diagnosis	169.82
WPS	Utility Charges	22,189.16
Payroll	Payroll	43,274.35
IRS PR Tax	Payroll Taxes - Federal	32,002.78
DOR PR Tax	Payroll Taxes - State	6,479.79
Verizon Cell & iPad Charges	Phone & iPad Charges	556.60
DOR Garnishment	Garnishment	9.32
DOJ Background check	DMV abstract access	7.00

HRA Admin Fees

TOTAL EXPENSES LISTED

BALANCE ON HAND MAY 31, 2023

Renewal & Admin Fees

30.00

\$ 417,729.89 \$ 417,729.89

Balance on Hand

\$ 7,091,236.97

Plus uncleared checks

\$ 8,041.16

Less checks previously written clearing this month

\$ (72,541.83)

Ending Cash Balance matching Bank Statements

\$ 7,026,736.30

Less Restricted Funds

\$ (1,126,100.22)

Cash on Hand

\$ 5,900,636.08

REPORT TO THE JULY 10, 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

WATER DEPARTMENT

FINANCES:

Bank balance as of June 1, 2023
 Bank deposits recorded in June 2023

\$	7,026,736.30
\$	279,651.73
\$	7,306,388.03

CHECKS ISSUED JUNE 2023:

57877 Central States H & W Fund	Health Insurance Premiums	26,491.49
57878 City Of Stevens Point	Workers Comp Premiums	1,395.15
57879 Dolce Digital Imaging	Courtesy reply envelopes, envelope printing	985.00
57880 Eye Clinic of Wisconsin	Refund Check 023165-000, 3401 Stanley St.- Irrigation	622.75
57881 Fastenal Company	PPE, supplies	376.57
57882 Ferguson Waterworks #1476	1" meters & 3/4" meter registers	14,574.00
57883 Grainger	Well 11 faucet repair kit	159.14
57884 H&S Protection Systems Inc	Annual Well 11 Alarm Monitoring	964.41
57885 Heartland Business Systems, LLC	Monthly Managed Services	217.00
57886 Integrity Fire Protection Inc.	Annual Fire Line Inspection-Well 11 & Utility Garage	582.00
57890 Metron-Farnier LLC	Meters	26,869.00
57891 NAPA	Tools	56.99
57893 Rasmussen Plumbing & Heating	Clear blockage due to construction	166.25
57899 Mae Nachman	Salary	57.37
57900 Community Foundation of Central WI	Employee Contribution	10.00
57901 United Way Of Portage County	United Way	36.00
57902 Premier Real Estate Mgmt LLC	Refund Check 039431-000, 924 Songbird Ln Unit E15	5.75
57903 AnSer	After hours phone service	142.00
57904 Aramark	Rug Service	40.83
57905 Avineon, Inc.	GIS Managed Data Services	3,166.67
57907 CDW Government	Update phone for Construction Maintenance	3,229.62
57908 City Of Stevens Point	Superintendent, Analog voice gateways	
	Concrete Work Retirement, employee benefits, fuel,	37,408.34
	Heartland & CDW invoices, concrete work	
57909 County Materials Corp	Speedcrete	33.34
57910 Dakota Electric Services Inc	Troubleshoot Water Tower Compressor	183.00
57912 Elexco	Spruce St Construction Project	12,150.00
57913 Esch Construction Supply, Inc.	Diamond blade for concrete and asphalt	1,759.80
57914 Fastenal Company	PPE Gloves, hearing protection	72.41
57915 Ferguson Waterworks #1476	Inventory	3,842.00
57916 First Supply LLC -Plover	Inventory	779.90
57917 Franks Hardware Co Inc	Supplies	191.00
57918 Hawkins Inc	Chemicals	3,075.27
57919 Idexx Laboratories Inc	Lab supplies	1,379.65
57922 Northern Management LLC	Refund Check 039574-000, 401 Michigan Ave #103A	3.95
57923 Isabella Osborn	Refund Check 037482-000, 3101 Whiting Ave Apt E8	54.61
57924 Mastercard	DPW Week-trinkets, office supplies and uniforms	963.34
57926 Patrick Rothfuss	Refund Check 005266-000, 2031 Division St.	44.30
57927 Ruekert Mielke Inc	EPCC Water System Study	3,952.00
57929 Jeffrey Stelk	Refund Check 000577-000, 1966 Water St.	378.61
57933 Wi State Laboratory of Hygiene	Fluoride sampling	56.00
57935 Wolter, Inc.	Fork lift repairs, fork lift rental	1,813.14
57936 Joel Lemke	AWWA-Ace Toronto, parking, daily per diem (35x6), \$500 in lieu flight	710.00
57937 Wisconsin Division of Energy EAP – UN	Refund Check 010638-000, 1725 Fremont St.	181.60
57938 Baker Tilly Virchow Krause LLP	2022 Audit Charges	790.27
57939 Batteries Plus	Batteries	24.95
57940 CDW Government	Testing 911 calls on analog line	71.67

57941 Clark Dietz	Professional Services - 2024 Street Improvements	7,054.67		
57942 Cooper Oil Company Inc	Diesel Exhaust Fluid	65.10		
57944 Donna's Cleaning Service	Utility Garage & Water Office- Cleaning Service	300.00		
57945 Ferguson Waterworks #1476	Inventory-frames	3,130.00		
57953 Springbrook Holding Company LLC	Civic Pay Transaction Fees	382.00		
57954 Teamsters Union Local 662	Union Dues	1,638.00		
57955 USA Blue Book	Pressure gauge	254.34		
57957 Lance Wright	Uniform reimbursement	103.31		
57958 Wroblewski Concrete Construction, LLC	Manhole Rings - Inventory, 2424 Clark St. Concrete Repair	7,997.00		
57960 Community Foundation of Central WI	Green Circle - Joel Lemke	10.00		
57961 United Way Of Portage County	United Way	36.00		
57962 AnSer	After hours answering service	140.00		
57963 Aramark	Rug service	39.39		
57965 City Of Stevens Point	Workers Comp Insurance Premium	1,412.27		
57967 Ferguson Waterworks #1476	Meter Couplings	950.00		
57968 Heartland Business Systems, LLC	IT Response to M365 Change, Monthly Managed IT Services	236.43		
57969 Martelle Water Treatment	Chemical - Aquadene	7,833.66		
57972 Petty Cash	Shipping charges for water samples, Sharps containers, Joel's mileage	798.42		
57973 US Postmaster	CCR Mailing	2,439.57		
57974 SEH INC	Engineering charges for AT&T tower antenna upgrade	2,006.18		
57976 Strand Associates Inc	Professional Services - 2024 Street Improvements	8,394.18		
57977 Mastercard	Meter software, AWWA Conference Expenses, IT Pipes Software	1,146.72		
57980 Westrum Leak Detection	Leak Detection Survey	6,700.00		
57983 Wisconsin Division of Energy EAP – UN	Refund Check 038004-000, 1918 Water St.	262.37		
57985 American Asphalt Of WI	Asphalt Patching	139.00		
57988 Batteries Plus	Starting battery for generator.	1,177.90		
57989 Central States H & W Fund	Health Insurance Premiums	25,955.09		
57990 Davis Christensen	Refund Check 019815-000, 934 Prentice St.	70.27		
57992 Dixon Engineering Inc	Well 11 Inspection	11,250.00		
57994 Ferguson Waterworks #1476	Hydrant Painting	26,070.00		
57996 Hawkins Inc	Chemicals	3,354.27		
57997 INFOSEND INC	Statement, Delinquent & Disconnection Printing & Postage	2,416.75		
57998 John Fabick Tractor Co	Back Hoe Repairs	2,245.68		
58001 Northern Lake Services Inc	Qtrly Drinking Water Testing	49.26		
58002 Point Heating & Cooling	Air Conditioner Repairs Water Office	300.00		
58003 Star Business Machines	Qtrly Copier Maintenance Fee	314.86		
58005 Brandon Wiza	Uniform Reimbursement	126.58		
WPS	Utility Charges	26,354.32		
Payroll	Payroll	40,028.81		
IRS PR Tax	Payroll Taxes - Federal	32,612.81		
DOR PR Tax	Payroll Taxes - State	6,631.02		
Verizon Cell & iPad Charges	Phone & iPad Charges	682.98		
DOR Garnishment	Garnishment	9.32		
HRA Admin Fees	Renewal & Admin Fees	30.00		
TOTAL EXPENSES LISTED			\$	383,215.67
BALANCE ON HAND JUNE 30, 2023			\$	383,215.67
	Balance on Hand		\$	6,923,172.36
	Plus uncleared checks		\$	82,726.05
	Less checks previously written clearing this month		\$	(7,992.81)
	Ending Cash Balance matching Bank Statements		\$	6,997,905.60
	Less Restricted Funds		\$	(1,127,627.21)
	Cash on Hand		\$	5,870,278.39

REPORT TO THE JUNE 12, 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS
SEWAGE DEPARTMENT

FINANCES:

Bank Balance as of May 1, 2023
Bank Deposits recorded in May 2023

\$	8,255,762.20
\$	363,715.81
\$	8,619,478.01

CHECKS ISSUED IN MAY 2023:

57805 American Engineering Testing, Inc.	Geotechnical Services 2023 Reconstruction Project	2,466.67
57807 City Of Stevens Point	Interest 2019 Revenue Bonds & Retirement, Fuel	37,495.27
57808 Cummins Sales & Service	Generator Maintenance	3,984.78
57809 NCL of Wisconsin Inc	Lab supplies	1,015.26
57812 Springbrook Holding Company LLC	Payroll Portal - ESS Subscription	124.98
57813 Stevens Point Public Utilities	Qtrly Water Charges	1,437.21
57814 USA Blue Book	Fittings, ball valve	612.83
57815 Sommer Wright	Salary	93.74
57820 Aquachem of America Inc.	DAFT Polymer	13,455.00
57821 Aramark	Rug service	362.26
57822 Baker Tilly Virchow Krause LLP	Audit Charges	3,834.17
57825 City of Stevens Point	Refund Check 036547-000,1430 Torun Rd	361.89
57826 Cooper Oil Company Inc	Lubricants	425.63
57828 County Materials Corp	Speedcrete	121.86
57829 Dakota Electric Services Inc	New transformer	573.41
57830 Franks Hardware Co Inc	fittings	8.53
57831 Harter's Fox Valley Disposal	Dumpster Service	559.28
57835 MacQueen Equipment	Freight cost for warrantied part	75.57
57836 NCL of Wisconsin Inc	Lab supplies	1,345.10
57837 Pace Analytical Services Inc	Sample Testing	379.00
57838 The Pineries Bank	Training Expense	214.87
57839 Roberts Irrigation Company Inc	Flange	74.36
57840 Shippy Shoe Store Inc	Boot allowance - Ryan	125.00
57842 Springbrook Holding Company LLC	Civic Pay Transaction Fee	384.67
57843 Strand Associates Inc	Professional Services 2024 Street Improvements	565.84
57845 Waste Mangmt of WI-MN	Sludge hauling	18,323.52
57847 Z&M Enterprise LLC	Replacement part for UV process	3,582.84
57849 Aquachem of America Inc.	Chemicals	4,485.00
57852 Donna's Cleaning Service	Utility Garage Cleaning	25.00
57859 Mastercard	Sampler tubes, DNR certification testing fee, locate flags, UV cleaner, painting supplies, transporter, truck liner	4,622.50
57860 UW Soil Testing Lab	Farm soil testing	24.00
57865 Aramark	Rug Service	184.73
57866 Boerger LLC	Parts	508.16
57867 Clark Dietz	2024 Street Improvement - Professional Services	834.17
57868 Rebecca Danczyk	CDL Renewal	74.00
57869 Hawkins Inc	Chemicals-Azone	691.05
57870 Heartland Business Systems, LLC	Assistance with Microsoft 365 email cut over	175.00
57875 Wolter, Inc.	Fork Lift Diagnosis	169.81
HRA	HRA Admin Fee	30.00
Verizon Charges	Verizon Charges	250.17
WPS Utility Charges	Gas & Electric	42,956.99
Sewer Payroll	Payroll	49,348.57
Payroll Taxes	Payroll Taxes	3,325.89

