

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
August 14, 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. Water Supply and Distribution Reports - *Eric Southworth*
 5. Sewage Treatment Operations Report - *Chris Lefebvre*
 6. Construction and Maintenance Report - *Shane Kohnen*
 7. Directors Report - *Joel Lemke*
 8. Adjournment.

The next Water and Sewerage Commission meeting will be Monday, September 11, 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 & Sewage 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
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

MINUTES

I. Discussion and Possible Action on:

1. Roll Call.

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

ALSO PRESENT: Joel Lemke, Mary Klesmith, Shane Kohnen, Chris Lefebvre, Jason Draheim, Alderman Sam Lang and Jaime Zdroik

2. Approval of Minutes

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve the May 8, 2023 meeting minutes of the Board of Water & Sewerage Commission.

Ayes all. Nays none. Motion carried.

3. Approval of Department Claims

Motion made by Mae Nachman, seconded by Ray Schmidt to approve the department claims for the months of May and June as audited and read.

Ayes all. Nays none. Motion carried.

4. 2022 Audit Presentation by Baker Tilly

Jodi Dobson of Baker Tilly presented the 2022 audit.

The financial statements did receive an unmodified or clean opinion. This is the highest level of assurance they can give.

WATER:

The rate of return did improve over the prior year, along with the change of the authorized rate of return. With the new rates that were put in place, that helped to increase the revenues. Very strong cash reserves at year end. The Government Finance Officers Association suggests having a minimum of three months worth of operations on hand and the Water Utility has a little over six months. The debt coverage

as it relates to the revenue bonds, requires 1.10 and we are at 3.54. Only about 15% of the utility's capital assets are financed by outstanding debt.

SEWER:

Very consistent margins over the last three years with revenues exceeding expenses.

The Sewer Utility has a little over two months' cash on hand, so a little lower than the recommended benchmark of three months. Required debt coverage is 1.25 and the utility is at 1.70. The Sewer Utility has 41% of the capital assets financed by outstanding debt, largely due to the recent project.

STORM:

The Stormwater Utility has very strong cash on hand 9.67 months. The debt coverage was met. 1.10 is required and the utility is at 1.12 so getting close but implementing the rate increase should help with this moving forward. The utility has only 20% of the capital assets financed by debt.

FIBER:

Fiber is a relatively new utility. Revenues outpaced expenses in 2022. The utility has 12.23 months of cash on hand. The utility has no debt at this point.

Motion made by Carl Rasmussen, seconded by Mae Nachman to approve the 2022 Audit completed by Baker Tilly.

Ayes all. Nays none. Motion carried.

5. Addition of Inspection Tech Position - Joel Lemke

Joel explained the need to hire an additional inspector is due to larger annual reconstruction projects and the added responsibility of inspecting the sewer collection system, stormwater collection system and the community area network (fiber). The Inspection Tech also completes more than 400 site inspections every year pertaining to private-site stormwater management compliance.

Paul questioned if Joel expects the volume of the reconstruction projects to continue at this pace. Joel does expect it to and it has to in order to keep the replacement of our infrastructure at one percent yearly.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve hiring an additional Inspection Tech position.

Ayes all. Nays none. Motion carried.

6. Water Supply and Distribution Reports - Eric Southworth

Joel stated they increased pumping at Well 11 within the guidelines of the Well 11 Agreement with the Town of Hull. This was done due to the increased pumpage and to help the other wells recover when cycling on.

7. Sewage Treatment Operations Report - Chris Lefebvre

Chris stated the WWTP met all permit requirements for May and June. The DNR did an inspection/audit of the WWTP. This is done every two to four years. Everything went well and Chris will bring back the written report to the Commission once he receives it.

The dryer is still down. Parts are to ship around August 25th. They come in through customs. This could take anywhere from a few days to a few weeks. Work on the dryer should start the week of August 28th.

Chris explained how the DNR inspection process works to the Commission.

8. Compliance Maintenance Annual Report - Chris Lefebvre

The WWTP received a 4.0 grade on the annual Compliance Maintenance Annual Report.

Motion made by Mae Nachman, seconded by Ray Schmidt approving the 2022 Compliance Maintenance Annual Report.

Ayes all. Nays none. Motion carried.

9. Expenditures related to grit washer repairs - Chris Lefebvre

Paul felt items 9 & 10 could be combined.

Chris stated the grit washer removes organic material from the inorganic grit, which is mostly sand. Chris stated grit needs to be removed from the plant or it will go into the pumps and wear the pumps. The gearbox failed and needs to be replaced. The gearbox was originally installed in 2003. The installed price for the new gearbox is \$7,200.

Due to lead time for the repair parts, a purchase order was sent to Energenecs on 6-12-2023.

Two check valves failed. The valves were originally installed back in 1992. The cost to purchase the check valves is \$6,078.

Joel stated these items were operationally significant so they needed to be ordered right away. Both items are eligible for replacement fund dollars.

Motion made by Ray Schmidt, seconded by Carl Rasmussen to approve expenditures to repair the grit washer in the amount of \$7,200.00 and expenditures to repair the check valves in the amount of \$6,078.00.

Ayes all. Nays none. Motion carried.

10. Expenditures related to check valve repairs - Chris Lefebvre

Item 10 acted on in Item 9.

11. Construction and Maintenance Report - Shane Kohnen

Joel introduced Shane as the interim Construction and Maintenance Superintendent.

Shane stated the construction crews have been working on a few projects including Ridge Rd, adjusting manholes and relocating fire hydrants, and installed/extended conduit for future fiber on Ridge Rd. They have also been working on replacing lead services on Spruce St. which included installing a new 2" water main. They helped with moving some fiber optic lines for the Willet Arena Project. They are currently repairing manholes and catch basins on Business Park Drive in preparation for the resurfacing project.

The Collections Crew are continuing televising/inspecting the new sanitary and storm mains installed on Washington Avenue and Third Street as part of the left over project from last year. They are cleaning and televising the sanitary and storm lines for next years projects.

12. Directors Report - Joel Lemke

****Brilowski Property***

****CCR***

Joel thanked Mary and her staff on the effort put forth for the audit and to Chris and staff for effort on the CMAR.

The annual CCR report is out and available online.

We are working with UWSP on the Brilowski property regarding a forestry and recreation plan.

13. Adjournment.

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

Meeting adjourned: 12:47PM

REPORT TO THE AUGUST 14, 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS

WATER DEPARTMENT

FINANCES:

Bank balance as of July 1, 2023

\$ 6,997,905.60

Bank deposits recorded in July 2023

\$ 801,440.01

\$ 7,799,345.61

CHECKS ISSUED JULY 2023:

58007	Mae Nachman	Salary	57.37
58008	Community Foundation of Central WI	Employee Contribution	10.00
58009	United Way Of Portage County	United Way	36.00
58011	American Asphalt Of WI	Hot mix for patching, patching material for hot mix	362.39
58012	Aramark	Rug service	45.90
58013	Cooper Oil Company Inc	Fuel additive	77.07
58014	County Materials Corp	Speedcrete, Inventory	3,542.27
58016	Ferguson Waterworks #1476	Inventory	2,895.00
58019	Heartland Business Systems, LLC	IT Work Station Set Up	28.75
58020	Multi Media Channels, LLC	Subscription renewal	104.00
58022	Robert Rosenfield	Well 12 - Hawk Breeding Study	4,500.00
58023	Security Fence & Supply Co Inc	Gate for cemetery to allow access for large vehicles	291.66
58025	Water & Environmental Analysis Lab	Testing of monitoring well samples	2,580.00
58027	City Of Stevens Point	Concrete Repairs	1,231.00
58028	Franks Hardware Co Inc	Supplies	124.25
58029	Metron-Farnier LLC	20 - 3/4" meters	7,365.25
58031	Rogan's Shoes	22-23 Boot Allowance - L. Wright	157.25
58032	WI State Laboratory of Hygiene	Fluoride samples	28.00
58033	CDW Government	Troubleshoot Phone Issues	58.75
58034	City Of Stevens Point	PILOT Payment	863,432.00
58037	Heartland Business Systems, LLC	Managed Services	207.37
58038	Mastercard	Supplies - toner	907.42
58039	Springbrook Holding Company LLC	Civic Pay Transaction Fee	397.34
58040	Strand Associates Inc	Professional Services - Well 12	735.51
58043	Community Foundation of Central WI	Employee Contribution	10.00
58044	United Way Of Portage County	United Way	36.00
58045	American Asphalt Of WI	Hot mix	497.43
58046	AnSer	After hours call service	522.94
58047	Aramark	Rug service	45.90
58048	City Of Stevens Point	Retirement, fuel, employee benefits, workers comp premiums	30,716.29
58049	Clark Dietz	Professional Services - 2024 Street Improvements	4,099.32
58051	Diggers Hotline Inc	Pre-payment diggers tickets	3,005.86
58052	Donna's Cleaning Service	Utility Garage Cleaning Service, Office Cleaning Service	300.00
58054	Ferguson Waterworks #1476	Inventory	42,990.30
58056	Hawkins Inc	Chemicals	4,223.84
58057	Idexx Laboratories Inc	Lab supplies	990.73
58060	Petty Cash	Mileage, postage, employee anniversary	186.30
58061	Ruekert Mielke Inc	Professional Services Water System Model Update	256.00
58062	SEH INC	Reviewing AT&T Project	660.39
58063	Springbrook Holding Company LLC	Employee Self-Service Implementation	222.35
58064	Strand Associates Inc	Professional Services - 2023 & 2024 Street Improvements	19,443.33
58065	Teamsters Union Local 662	Union dues	1,638.00
58067	Mastercard	Conference & Meeting Expenses, First Aid Supplies, Amazon Web Service	1,895.10
58068	Aspirus Medical Group, Inc.	Pre-employment Testing	183.50
58069	Candlewood Prop Management	Refund Check 039622-000, 921 Main St.	7.56
58070	Susan De Lisle	Refund Check 037552-000, 3932 Doolittle Dr. #7	45.36
58071	Matthew Dondlinger	Refund Check 038530-000, 2033A Michigan Ave.	48.26
58072	Ferguson Waterworks #1476	Meter Replacement Heads	1,275.00
58073	Timothy Rutzen	Refund Check 039429-000, 2433 Ellis St.	36.68
58075	Baker Tilly Virchow Krause LLP	2022 Audit Expense	167.64
58076	Batteries Plus LLC	Batteries	28.84

58077	Central States H & W Fund	Health Insurance Premiums	46,377.82	
58078	CORE & MAIN LP	Inventory	14,082.00	
58080	Dakota Electric Services Inc	Troubleshoot Tower Air Mixer	94.50	
58081	Dolce Digital Imaging	CCR Postcards	679.80	
58082	Ferguson Waterworks #1476	Inventory	34.99	
58084	Heartland Business Systems, LLC	Veeam Annual Maintenance, IT-Ticket Resolution	261.25	
58085	INFOSEND INC	Printing of monthly statements & notices	2,957.04	
58087	muGrid Analytics LLC	Qtrly Solar Monitoring	300.00	
58089	Rasmussen Plumbing & Heating	Clear plugged fixtures	405.06	
58090	Reinders Inc	Landscaping for Spruce St. Project	550.20	
58092	Springbrook Holding Company LLC	Annual Software Maintenance Charges	20,095.40	
58093	Star Business Machines	Replacement Copier, Qtrly Copier Maintenance Fee	2,718.69	
	WPS	Utility Charges	30,518.60	
	Payroll	Payroll	46,117.27	
	IRS PR Tax	Payroll Taxes - Federal	38,339.45	
	DOR PR Tax	Payroll Taxes - State	7,604.21	
	Verizon Cell & iPad Charges	Phone & iPad Charges	565.30	
	DOR Garnishment	Garnishment	9.32	
	HRA Admin Fees	Renewal & Admin Fees	30.00	
	TOTAL EXPENSES LISTED		\$ 1,214,448.37	\$ 1,214,448.37
	BALANCE ON HAND JULY 31, 2023			
		Balance on Hand	\$ 6,584,897.24	
		Plus uncleared checks	\$ 69,469.00	
		Less checks previously written clearing this month	\$ (81,852.65)	
		Ending Cash Balance matching Bank Statements	\$ 6,572,513.59	
		Less Restricted Funds	\$ (1,129,207.27)	
		Cash on Hand	\$ 5,443,306.32	