TOTAL OF EXPENSES LISTED

BALANCE ON HAND MAY 31, 2023

\$ 199,708.58 \$ 199,708.58

\$ 8,419,769.43

Balance on Hand

\$ 8,419,769.43

Plus uncleared checks

\$ 1,549.22

Less checks previously written clearing this month

\$ (46,973.02)

Ending Cash Balance matching Bank Statements

\$ 8,374,345.63

Less Restricted Balance \$ (5,529,320.93)

TOTAL \$ 2,845,024.70

***Additional restricted cash of \$250,000.00 is invested in CDs.

REPORT TO THE JULY 10, 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS
SEWAGE DEPARTMENT

FINANCES:

Bank Balance as of June 1, 2023

Bank Deposits recorded in June 2023

\$	8,374,345.63
\$	335,607.64
\$	8,709,953.27

CHECKS ISSUED IN JUNE 2023:

57876 Bytec Resource Management	Sludge hauling	67,861.38
57877 Central States H & W Fund	Health Insurance Premiums	16,598.51
57878 City Of Stevens Point	Workers Comp Insurance Premium	799.07
57885 Heartland Business Systems, LLC	Monthly Managed Services	217.00
57886 Integrity Fire Protection Inc.	Annual Fire Line Inpsection - Utility Garage	635.00
57888 Lou's Gloves	Exam gloves	1,072.00
57889 MC Tools and Repair LLC	Air adapter for vac truck	393.96
57892 NCL of Wisconsin Inc	Lab supplies	307.08
57895 Waste Mangmt of WI-MN	Sludge hauling	19,318.19
57896 Water Environment Federation	Membership renewal	345.00
57897 WI DNR - Environmental Fees	Annual Lab Certification Fees	19,145.97
57902 Premier Real Estate Mgmt LLC	Refund Check 039431-000, 924 Songbird Ln Unit E15	5.57
57904 Aramark	Rug Service	184.73
57905 Avineon, Inc.	GIS Managed Data Services	3,166.67
57906 Badger Laboratories, Inc.	Lab supplies	186.00
57907 CDW Government	Analog voice gateways, Update phone for Construction Maintenance Superintendent	6,380.91
57908 City Of Stevens Point	Retirement, employee benefits, fuel, Heartland & CDW invoices, concrete work	10,457.12
57909 County Materials Corp	Speedcrete	33.33
57911 Ben Edwards	Boot allowance 2022-2023	232.10
57913 Esch Construction Supply, Inc.	Diamond blade for concrete and asphalt	1,759.80
57914 Fastenal Company	PPE Gloves, hearing protection	36.22
57917 Franks Hardware Co Inc	Supplies	26.97
57920 MacQueen Equipment	Push Camera	14,792.00
57921 NCL of Wisconsin Inc	Lab supplies	169.14
57922 Northern Management LLC	Refund Check 039574-000, 401 Michigan Ave #103A	4.01
57923 Isabella Osborn	Refund Check 037482-000, 3101 Whiting Ave Apt E8	63.71
57924 Mastercard	DPW Week-trinkets, office supplies and uniforms	947.74
57926 Patrick Rothfuss	Refund Check 005266-000, 2031 Division St.	35.75
57928 Solenis LLC	Chemical - Praestol	20,060.36
57929 Jeffrey Stelk	Refund Check 000577-000, 1966 Water St.	378.02
57930 UW Stevens Point	Intern Wages	3,626.41
57932 Werner Electric Supply	Fuses	705.20
57935 Wolter, Inc.	Fork lift repairs, fork lift rental	1,813.14
57937 Wisconsin Division of Energy EAP – UN	Refund Check 010638-000, 1725 Fremont St.	333.92
57938 Baker Tilly Virchow Krause LLP	2022 Audit Charges	764.91
57939 Batteries Plus	Batteries	24.95
57940 CDW Government	Testing 911 calls on analog line	71.67
57941 Clark Dietz	Professional Services - 2024 Street Improvements	1,763.66
57942 Cooper Oil Company Inc	Lubricant, fuel for lawn maintenance equipment, diesel exhaust fluid	3,580.99
57943 Dakota Electric Services Inc	Troubleshoot Main Trip	152.50
57944 Donna's Cleaning Service	Utility Garage - Cleaning Service	25.00
57946 Hach Company	Lab supplies	522.53
57947 Harter's Fox Valley Disposal	Dumpster service	554.06
57949 Lube-Tech & Partners LLC	Chemicals	111.50
57950 MacQueen Equipment	Vac pipe	546.72
57951 NAPA	Exhaust fan belt	52.98
57952 Pace Analytical Services Inc	2nd Qtr Samples	733.00
57953 Springbrook Holding Company LLC	Civic Pay Transaction Fees	382.00
57956 Waste Mangmt of WI-MN	Sludge hauling	14,522.98
57958 Wroblewski Concrete Construction, LLC	2424 Clark St. Concrete Repair	500.00
57963 Aramark	Rug service	180.20
57964 Atlas Copco Compressors LLC	Aeration Blower Grease	169.74
57965 City Of Stevens Point	Workers Comp Insurance Premium	795.75
57966 E&B Scale Services, Inc.	Certify Lab Scale	125.00
57968 Heartland Business Systems, LLC	Monthly Managed IT Services	207.68
57970 NAPA	Exhaust fan belts	65.98

57971 Outlaw and Sons Construction LLC	Siding of Wastewater Office	7,000.00		
57972 Petty Cash	Adam's Mileage, Employee Anniversary	286.17		
57975 Staab Construction Corp	Final Clarifier Repairs	4,400.00		
57976 Strand Associates Inc	Professional Services - 2024 Street Improvements	1,952.50		
57977 Mastercard	Tape, cleaning supplies, sludge hauling supplies, conference expensens	1,523.72		
57978 Vulcan Industries, Inc	Drain pan gasket	88.50		
57979 Waste Mangmt of WI-MN	Sludge hauling	932.47		
57983 Wisconsin Division of Energy EAP – UN	Refund Check 038004-000, 1918 Water St.	330.93		
57984 Airgas USA, LLC	Nitrogen	2,037.45		
57985 American Asphalt Of WI	Asphalt Patching	54.94		
57986 Atlas Copco Compressors LLC	Maint. Blower Bldg. Equipment	1,188.00		
57989 Central States H & W Fund	Health Insurance Premiums	16,598.51		
57990 Davis Christensen	Refund Check 019815-000, 934 Preentice St.	104.20		
57991 Adam Clark	Conference Expense	210.59		
57993 Evoqua Water Technologies LLC	Boiler Replmt	23,197.75		
57995 Grainger	NPW Hoses	953.58		
57996 Hawkins Inc	Chemical - Azone	699.18		
57999 Lube-Tech & Partners LLC	Lubricant Pure Flush	461.70		
58000 NCL of Wisconsin Inc	Lab Supplies	725.57		
58004 Waste Mangmt of WI-MN	Sludge Hauling	9,011.46		
HRA	HRA Admin Fee	30.00		
Verizon Charges	Verizon Charges	250.91		
WPS Utility Charges	Gas & Electric	3,703.75		
Sewer Payroll	Payroll	47,128.01		
Payroll Taxes	Payroll Taxes	3,349.52		
TOTAL OF EXPENSES LISTED		\$ 344,165.19	\$	344,165.19
BALANCE ON HAND JUNE 30, 2023			\$	8,365,788.08
	Balance on Hand		\$	8,365,788.08
	Plus uncleared checks		\$	60,291.82
	Less checks previously written clearing this month		\$	(1,549.22)
	Ending Cash Balance matching Bank Statements		\$	8,424,530.68
			Less Restricted Balance	\$ (5,536,818.69)
			TOTAL	\$ 2,887,711.99

***Additional restricted cash of \$250,000.00 is invested in CDs.

STORM WATER DEPARTMENT

\$ 4,442,782.54

\$ 4,317,258.09

\$ 4.306.015,33

REPORT TO THE JULY 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

STORM WATER DEPARTMENT

FINANCES:

Bank balance as of June 1, 2023

Bank deposits recorded in June 2023

\$	4,306,015.33
\$	107,155.33
\$	4,413,170.66

CHECKS ISSUED JUNE 2023:

57877 Central States H & W Fund	Health Insurance Premiums	9,505.60
57878 City Of Stevens Point	Workers Comp Premiums	441.20
57885 Heartland Business Systems, LLC	Monthly Managed Services	217.00
57886 Integrity Fire Protection Inc.	Annual Fire Line Inspection - Utility Garage	131.00
57887 John Fabick Tractor Co	Parts for Storm back hoe	476.04
57894 Reinders Inc	Turtle Nesting	194.00
57898 Sommer Wright	Salary	107.13
57905 Avineon, Inc.	GIS Managed Data Services	3,166.66
57907 CDW Government	Update phone for Construction Maintenance Superintendent	78.34
57908 City Of Stevens Point	Retirement, employee benefits, fuel, Heartland & CDW invoices, concrete work	9,996.19
57909 County Materials Corp	Speedcrete	33.33
57913 Esch Construction Supply, Inc.	Diamond blade for concrete and asphalt	1,759.80
57914 Fastenal Company	PPE Gloves, hearing protection	36.22
57917 Franks Hardware Co Inc	Supplies	109.78
57924 Mastercard	DPW Week-trinkets, office supplies and uniforms	853.29
57925 Federico Rodriguez Jr.	Refund Check 002455-001, 1016 Park St.	12.19
57926 Patrick Rothfuss	Refund Check 005266-000, 2031 Division St.	18.24
57929 Jeffrey Stelk	Refund Check 000577-000, 1966 Water St.	118.21
57931 Volm Companies	Landscape fabric & supplies	1,068.00
57934 Wimpe Sand & Gravel, Inc.	Stone	855.25
57935 Wolter, Inc.	Fork lift repairs & fork lift rental	1,813.13
57937 Wisconsin Division of Energy EAP – UN	Refund Check 010638-000, 1725 Fremont St.	48.49
57938 Baker Tilly Virchow Krause LLP	2022 Audit Charges	763.83
57939 Batteries Plus	Batteries	24.95
57940 CDW Government	Testing 911 calls on analog line	71.66
57941 Clark Dietz	Professional Services - 2024 Street Improvements	1,763.67
57942 Cooper Oil Company Inc	Diesel Exhaust Fluid	65.10
57944 Donna's Cleaning Service	Utility Garage - Cleaning Service	25.00
57948 John Fabick Tractor Co	Parts for Storm back hoe	380.04
57953 Springbrook Holding Company LLC	Civic Pay Transaction Fees	382.00
57959 Sommer Wright	Salary	463.06
57965 City Of Stevens Point	Workers Comp Insurance Premium	495.32
57968 Heartland Business Systems, LLC	Monthly Managed IT Services	207.68
57972 Petty Cash	Employee Anniversary/refund work permit charge	25.00
57976 Strand Associates Inc	Professional Services - 2024 Street Improvements	1,952.50
57981 Zblewski Bros	Tree removal charge - due to Spruce St. boring	279.00
57982 Transit Department	Work completed for Utilities	410.85
57983 Wisconsin Division of Energy EAP – UN	Refund Check 038004-000, 1918 Water St.	61.75
57985 American Asphalt Of WI	Asphalt Patching	109.88
57987 Badgerland Concrete Products	Concrete	515.00
57989 Central States H & W Fund	Health Insurance Premiums	9,505.60
Verizon	Ipad & cell phone charges	430.53
Payroll	Payroll	19,439.70
IRS	Payroll Taxes	1,846.78
WPS	Monthly Utility Charges	980.01
TOTAL OF EXPENSES LISTED		\$ 71,238.00
BALANCE ON HAND JUNE 30, 2023		\$ 4,341,932.66

Balance on Hand		\$ 4,341,932.66
Plus checks written after the end of this month		

Plus uncleared checks	\$ 10,271.15
Less checks previously written clearing this month	\$ (1,008.24)
Ending Cash Balance matching Bank Statements	\$ 4,351,195.57

REPORT TO THE JUNE 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

FIBER (COMMUNITY AREA NETWORK)

FINANCES:

Bank balance as of May 1, 2023

\$ 401,884.42

Bank deposits recorded in May 2023

\$ 23,087.50

\$ 424,971.92

CHECKS ISSUED MAY 2023:

57859 Mastercard
Payroll

Locate Flags
May-23

132.87

1,850.17

TOTAL OF EXPENSES LISTED

\$ 1,983.04 \$ 1,983.04

BALANCE ON HAND MAY 31, 2023

\$ 422,988.88

Balance on Hand

\$ 422,988.88

Plus checks written after the end of this month

Plus uncleared checks

Less checks previously written clearing this month

\$ (48.12)

Ending Cash Balance matching Bank Statements

\$ 422,940.76

REPORT TO THE JULY 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

FIBER (COMMUNITY AREA NETWORK)

FINANCES:

Bank balance as of June 1, 2023

\$ 422,940.76

Bank deposits recorded in June 2023

\$ 1.96

\$ 422,942.72

CHECKS ISSUED JUNE 2023:

57912 Elexco

NCTC Fiber Connection

36,667.00

TOTAL OF EXPENSES LISTED

\$ 36,667.00 \$ 36,667.00

BALANCE ON HAND JUNE 30, 2023

\$ 386,275.72

Balance on Hand

\$ 386,275.72

Plus checks written after the end of this month

Plus uncleared checks

Less checks previously written clearing this month

Ending Cash Balance matching Bank Statements

\$ 386,275.72

Stevens Point Utilities

Audit Results - December 31, 2022

Audit process summary

- > Auditor responsibilities include:
 - > Understanding processes, transactions and balances
 - > Identify key risks and design audit procedures
 - > Complete audit testing to obtain evidence to issue audit opinion
- > Managements' responsibilities include:
 - > Establish and maintain controls over financial reporting
 - > Provide all data for financial statements, including disclosures
 - > Provide us with written representations, Appendix B in the Reporting & Insights
- > Audit approach
 - > Focus on key transaction cycles, areas with significant estimates or any changes
 - > Areas include: cash & investments, revenues & receivables, disbursements, payroll, pensions & OPEBs, long-term debt, capital assets, net position, financial reporting and disclosures
- > Result: Financial statements received an unmodified opinion

Internal control matters

- > Auditor assists with preparation of year end adjustments and financial statements - reported as a material weakness

Required communications

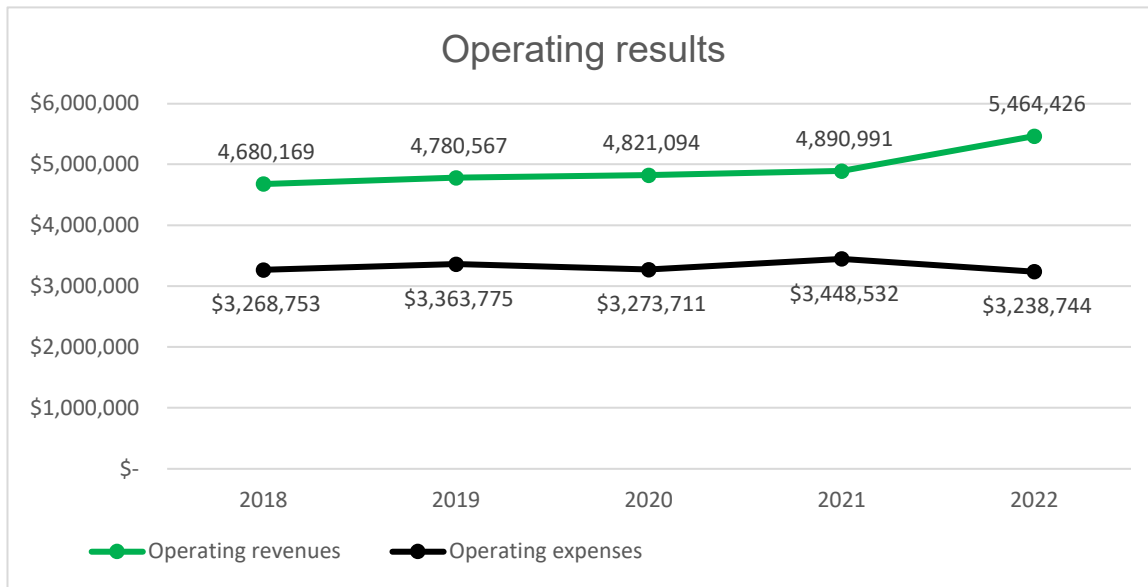
- > New accountings standards for GASB 87 - *Leases*
- > Accounting policies - no concerns
- > Accounting estimates - no concerns
- > No difficulties, audit findings or issues
- > No disagreements, unusual transactions or consultations
- > We did identify adjustments during the audit; included in the Reporting & Insights
- > No non-compliance, fraud or going concern noted



Stevens Point Utilities - Water

Audit Results - December 31, 2022

	Current Year	Prior Year
Actual Rate of Return	5.22%	2.95%
Authorized Rate of Return	4.90%	3.50%



Unrestricted Reserves

	2018	2019	2020	2021	2022
Year end balance	\$ 1,311,737	\$ 2,293,321	\$ 2,933,457	\$ 1,996,077	\$ 2,779,975
Months on hand	3.36	5.76	7.30	4.90	6.10

Debt Coverage

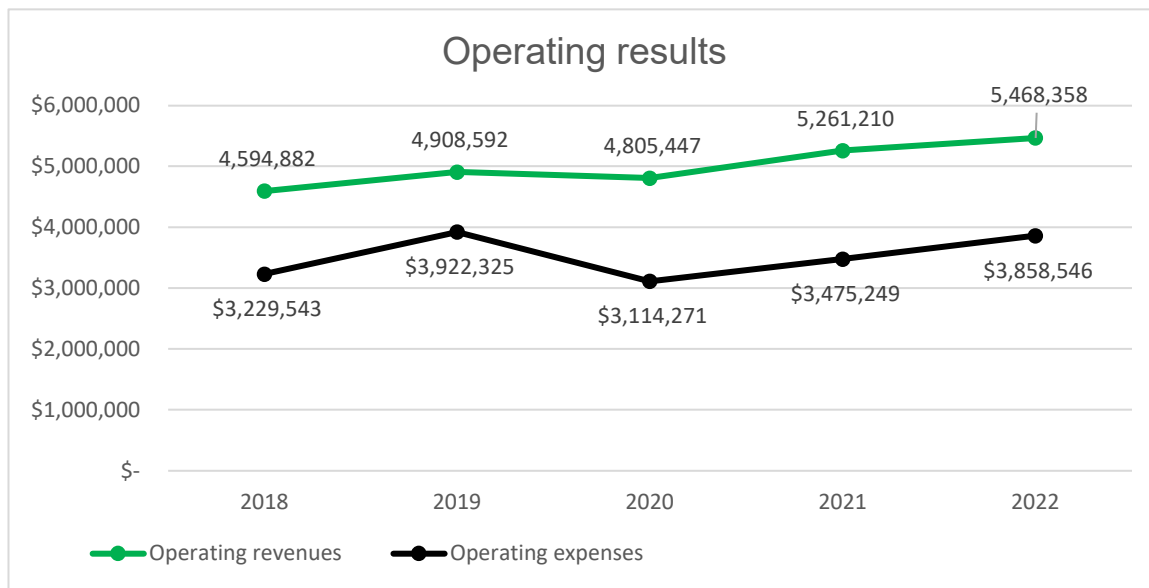
	2018	2019	2020	2021	2022
Actual	3.76	3.85	4.02	3.96	3.54
Required	1.10	1.10	1.10	1.10	1.10

Investment in Capital



Stevens Point Utilities - Sewer

Audit Results - December 31, 2022



Unrestricted Reserves

	2018	2019	2020	2021	2022
Year end balance	\$ 2,134,109	\$ 1,822,986	\$ 828,357	\$ 1,935,376	\$ 1,061,647
Months on hand	5.57	4.46	2.07	4.41	2.33

Debt Coverage

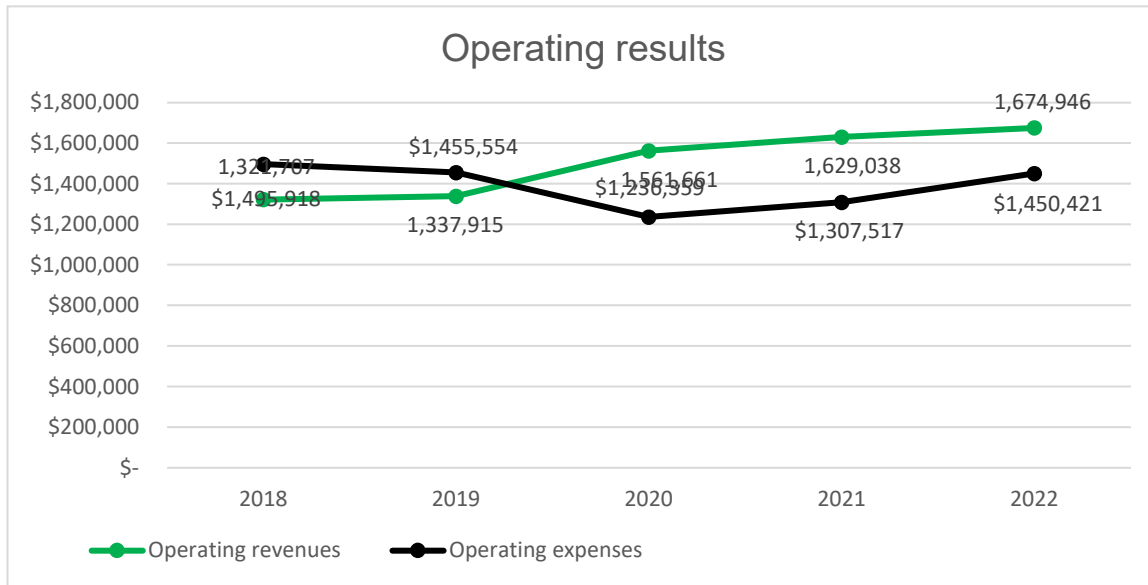
	2018	2019	2020	2021	2022
Actual	3.37	1.16	1.64	1.79	1.70
Required	1.25	1.25	1.25	1.25	1.25

Investment in Capital



Stevens Point Utilities - Stormwater

Audit Results - December 31, 2022



Unrestricted Reserves

	2018	2019	2020	2021	2022
Year end balance	\$ 1,265,291	\$ 394,525	\$ 435,329	\$ 704,747	\$ 1,350,321
Months on hand	11.49	3.54	3.35	5.19	9.67