REPORT TO THE AUGUST 14, 2023
MEETING OF THE BOARD OF WATER AND SEWERAGE COMMISSIONERS
SEWAGE DEPARTMENT

FINANCES:

Bank Balance as of July 1, 2023

Bank Deposits recorded in July 2023

\$	8,424,530.68
\$	788,761.50
\$	9,213,292.18

CHECKS ISSUED IN JULY 2023:

58010	Stevens Point Airport	Airports portion of credit card rebate	97.91		
58011	American Asphalt Of WI	Hot mix for patching	96.29		
58012	Aramark	Rug service	210.34		
58013	Cooper Oil Company Inc	Fuel additive	77.07		
58014	County Materials Corp	Speedcrete	142.26		
58017	Grainger	Parts	161.98		
58018	Hach Company	Lab supplies	621.24		
58019	Heartland Business Systems, LLC	IT Work Station Set Up	28.75		
58023	Security Fence & Supply Co Inc	Gate for cemetery to allow access for large vehicles	291.67		
58024	Transit Department	Transits portion of credit card rebate	83.41		
58028	Franks Hardware Co Inc	Supplies	204.06		
58033	CDW Government	Troubleshoot Phone Issues	58.75		
58036	Grainger	Replacement flush valve	135.35		
58037	Heartland Business Systems, LLC	Managed Services	207.37		
58039	Springbrook Holding Company LLC	Civic Pay Transaction Fee	397.33		
58041	Waste Mangmt of WI-MN	Sludge hauling	8,386.91		
58047	Aramark	Rug service	210.34		
58048	City Of Stevens Point	Retirement, fuel, employee benefits	8,312.47		
58049	Clark Dietz	Professional Services - 2024 Street Improvements	1,024.84		
58050	Cooper Oil Company Inc	Fuel for lawn equipment	8.29		
58051	Diggers Hotline Inc	Pre-payment diggers tickets	751.47		
58052	Donna's Cleaning Service	Utility Garage Cleaning Service	25.00		
58055	Harter's Fox Valley Disposal	Dumpster Service	550.52		
58058	Lube-Tech & Partners LLC	Lubricant	230.85		
58059	NCL of Wisconsin Inc	Lab supplies	84.14		
58063	Springbrook Holding Company LLC	Employee Self-Service Implementation	111.18		
58064	Strand Associates Inc	Professional Services - 2023 & 2024 Street Improvements	4,860.83		
58067	Mastercard	CSWEA Membership Fee, WEF Membership, Menards-Supplies	806.90		
58069	Candlewood Prop Mgmt	Refund Check 039622-000, 921 Main St.	10.13		
58070	Susan De Lisle	Refund Check 037552-000, 3932 Doolittle Dr. #7	57.64		
58071	Matthew Dondlinger	Refund Check 038530-000, 2033A Michigan Ave.	40.67		
58073	Timothy Rutzen	Refund Check 039429-000, 2433 Ellis St.	37.38		
58074	American Asphalt Of WI	Hot mix	550.50		
58075	Baker Tilly Virchow Krause LLP	2022 Audit Expense	162.26		
58076	Batteries Plus LLC	UPS Batteries	553.00		
58077	Central States H & W Fund	Health Insurance Premiums	13,944.18		
58083	Hawkins Inc	Azone-Chemical	701.89		
58084	Heartland Business Systems, LLC	IT- Ticket Resolution, Veeam Annual Maintenance	261.25		
58086	Ingersoll Rand Co	Elements, oils & parts	4,389.77		
58088	NCL of Wisconsin Inc	Lab supplies	1,102.56		
58091	Service Motor Company	Oil & filters	75.78		
58092	Springbrook Holding Company LLC	Annual Software Maintenance Charges	8,476.04		
58093	Star Business Machines	Replacement copier	2,266.00		
58094	Stevens Point Public Utilities	Qtrly Water Charges	750.02		
58095	USA Blue Book	Jar caps & flag	143.37		
58096	Waste Mangmt of WI-MN	Sludge hauling	10,667.04		
	HRA	HRA Admin Fee	30.00		
	Verizon Charges	Verizon Charges	242.42		
	WPS Utility Charges	Gas & Electric	34,298.57		
	Sewer Payroll	Payroll	47,730.04		
	Payroll Taxes	Payroll Taxes	3,417.73		
	TOTAL OF EXPENSES LISTED		\$ 158,085.76	\$	158,085.76
	BALANCE ON HAND JULY 31, 2023			\$	9,055,206.42
		Balance on Hand		\$	9,055,206.42
		Plus uncleared checks		\$	33,808.48
		Less checks previously written clearing this month		\$	(59,487.02)
		Ending Cash Balance matching Bank Statements		\$	9,029,527.88