Debt Coverage

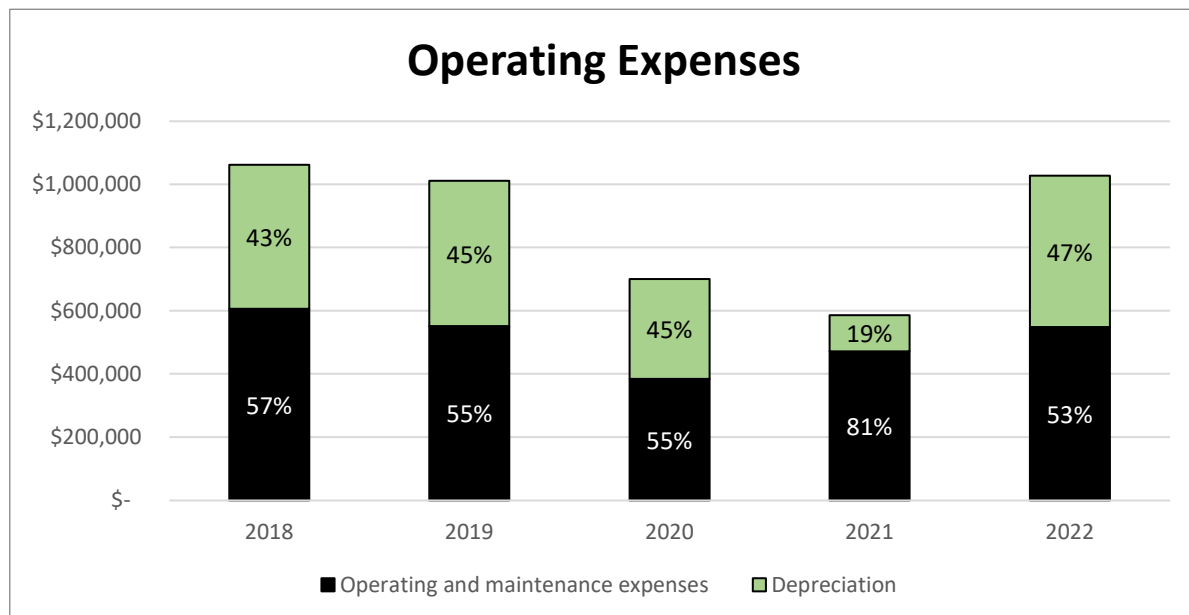
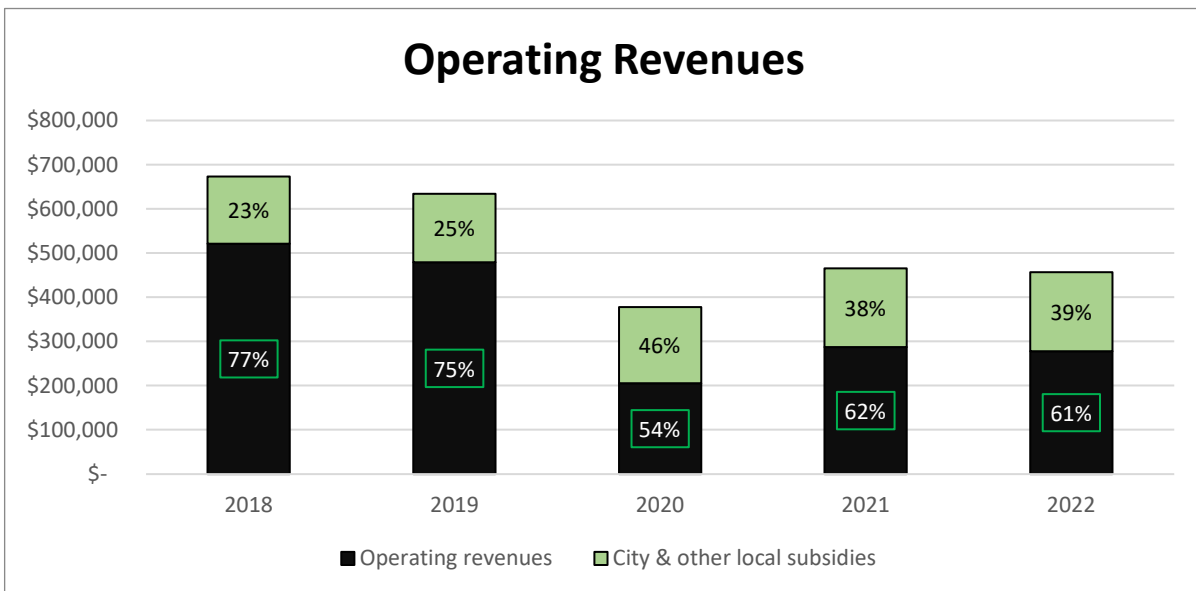
	2018	2019	2020	2021	2022
Actual	-	2.11	4.97	2.24	1.12
Required	-	1.10	1.10	1.10	1.10

Investment in Capital



City of Stevens Point - Airport

Audit Results - December 31, 2022



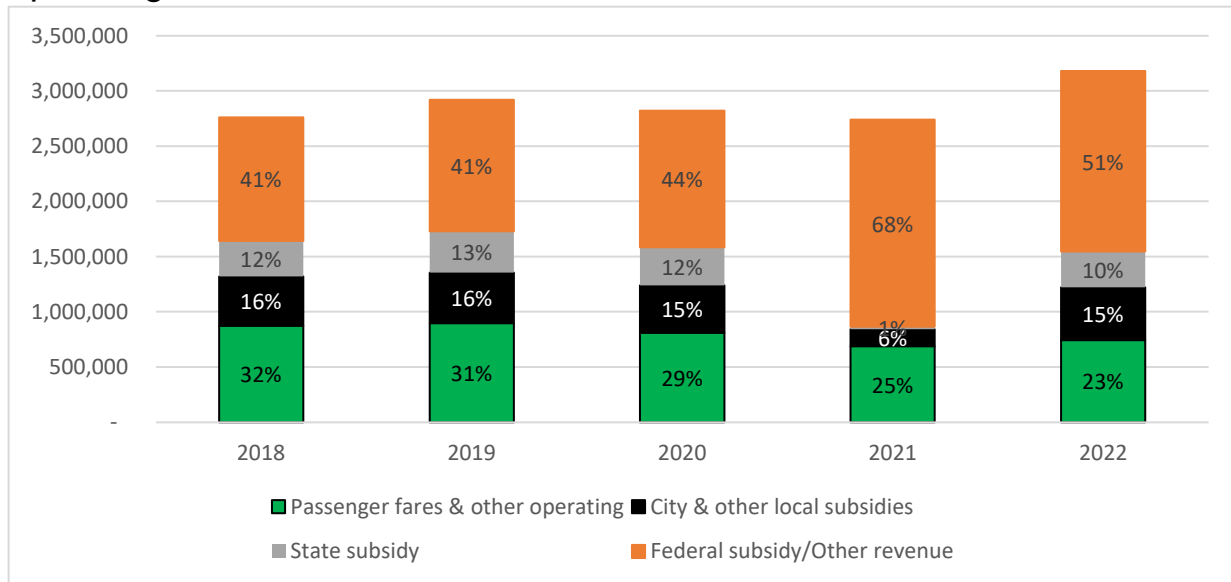
Unrestricted Reserves

		2018	2019	2020	2021	2022
Year end balance	\$	290,728	\$ 385,452	\$ 371,382	\$ 364,093	\$ 269,575
Months on hand		5.76	8.40	11.62	9.26	5.90

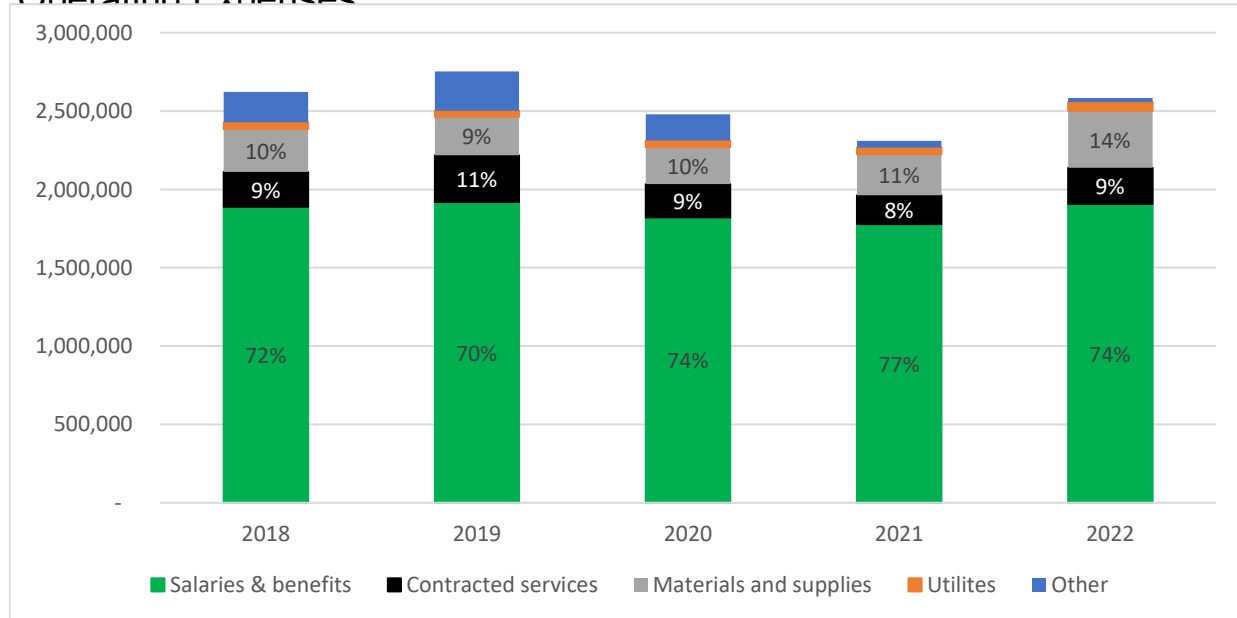
City of Stevens Point - Transit

Audit Results - December 31, 2022

Operating Revenues



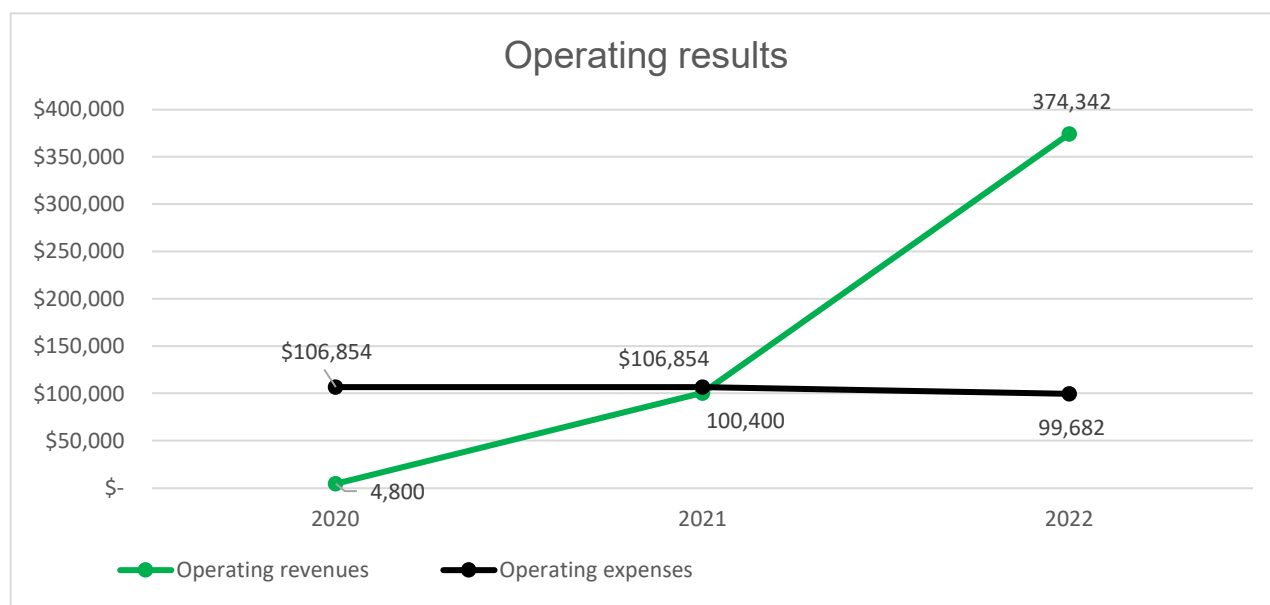
Operating Expenses



	Revenues	Expenses	Excess/ (Deficiency)
Current Year	\$ 3,181,081	\$ 2,583,358	\$ 597,723
Prior Year	\$ 2,740,434	\$ 2,310,223	\$ 430,211

Stevens Point Utilites - Fiber

Audit Results - December 31, 2022



Unrestricted Reserves

		<u>2020</u>		<u>2021</u>		<u>2022</u>
Year end balance	\$	70,230	\$	269,008	\$	381,519
Months on hand		175.58		32.15		12.23

Investment in Capital

Equity, 100%



July 5, 2023

MEMO

RE: Addition of a position to the Department – Inspection Technician

Water and Sewerage Commissioners:

Prior to 2008 our one full-time inspector was responsible for inspecting watermain that was constructed or reconstructed every year. These reconstructs were, by far, smaller in scope than the reconstruction projects we are doing today. In addition, we have taken over the responsibility of the sewer collection system, the stormwater collection system, and the community area network (fiber optic system) since that time. With the inspection responsibility of four sets of infrastructure rather than one combined with our reconstruction projects being two or three times larger, it is safe to say that there is between six and nine times the amount of inspection now versus then. In addition to the construction inspection listed above, the Department also completes more than 400 site inspections every year pertaining to private-site stormwater management compliance. We last added an Inspection Technician position in 2020.