<u>Less Restricted Balance</u>	\$	(5,544,911.28)
TOTAL	\$	3,484,616.60

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

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

STORM WATER DEPARTMENT

FINANCES:

Bank balance as of July 1, 2023

\$ 4,350,590.40

Bank deposits recorded in July 2023

\$ 272,247.72

\$ 4,622,838.12

CHECKS ISSUED JULY 2023:

58006	Sommer Wright	Payroll	605.17	
58011	American Asphalt Of WI	Patching material hot mix	656.61	
58013	Cooper Oil Company Inc	Fuel additive	77.06	
58014	County Materials Corp	Speedcrete	142.27	
58015	Department of Natural Resources	DNR Exam Fee	25.00	
58019	Heartland Business Systems, LLC	IT Work Station Set Up	28.75	
58021	NAPA	Latex gloves	21.99	
58023	Security Fence & Supply Co Inc	Gate for cemetery to allow access for large vehicles	291.67	
58024	Transit Department	Grounds keeping work	358.56	
58027	City Of Stevens Point	Concrete Repairs	1,000.00	
58028	Franks Hardware Co Inc	Supplies	61.35	
58030	Multi Media Channels, LLC	Treatment notice for drainage ditch	34.65	
58033	CDW Government	Troubleshoot Phone Issues	58.75	
58035	Fastenal Company	Supplies	1,102.70	
58037	Heartland Business Systems, LLC	Managed Services	207.37	
58039	Springbrook Holding Company LLC	Civic Pay Transaction Fee	397.33	
58042	Sommer Wright	Payroll	324.62	
58045	American Asphalt Of WI	Hot mix	55.27	
58048	City Of Stevens Point	Retirement, fuel, employee benefits, workers comp premium	5,592.44	
58049	Clark Dietz	Professional Services - 2024 Street Improvements	1,024.84	
58051	Diggers Hotline Inc	Pre-payment diggers tickets	751.47	
58052	Donna's Cleaning Service	Utility Garage Cleaning Service	25.00	
58053	Fastenal Company	Washers	153.08	
58063	Springbrook Holding Company LLC	Employee Self-Service Implementation	44.47	
58064	Strand Associates Inc	Professional Services - 2023 & 2024 Street Improvements	4,860.84	
58066	Transit Department	Grounds keeping work	239.04	
58067	Mastercard	Seminar & PPE, Amazon Web Service	158.44	
58071	Matthew Dondlinger	Refund Check 038530-000, 2033A Michigan Ave.	16.64	
58073	Timothy Rutzen	Refund Check 039429-000, 2433 Ellis St.	14.43	
58074	American Asphalt Of WI	Hot mix	547.75	
58075	Baker Tilly Virchow Krause LLP	2022 Audit Expense	162.02	
58077	Central States H & W Fund	Health Insurance Premiums	4,752.00	
58079	Cummins Sales & Service	Michigan Avenue Generator Maintenance	421.79	
58084	Heartland Business Systems, LLC	IT- Ticket Resolution, Veeam Annual Maintenance	261.24	
58092	Springbrook Holding Company LLC	Annual Software Maintenance Charges	8,268.30	
58093	Star Business Machines	Replacement copier	2,266.00	
	Verizon	Ipad & cell phone charges	458.03	
	Payroll	Payroll	23,167.66	
	IRS	Payroll Taxes	1,804.16	
	WPS	Monthly Utility Charges	19.12	
TOTAL OF EXPENSES LISTED			\$ 59,852.71	\$ 59,852.71
BALANCE ON HAND JULY 31, 2023				\$ 4,562,985.41