With this in mind, we believe it is time to hire a third inspector to assist in this work. The City has adopted a reconstruction schedule that is far more aggressive than in past years, which indicates the need will continue for years to come. There are many more duties outside of construction inspection that are assigned to the position(s) of Inspection Technician that make us comfortable with keeping the staff that hold those positions productive during the winter months as well. I'd be happy to discuss more of those details with you, if desired.

The position in question will start at step 2 of grade L on the City pay plan. That amount in 2023 will be \$57,262 not including benefits. The wage of this position would be shared between the three utilities based on hours worked – just as our current Inspection Technicians' wages are.

We respectfully request permission to hire an additional Inspection Technician in grade L of the City pay plan.

Thank you for your consideration,

A handwritten signature in black ink that reads "Joel Lemke". The signature is written in a cursive, flowing style.

Joel Lemke
Director

STEVENS POINT, WISCONSIN WATERWORKS REPORT

FOR MAY 2023

CURRENT YEAR VS. PREVIOUS YEAR

	2022	2023	INCREASE	DECREASE	RECORD HIGH	DATE	
Total pumpage, gallons	211,721,000	208,084,000		3,637,000	269,361,000	May-98	
Daily pumping average, in gallons	6,829,710	6,712,390		117,320			
Peak pumpage, gallons, (date)	7,678,000 (10TH)	9,126,000 (31ST)	1,448,000		12,475,000	5/27/1998	
Low pumpage, gallons, (date)	5,387,000 (1ST)	4,311,000 (1ST)		1,076,000	2,030,000	05/31/70	
Power bill	\$20,384.76	\$23,472.57	\$3,087.81		\$23,472.57	May 2023	New Record High
K.W.H's used	234,935	242,368	7,433		3,510,000	5/11/1996	◀Record low since 1995 when the utility started providing water to Stora Enso.
Gallons pumped per K.W.H.	901	859		42			

STEVENS POINT, WISCONSIN WATERWORKS REPORT

FOR JUNE 2023

CURRENT YEAR VS. PREVIOUS YEAR

	2022	2023	INCREASE	DECREASE	RECORD HIGH	DATE
Total pumpage, gallons	238,070,000	284,930,000	46,860,000		304,550,000	Jun-88
Daily pumping average, in gallons	7,935,670	9,474,050	1,538,380			
Peak pumpage, gallons, (date)	9,462,000 (27TH)	10,748,000 (23RD)	1,286,000		12,930,000	6/23/1988
Low pumpage, gallons, (date)	6,826,000 (5TH)	7,989,000 (13TH)	1,163,000		2,570,000	06/02/70
Power bill	\$21,648.78	\$29,781.00			\$29,781.00	Jun-23
K.W.H's used	215,105	288,537			4,002,000	6/23/2017
Gallons pumped per K.W.H.	1,047	987				◀Record low since 1995 when the utility started providing water to Stora Enso.

**STEVENS POINT WATER DEPARTMENT
WELL 11 PUMPAGE HISTORY**

(Pumpage x 1,000)

MONTH	2023	2022	2021	2020	2019	2018	2017
JANUARY	88,937	88,942	83,106	82,287	82,112	88,989	89,079
FEBRUARY	79,725	80,355	80,293	83,129	80,253	80,441	80,474
MARCH	81,120	88,834	88,768	88,771	88,609	76,469	88,652
APRIL	84,933	84,742	86,110	86,022	84,640	86,223	76,187
MAY	88,563	88,861	88,978	88,891	88,880	88,968	66,836
JUNE	93,567	85,473	86,219	86,029	85,990	86,098	74,224
JULY		89,341	89,195	86,944	88,225	88,869	88,996
AUGUST		89,417	88,490	88,902	88,811	88,978	88,973
SEPTEMBER		86,525	86,109	86,044	85,974	86,010	86,157
OCTOBER		89,828	86,373	88,916	88,841	87,366	89,120
NOVEMBER		86,211	86,217	82,881	85,244	85,751	86,441
DECEMBER		89,035	89,444	88,909	88,890	87,468	72,909
Grand Total/Yr	516,845	1,047,564.00	1,039,302	1,037,725	1,036,469	1,031,630	988,048

STEVENS POINT WATER DEPARTMENT CONSUMPTION HISTORY

(Pumpage x 1,000)

MONTH	2023	2022	2021	2020	2019	2018	2017	2016	2015	2014
JANUARY	178,957	188,381	138,644	150,622	142,263	147,206	140,438	131,056	135,295	140,095
FEBRUARY	173,997	173,503	135,391	131,127	135,573	132,869	123,311	124,330	132,142	134,021
MARCH	169,879	195,466	150,690	138,327	154,358	148,770	139,881	131,189	146,717	147,561
APRIL	167,050	171,871	146,563	127,470	135,713	133,238	142,367	135,484	145,731	154,752
MAY	208,084	211,721	174,529	149,292	154,346	168,410	141,687	175,174	173,606	151,986
JUNE	284,930	238,070	225,268	181,763	181,220	187,095	175,722	187,693	167,417	182,687
JULY		261,545	214,800	199,876	199,645	240,487	202,817	185,672	187,544	215,463
AUGUST		251,597	206,429	231,447	210,777	225,280	179,208	167,623	208,123	188,933
SEPTEMBER		227,586	181,626	174,925	169,779	181,556	157,626	151,238	175,833	160,492
OCTOBER		206,986	188,859	170,759	143,805	148,186	151,878	143,498	165,156	145,722
NOVEMBER		191,454	169,636	151,193	135,482	133,317	137,452	126,023	119,924	135,922
DECEMBER		194,570	186,582	139,795	146,329	143,324	133,796	141,554	126,294	138,224
Grand Total/Yr	1,182,897	2,512,750	2,119,017	1,946,596	1,909,290	1,989,738	1,826,183	1,800,534	1,883,782	1,895,858

Final Effluent Discharge Data

May 2023

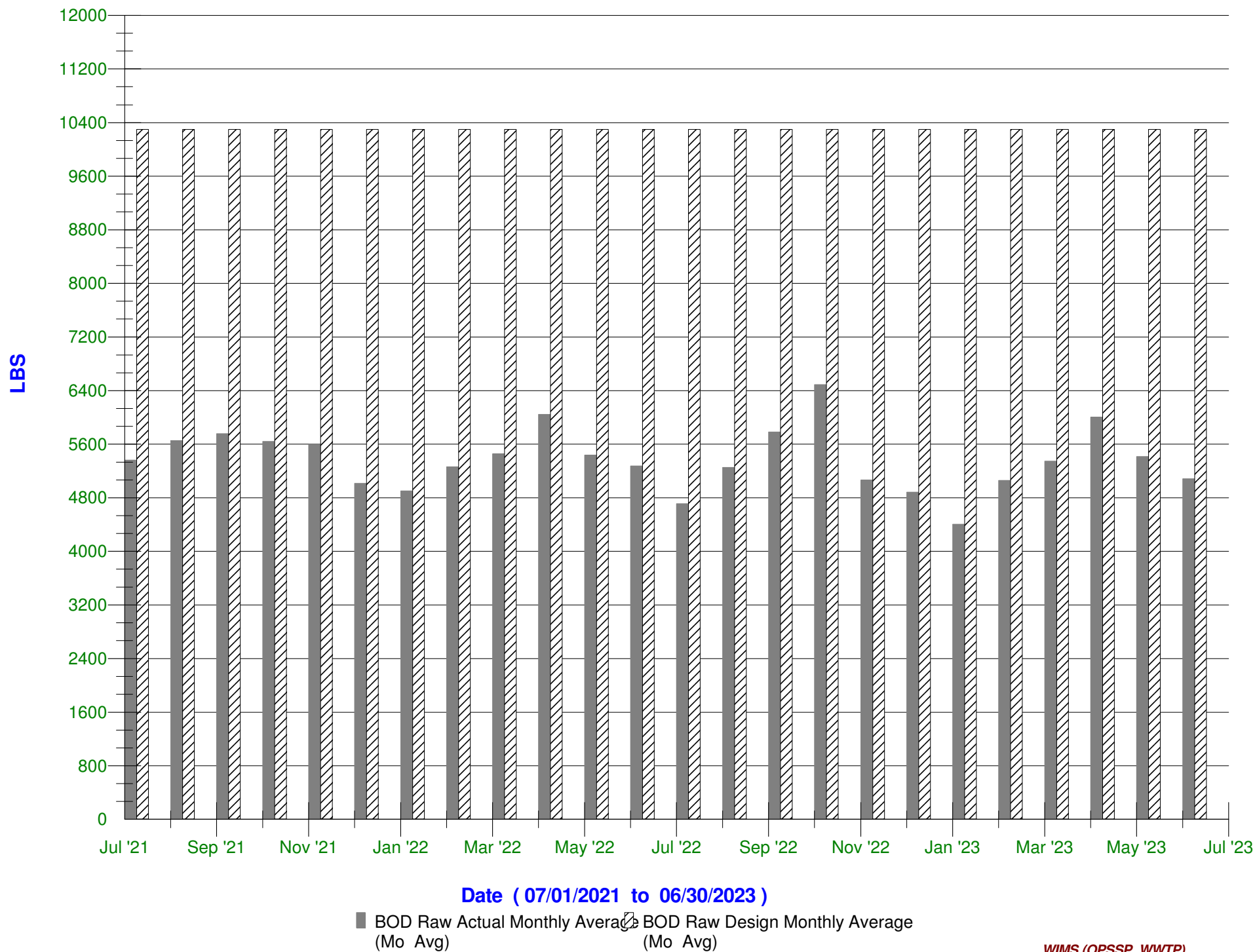
		Sewage Flow		BOD					S.S.					Phosphorus				Fecal	Effluent
		Raw	Final	Raw	Final	%	Raw	Final	Raw	Final	%	Raw	Final	Raw	Final	Raw	Final	Coliform	Ammonia
Date	Precip INCHES	MGD	MGD	MG/L	CBOD MG/L	Reduct.	Pounds BOD/Day	Pounds CBOD/Day	(ppm)	(ppm)	Reduct.	Pounds SS/Day	Pounds SS/Day	(ppm)	(ppm)	P/Day	P/Day	Final #/100 ml	mg/L
05/01/2023	0.24	2.763	2.877	271	2.99	99	6,245	72	352	4.76	99	8,111.28	114	4.600	0.370	106	9	54	29
05/02/2023	0.00	2.738	2.869	289	2.99	99	6,599	72	312	4.63	99	7,124.50	111	4.900	0.360	112	9		26
05/03/2023	0.00	2.734	2.814	289	2.84	99	6,590	67	272	3.13	99	6,202.02	73	4.880	0.350	111	8		27
05/04/2023	0.00	2.655	2.773	244	3.43	99	5,403	79	272	3.58	99	6,022.81	83						
05/05/2023	0.01	2.587	2.728	278	2.85	99	5,998	65	276	3.35	99	5,954.86	76						
05/06/2023	0.23	2.543	2.701	240	3.00	99	5,090	68	256	3.91	98	5,429.41	88						
05/07/2023	0.77	2.845	2.980	216	2.94	99	5,125	73	256	3.10	99	6,074.19	77						
05/08/2023	0.00	2.988	3.209	233	2.77	99	5,806	74	316	3.80	99	7,874.69	102	2.690	0.280	67	7	114	27
05/09/2023	0.47	2.924	3.140	227	3.55	98	5,536	93	332	4.12	99	8,096.21	108	3.580	0.290	87	8		31
05/10/2023	0.00	2.882	3.057	227	2.44	99	5,456	62	312	3.40	99	7,499.19	87	4.400	0.250	106	6		31
05/11/2023	0.00	2.792	2.972	253	3.69	99	5,891	91	372	8.80	98	8,662.12	218						
05/12/2023	0.00	2.675	2.906	223	2.62	99	4,975	63	248	2.80	99	5,532.76	68						
05/13/2023	0.08	2.497	2.707	206	2.50	99	4,290	56	212	2.65	99	4,414.90	60						
05/14/2023	0.01	2.492	2.702	217	3.30	98	4,510	74	188	2.27	99	3,907.26	51						
05/15/2023	0.00	2.626	2.842	286	4.05	99	6,264	96	264	7.63	97	5,781.82	181	4.040	0.370	88	9	37	26
05/16/2023	0.00	2.611	2.858	227	2.69	99	4,943	64	452	3.01	99	9,842.63	72	4.600	0.330	100	8		27
05/17/2023	0.00	2.541	2.800	293	2.89	99	6,209	67	428	2.58	99	9,070.15	60	4.960	0.380	105	9		30
05/18/2023	0.00	2.533	2.805	301	2.96	99	6,359	69	268	3.31	99	5,661.56	77						
05/19/2023	0.24	2.495	2.782	276	2.66	99	5,743	62	220	2.78	99	4,577.83	65						
05/20/2023	0.00	2.289	2.540	228	3.26	99	4,353	69	212	2.40	99	4,047.14	51						
05/21/2023	0.00	2.300	2.578	242	2.58	99	4,642	55	268	3.90	99	5,140.78	84						
05/22/2023	0.00	2.409	2.697	308	3.04	99	6,188	68	376	3.17	99	7,554.24	71	4.710	0.370	95	8	5	27
05/23/2023	0.00	2.384	2.665	296	3.30	99	5,885	73	360	4.60	99	7,157.72	102	5.090	0.350	101	8		22
05/24/2023	0.00	2.358	2.655	290	3.42	99	5,703	76	304	3.33	99	5,978.38	74	5.350	0.360	105	8		23
05/25/2023	0.00	2.383	2.690	263	3.70	99	5,227	83	344	3.96	99	6,836.73	89						
05/26/2023	0.00	2.320	2.608	222	2.67	99	4,295	58	260	2.80	99	5,030.69	61						
05/27/2023	0.00	2.086	2.377	226	3.11	99	3,932	62	212	2.20	99	3,688.21	44						
05/28/2023	0.00	2.031	2.288	236	2.41	99	3,997	46	236	3.58	98	3,997.50	68						
05/29/2023	0.00	2.134	2.377	297	3.09	99	5,286	61	368	3.49	99	6,549.50	69						
05/30/2023	0.00	2.300	2.945	269	4.24	98	5,160	104	392	4.57	99	7,519.34	112						
05/31/2023	0.00	2.285	2.621	324	3.49	99	6,174	76	360	3.49	99	6,860.48	76						
Total	2.05	78.200	85.563	7,997	95	3,063	167,875	2,201	9,300	115.10	3,061	196,200.90	2,672	53.800	4.060	1,184.060	96.750	210.000	323.700
Average	0.07	2.523	2.760	258	3	99	5,415	71	300	3.71	99	6,329.06	86	4.483	0.338	98.583	8.083	52.500	27.167
Maximum	0.77	2.99	3.21	324.00	4.24	99.04	6,599.29	104.14	452.00	8.80	99.40	9,842.63	218.12	5.35	0.38	111.89	8.88	114.00	30.80
Minimum	0.00	2.03	2.29	206.00	2.41	98.42	3,931.78	45.99	188.00	2.20	97.11	3,688.21	43.61	2.69	0.25	67.03	6.37	5.00	21.60

Final Effluent Discharge Data

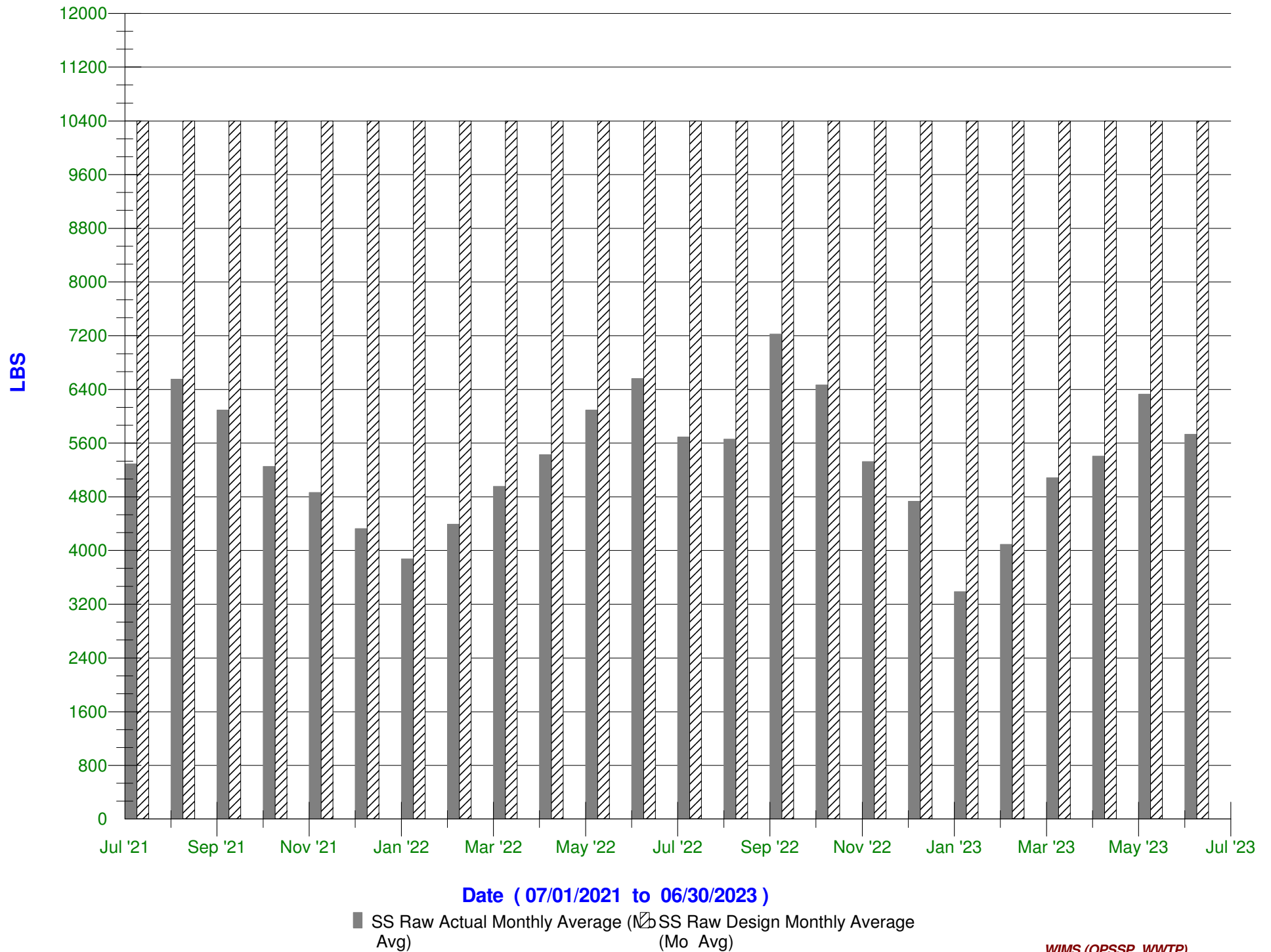
June 2023

Date	Precip INCHES	Sewage Flow		BOD					S.S.					Phosphorus				Fecal Coliform	Effluent Ammonia
		Raw	Final	Raw	Final	%	Raw	Final	Raw	Final	%	Raw	Final	Raw	Final	Raw	Final	Final #/100 ml	mg/L
		MGD	MGD	MG/L	CBOD MG/L	Reduct.	Pounds BOD/Day	Pounds CBOD/Day	(ppm)	(ppm)	Reduct.	Pounds SS/Day	Pounds SS/Day	(ppm)	(ppm)	P/Day	P/Day		
06/01/2023	0.00	2.265	2.514	260	3.35	99	4,911	70	284	6.45	98	5,364.79	135						
06/02/2023	0.00	2.234	2.473	294	3.19	99	5,478	66	332	4.04	99	6,185.68	83	4.800	0.550	89	11		17
06/03/2023	0.00	2.026	2.226	251	3.01	99	4,241	56	360	2.91	99	6,082.86	54	4.480	0.310	76	6		9
06/04/2023	0.00	2.055	2.285	205	2.15	99	3,513	41	484	3.09	99	8,295.13	59						
06/05/2023	0.00	2.208	2.429	326	3.95	99	6,003	80	344	3.50	99	6,334.66	71	5.070	0.280	93	6	24	10
06/06/2023	0.01	2.209	2.404	268	3.57	99	4,937	72	276	2.89	99	5,084.76	58						
06/07/2023	0.00	2.148	2.376	332	3.46	99	5,948	69	380	4.40	99	6,807.44	87						
06/08/2023	0.00	2.131	2.411	294	3.90	99	5,225	78	308	4.80	98	5,473.94	97	5.110	0.370	91	7		15
06/09/2023	0.00	2.079	2.356	302	4.19	99	5,236	82	444	3.70	99	7,698.45	73						
06/10/2023	0.00	1.911	2.152	182	2.83	98	2,901	51	340	2.90	99	5,418.83	52	3.800	0.310	61	6		11
06/11/2023	0.35	1.975	2.247	239			3,937		192	2.78	99	3,162.53	52	4.480	0.310	74	6		13
06/12/2023	0.00	2.124	1.881	281	4.28	98	4,978	67	292	5.63	98	5,172.53	88					22	
06/13/2023	0.09	2.145	2.356	340	3.99	99	6,082	78	324	3.57	99	5,796.13	70						
06/14/2023	0.21	2.123	2.258	315	3.79	99	5,577	71	248	5.06	98	4,391.04	95						
06/15/2023	0.00	2.120	2.211	378	4.09	99	6,683	75	264	2.86	99	4,667.73	53	5.490	0.430	97	8		28
06/16/2023	0.00	2.073	2.053	343			5,930		280	2.83	99	4,840.87	48	5.430	0.370	94	6		27
06/17/2023	0.00	1.918	1.873	273	2.53	99	4,367	40	188	2.40	99	3,007.27	37						
06/18/2023	0.00	1.944	1.949	243	1.98	99	3,940	32	208	2.94	99	3,372.30	48	4.010	0.410	65	7		22
06/19/2023	0.00	2.115	2.153	314	3.20	99	5,539	57	312	3.76	99	5,503.40	68					292	
06/20/2023	0.00	2.082	2.091	325	3.14	99	5,643	55	964	3.20	100	16,738.78	56						
06/21/2023	0.00	2.107	2.089	360	3.53	99	6,326	62	296	4.51	98	5,201.42	79						
06/22/2023	0.00	2.104	2.115	329	3.09	99	5,773	55	324	3.60	99	5,685.34	64						
06/23/2023	0.00	2.167	2.141	264	2.26	99	4,771	40	264	3.53	99	4,771.21	63						
06/24/2023	0.00	1.894	1.914	257	2.22	99	4,052	35	200	2.97	99	3,159.19	47	4.020	0.330	63	5		20
06/25/2023	0.08	2.046	2.093	242	2.16	99	4,134	38	244	2.52	99	4,163.53	44	4.050	0.290	69	5		15
06/26/2023	0.73	2.144	2.230	338	3.50	99	6,048	65	368	4.64	99	6,580.19	86	4.960	0.320	89	6	91	14
06/27/2023	0.00	2.084	2.162	293	3.15		5,084		320	3.29	99	5,561.78							
06/28/2023	0.00	2.060	2.170	325	3.15		5,579		496	3.48	99	8,521.48							
06/29/2023	0.00	2.046	2.129								100								
06/30/2023	0.00	2.058	2.108								100								
											100								
Total	1.47	62.595	65.849	8,172	84	2,373	142,837	1,435	9,336	102.25	3,066	163,043.30	1,767	55.700	4.280	960.922	78.794	429.000	197.730
Average	0.05	2.087	2.195	292	3	99	5,101	60	333	3.65	99	5,822.97	68	4.642	0.357	80.083	6.583	107.250	16.750
Maximum	0.73	2.27	2.51	378.00	4.28	99.19	6,683.34	82.33	964.00	6.45	100.00	16,738.78	135.24	5.49	0.55	97.07	11.34	292.00	27.50
Minimum	0.00	1.89	1.87	182.00	1.98	98.45	2,900.67	32.18	188.00	2.40	97.73	3,007.27	37.49	3.80	0.28	60.56	5.06	22.00	8.57