Balance on Hand	\$ 4,562,985.41
Plus checks written after the end of this month	
Plus uncleared checks	\$ 7,720.47
Less checks previously written clearing this month	\$ (10,130.48)
Ending Cash Balance matching Bank Statements	\$ 4,560,575.40

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

FIBER (COMMUNITY AREA NETWORK)

FINANCES:

Bank balance as of July 1, 2023

\$ 386,275.72

Bank deposits recorded in July 2023

\$ 49,037.50

\$ 435,313.22

CHECKS ISSUED JULY 2023:

58026	WiscNet	Dark Fiber Service	7,150.00
58027	City of Stevens Point	Concrete Repairs	400.00

TOTAL OF EXPENSES LISTED

\$ 7,550.00 \$ 7,550.00

BALANCE ON HAND JULY 31, 2023

\$ 427,763.22

Balance on Hand

\$ 427,763.22

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

\$ 427,763.22

WATERWORKS REPORT
FOR JULY 2023
CURRENT YEAR VS. PREVIOUS YEAR

	2022	2023	INCREASE	DECREASE	RECORD HIGH	DATE	
Total pumpage, gallons	261,545,000	280,293,000	18,748,000		323,144,000	Jul-02	
Daily pumping average, in gallons	8,436,940	9,041,710	604,770				
Peak pumpage, gallons, (date)	9,109,000 (18TH)	10,946,000 (7TH)			13,627,000	7/16/2002	
Low pumpage, gallons, (date)	7,164,000 (16th)	7,404,000 (1ST)	240,000		2,095,000 3,802,000	07/18/71 7/20/2019	◀Record low since 1995 when the utility started providing water to Stora Enso.
Power bill	\$24,113.28	\$32,552.26	\$8,438.98		\$32,552.26	Jul-23	
K.W.H's used	257,783	315,468	57,685				
Gallons pumped per K.W.H.	1,015	888		127			

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	280,293	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	1,463,190	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

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

(Pumpage x 1,000)