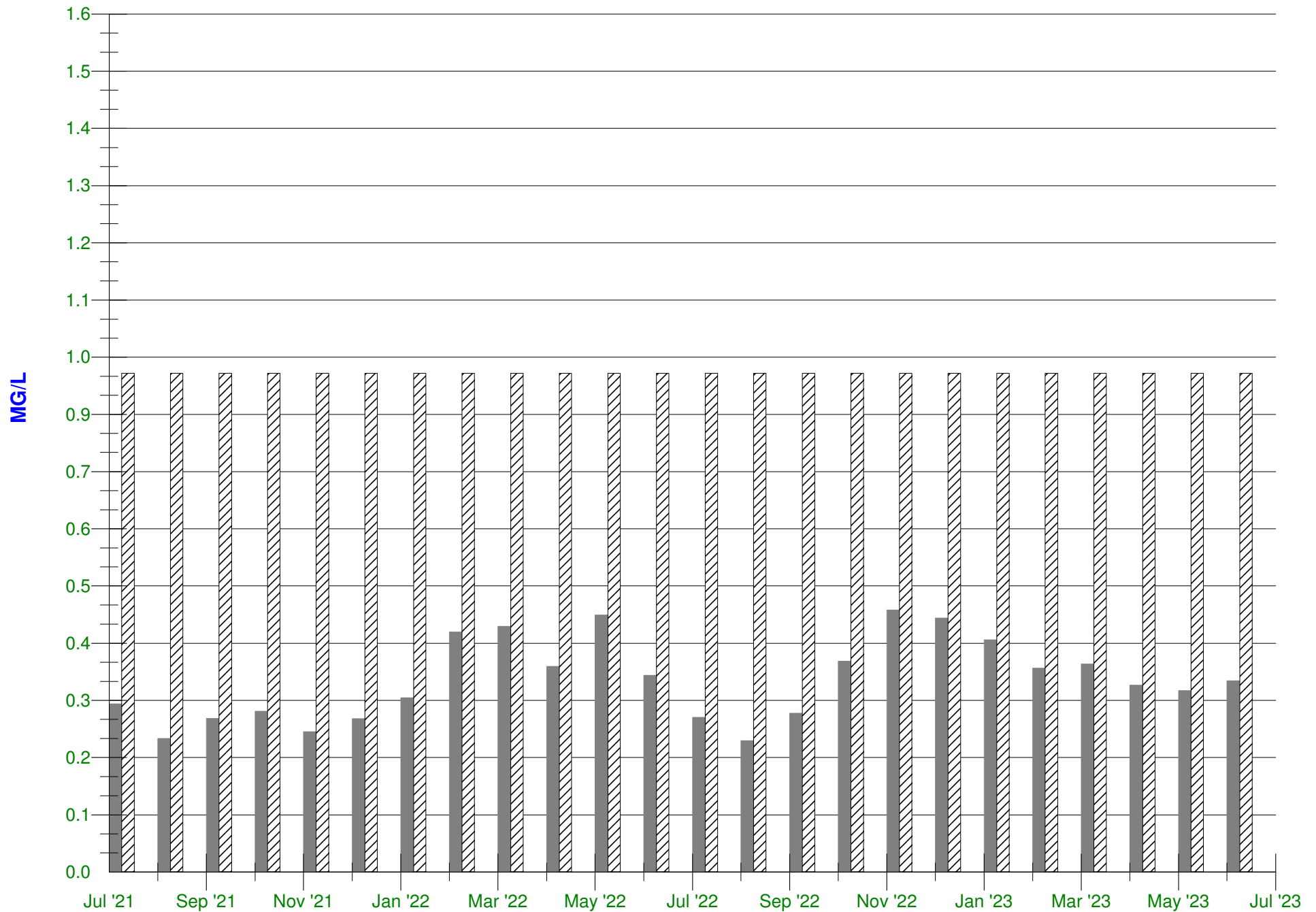
BOD Raw 2 Year History



SS Raw 2 Year History



Phosphorus mg/l 2 Year History



Date (07/01/2021 to 06/30/2023)

■ Effluent Phosphorous Total (Mo Avg) ■ Phosphorus Final Limit (Mo Avg)

Sewage Plant Monthly Average

	Temperature		Precip.	Sewage Flow		Phosphorus				BOD					Suspended Solids						Per Day	Gas
Month	Max	Min	INCHES	Influent	Effluent	Raw Influent		Final Effluent		Raw Influent		Final CBOD Eff.		Reduction	Raw Influent		Final Effluent		Reduction	Power kW	LBS BOD Removed	Production Per Day CUFT
	°F	°F		MGD	MGD	MG/L	LBS	MG/L	LBS	MG/L	LBS	MG/L	LBS	%	MG/L	LBS	MG/L	LBS	%			
Jul 2022	81	59	3.63	2.089	2.460	4.991	85	0.288	6	268	4,670	4.36	89.40	98	324	5,645	4.57	93.85	99	4,955	4,580	
Aug 2022	78	59	6.51	2.168	2.476	5.495	98	0.245	5	291	5,258	5.49	113.45	98	312	5,648	4.37	90.20	99	4,335	5,145	
Sep 2022	71	50	3.58	2.262	2.606	5.951	110	0.296	6	306	5,764	4.08	88.74	99	382	7,203	3.66	79.49	99	4,707	5,676	
Oct 2022	59	36	1.38	2.098	2.356	6.594	113	0.393	8	368	6,439	3.76	73.89	99	368	6,433	3.56	69.97	99	3,987	6,365	
Nov 2022	46	21	2.92	2.129	2.428	5.290	93	0.488	10	284	5,041	3.54	71.60	99	297	5,264	3.99	80.89	99	4,433	4,969	
Dec 2022	25	13	1.85	2.027	2.248	5.591	96	0.473	9	287	4,852	3.56	66.72	99	278	4,703	3.83	71.75	99	4,667	4,785	
Jan 2023	28	19	1.35	2.045	2.440	5.414	93	0.433	9	257	4,389	3.45	70.30	99	198	3,385	4.61	93.78	98		4,319	
Feb 2023	31	11	1.95	2.130	2.164	5.077	89	0.380	7	284	5,048	4.71	85.01	98	230	4,092	5.19	93.59	98	6,236	4,963	
Mar 2023	38	20	2.54	2.312	2.583	4.831	90	0.388	8	278	5,355	4.41	94.98	98	262	5,045	5.12	110.21	98	7,161	5,260	
Apr 2023	54	34	4.90	3.030	3.212	3.529	89	0.348	9	239	6,046	5.36	143.54	98	217	5,488	6.57	176.06	97	5,800	5,903	
May 2023	68	45	2.05	2.523	2.760	4.483	99	0.338	8	258	5,427	3.08	70.89	99	300	6,311	3.71	85.47	99	5,839	5,356	
Jun 2023	80	55	1.47	2.087	2.195	4.642	80	0.357	7	292	5,079	3.22	58.90	99	333	5,802	3.65	66.85	99	5,533	5,020	
Minimum	25	11	1.35	2.027	2.164	3.529	80	0.245	5	239	4,389	3.08	58.90	98	198	3,385	3.56	66.85	97	3,987	4,319	
Maximum	81	59	6.51	3.030	3.212	6.594	113	0.488	10	368	6,439	5.49	143.54	99	382	7,203	6.57	176.06	99	7,161	6,365	
Total	659	422	34.13	26.898	29.928	61.888	1,135	4.427	91	3,412	63,368	49.02	1,027.43	1,182	3,502	65,020	52.83	1,112.11	1,179	57,653	62,341	
Average	55	35	2.84	2.242	2.494	5.157	95	0.369	8	284	5,281	4.09	85.62	99	292	5,418	4.40	92.68	99	5,241	5,195	

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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	1.9199	x	313	x	8.34	=	5,016
February	1.9587	x	321	x	8.34	=	5,250
March	2.0965	x	312	x	8.34	=	5,448
April	2.4724	x	291	x	8.34	=	6,008
May	2.2934	x	283	x	8.34	=	5,417
June	2.1015	x	301	x	8.34	=	5,270
July	2.0891	x	268	x	8.34	=	4,670
August	2.1678	x	291	x	8.34	=	5,258
September	2.2617	x	306	x	8.34	=	5,764
October	2.0976	x	368	x	8.34	=	6,439
November	2.1286	x	284	x	8.34	=	5,041
December	2.0272	x	287	x	8.34	=	4,852

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	5.23	x	90	=	4.707
		x	100	=	5.23
Design BOD, lbs/day	10300	x	90	=	9270
		x	100	=	10300

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
Total Number of Points					0

0

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3. Flow Meter

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

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

2022-06-17

☐ 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

1319140

gallons

☐ No

Holding Tanks

☒ Yes

1833550

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.

Septage loads are limited to 4000 gallons/day for each waste hauling company. This prevents slug loading and detrimental effects from overloading the facility.

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.

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6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

- Yes
- No

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.

The facility accepts leachate from 3 haulers, with a maximum limit of 6 total loads per day to prevent inhibiting UV disinfection.
Multiple high strength wastes are also accepted directly to anaerobic digestion. These wastes consist mainly of pre-consumer food products and are metered into the digesters to prevent overloading organics to the digesters.

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

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
6/8/2023 **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	25	22.5	5	1	0	0
February	25	22.5	6	1	0	0
March	25	22.5	7	1	0	0
April	25	22.5	7	1	0	0
May	25	22.5	6	1	0	0
June	25	22.5	4	1	0	0
July	25	22.5	4	1	0	0
August	25	22.5	5	1	0	0
September	25	22.5	4	1	0	0
October	25	22.5	4	1	0	0
November	25	22.5	4	1	0	0
December	25	22.5	4	1	0	0

* Equals limit if limit is ≤ 10

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

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?

2. Flow Meter Calibration

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

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

2022-06-17

☐ No

If No, please explain:

3. Treatment Problems

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

None

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

☒ No

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If Yes, please explain: 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: 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:	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:

6/8/2023

2022

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

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	30	27	5	1	0	0
February	30	27	6	1	0	0
March	30	27	8	1	0	0
April	30	27	7	1	0	0
May	30	27	6	1	0	0
June	30	27	3	1	0	0
July	30	27	5	1	0	0
August	30	27	4	1	0	0
September	30	27	4	1	0	0
October	30	27	4	1	0	0
November	30	27	4	1	0	0
December	30	27	4	1	0	0

* Equals limit if limit is ≤ 10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	0
Points		0	0
Total Number of Points		0	

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?

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

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
6/8/2023 **2022**

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

1.1 Verify the following monthly and weekly average effluent values, exceedances and points for ammonia

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceed ance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceed ance
January	52		34.667	0					
February	52		36.333	0					
March	52		32.5	0					
April	52		32.75	0					
May	52		37.283	0					
June	52		37.408	0					
July	52		19.667	0					
August	52		21.14	0					
September	52		26.263	0					
October	52		30.667	0					
November	52		22.667	0					
December	52		21.917	0					
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

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

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Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

1.1 Verify the following monthly average effluent values, exceedances, and points for Phosphorus

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	.93	0.325	1	0
February	.93	0.448	1	0
March	.93	0.458	1	0
April	.93	0.383	1	0
May	.93	0.479	1	0
June	.93	0.367	1	0
July	.93	0.288	1	0
August	.93	0.210	1	0
September	.93	0.296	1	0
October	.93	0.393	1	0
November	.93	0.488	1	0
December	.93	0.473	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, 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?

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:

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. 003 - CLASS B DIGESTER EFFLUENT

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													0	0	0
Cadmium		39	85													0	0	0
Copper		1500	4300													0	0	0
Lead		300	840													0	0	0
Mercury		17	57													0	0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	0

Outfall No. 005 - CLASS A HEAT DRIED CAKE SLUDGE

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						5.1						3.2		0	0
Cadmium		39	85						.65						.63		0	0
Copper		1500	4300						454						550		0	0
Lead		300	840						10.4						13.3		0	0
Mercury		17	57						.23						.65		0	0
Molybdenum	60		75						22.6						28.3	0		0
Nickel	336		420						11.5						11.1	0		0
Selenium	80		100						6.4						4.6	0		0
Zinc		2800	7500						970						673		0	0

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Outfall No. 004 - CLASS B DIGESTED CAKE SLUDGE

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														0	0
Cadmium		39	85														0	0
Copper		1500	4300														0	0
Lead		300	840														0	0
Mercury		17	57														0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	0

Outfall No. 002 - CLASS B DIGESTED LIQUID SLUDGE

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														0	0
Cadmium		39	85														0	0
Copper		1500	4300														0	0
Lead		300	840														0	0
Mercury		17	57														0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	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)

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?

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

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Outfall Number:	005	
Biosolids Class:	A	
Bacteria Type and Limit:	Fecal Coliform	
Sample Dates:	01/01/2022 - 06/30/2022	
Density:	0	
Sample Concentration Amount:	MPN/G TS	
Requirement Met:	Yes	
Land Applied:	No	
Process:	Heat Drying	
Process Description:	All seven samples taken were <10MPN/g TS.	
Outfall Number:	005	0
Biosolids Class:	A	
Bacteria Type and Limit:	Fecal Coliform	
Sample Dates:	07/01/2022 - 12/31/2022	
Density:	0	
Sample Concentration Amount:	MPN/G TS	
Requirement Met:	Yes	
Land Applied:	No	
Process:	Heat Drying	
Process Description:	All seven samples taken were <10MPN/g TS.	
Outfall Number:	006	
Biosolids Class:	A	
Bacteria Type and Limit:	Fecal Coliform	
Sample Dates:	07/01/2022 - 12/31/2022	
Density:	0	
Sample Concentration Amount:	MPN/G TS	
Requirement Met:	Yes	
Land Applied:	No	
Process:	Heat Drying	
Process Description:	All seven samples taken were <10MPN/g TS.	
4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application. 4.2.1 Was the limit exceeded or the process criteria not met at the time of land application? ○ Yes (40 Points) ● No If yes, what action was taken?		
5. Vector Attraction Reduction (per outfall): 5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.		

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Outfall Number:	005		0
Method Date:	06/01/2022		
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):	>90		
Results (if applicable):	96.7		
Outfall Number:	005		0
Method Date:	12/14/2022		
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):	>90		
Results (if applicable):	94.9		
Outfall Number:	006		0
Method Date:	09/27/2022		
Option Used To Satisfy Requirement:	Drying With Unstabilized Solids		
Requirement Met:	Yes		
Land Applied:	No		
Limit (if applicable):	>90		
Results (if applicable):	93.1		
5.2 Was the limit exceeded or the process criteria not met at the time of land application?			
☐ Yes (40 Points)			
☒ No			
If yes, what action was taken?			
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?			
☒ >= 180 days (0 Points)			
☐ 150 - 179 days (10 Points)			
☐ 120 - 149 days (20 Points)			
☐ 90 - 119 days (30 Points)			
☐ < 90 days (40 Points)			
☐ N/A (0 Points)			
6.2 If you checked N/A above, explain why.			
In the event that the facility would have an issue with biosolids management outside digester feed would be eliminated. The facility has storage for over 180 days of plant solids.			
7. Issues			
7.1 Describe any outstanding biosolids issues with treatment, use or overall management:			

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

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Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing 1.1 Was your wastewater treatment plant adequately staffed last year? ● Yes ○ No If No, please explain: Could use more help/staff for: 1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping? ● Yes ○ No If No, please explain:	
2. Preventative Maintenance 2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items? ● Yes (Continue with question 2) ☐☐ ○ No (40 points) ☐☐ If No, please explain, then go to question 3: 2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment? ● Yes ○ No (10 points) 2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly? ● Yes ○ Paper file system ○ Computer system ● Both paper and computer system ○ No (10 points)	0
3. O&M Manual 3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed? ● Yes ○ No	
4. Overall Maintenance /Repairs 4.1 Rate the overall maintenance of your wastewater plant. ○ Excellent ● Very good ○ Good ○ Fair ○ Poor Describe your rating: All equipment was maintained as stated in the equipment O&M documents.	

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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:

CHRISTOPHER D LEFEBVRE

Certification No:

32611

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

0

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)

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: ○ Averaging 6 or more CECs per year. ○ Averaging less than 6 CECs per year. Advanced Certification: ● Averaging 8 or more CECs per year. ○ Averaging less than 8 CECs per year.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

1. Provider of Financial Information

Name:

Mary Klesmith

Telephone:

(715) 345-5267

(XXX) XXX-XXXX

E-Mail Address
(optional):

mklesmith@stevenspoint.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:

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., CWFP 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

\$ 3,688,232.61

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

\$ 3,688,232.61

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

+ \$ 733,334.73

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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

\$ 4,421,567.34

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? \$ 4,421,567.34

0

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	WAS thickening upgrade. Replace DAFT with new technology.	\$500,000	2025
2	Biological Nutrient Removal Optimization	\$2,000,000	2026
3	Secondary Clarifier weir replacement	\$1,000,000	2024

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: 14

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	14,375	173
February	13,187	214
March	14,042	204
April	12,194	153
May	10,685	70
June	11,087	63
July	9,979	512
August	11,393	163
September	12,684	56
October	12,750	71
November	16,127	100
December	15,251	209
Total	153,754	1,988
Average	12,813	166

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?

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	107,204	59.52	1,801	155.50	689	11,506
February	101,802	54.84	1,856	147.00	693	11,042
March	114,446	64.99	1,761	168.89	678	8,975
April	126,750	74.17	1,709	180.24	703	6,144
May	138,024	71.10	1,941	167.93	822	3,999
June	161,142	63.05	2,556	158.10	1,019	4,813
July	143,772	64.76	2,220	144.77	993	3,309
August	128,507	67.20	1,912	163.00	788	1,514
September	156,523	67.85	2,307	172.92	905	4,148
October	116,989	65.03	1,799	199.61	586	1,764
November	144,344	63.86	2,260	151.23	954	9,734
December	162,906	62.84	2,592	150.41	1,083	17,978
Total	1,602,409	779.21		1,959.60		84,926
Average	133,534	64.93	2,060	163.30	826	7,077

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? None	
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: 2022 By Whom: University of Wisconsin-Milwaukee Describe and Comment: The UW-Milwaukee engineering department conducted a facility wide energy assessment. ☐ 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	A

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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:

To clean 1/3 of the city, clean lift stations as needed and clean air release valves twice a year on our pressure mains

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?

Chapter 13 sewer use ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2010-01-03

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

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- ☒ 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:

- ☒ 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	28	% of system/year
Root removal	10	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	2	% of system/year
Manhole inspections	10	% of system/year
Lift station O&M	15	# per L.S./year
Manhole rehabilitation	0	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year

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Private sewer I/I
removal

% of private services

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.

32.05	Total actual amount of precipitation last year in inches
37.04	Annual average precipitation (for your location)
139.28	Miles of sanitary sewer
14	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
0	Number of complaints
2.386	Average daily flow in MGD (if available)
2.789	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)
0.00	Sanitary sewer overflows (number/sewer mile/yr)
0.00	Basement backups (number/sewer mile)
0.00	Complaints (number/sewer mile)
1.2	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) 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

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● No If Yes, please describe: 5.3 Explain any infiltration/inflow (I/I) changes this year from previous years: There was no change in I/I. 5.4 What is being done to address infiltration/inflow in your collection system? Sump pump inspections, televising, and lining to reduce I&I.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0029572

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
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
TOTALS			37	148
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

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

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Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

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):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: 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



June 28, 2023

TO: Stevens Point Water and Sewerage Commission
RE: Grit Washer

Dear Commissioners:

On June 6 the mechanical gearbox on our Huber brand grit washer failed. This piece of equipment was originally installed in 2003. The grit washer is utilized to remove organic material from the inorganic grit which is mostly sand.

The failed gearbox was inspected by the local Huber representative, and it was determined that it needs to be replaced. The installed price for a new gearbox is \$7,200.

The grit washer has reached its life expectancy of 20 years and shows very little sign of wear beyond the failed gearbox. It is in the Utility's best interest to repair the gearbox and continue to operate the grit washer. Due to the lead time for the repair parts a purchase order was sent to Energenecs for this purchase on 6-12-2023.

Sincerely,

Chris Lefebvre



June 28, 2023

TO: Stevens Point Water and Sewerage Commission
RE: Check Valve Replacement

Dear Commissioners:

In May one of the check valves on our drainage station associated with our sludge storage tank failed. This failure causes the pumps in the drainage station to run continuously. Staff was able to isolate the station to prevent the pumps from running when not needed until this check valve is replaced.

We would like to replace both the check valves in this system to ensure it continues to work as designed. The price for each check valve is \$3,039 and installation will be done by Utility staff.

The valves were installed during the 1992 upgrade and have exceeded their life expectancy of 20 years. I believe it is in the Utility's best interest to replace these check valves. I ask that the commission approves the purchase of the replacement check valves for a total of \$6,078.

Sincerely,

Chris Lefebvre