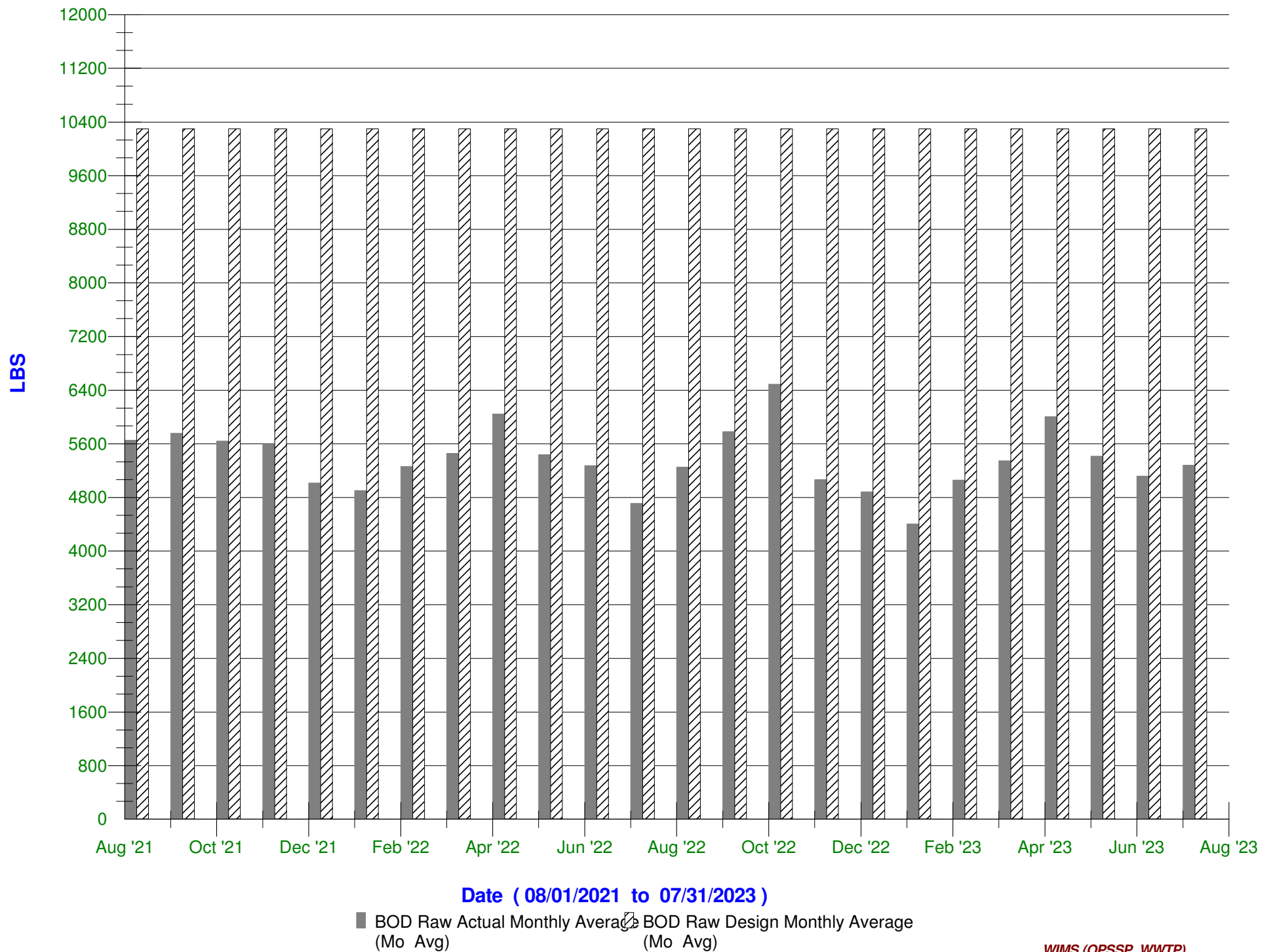
MONTH	2023	2022	2021	2020	2019	2018	2017
JANUARY	88,937	88,942	83,106	82,287	82,112	88,989	89,079
FEBRUARY	79,725	80,355	80,293	83,129	80,253	80,441	80,474
MARCH	81,120	88,834	88,768	88,771	88,609	76,469	88,652
APRIL	84,933	84,742	86,110	86,022	84,640	86,223	76,187
MAY	88,563	88,861	88,978	88,891	88,880	88,968	66,836
JUNE	93,567	85,473	86,219	86,029	85,990	86,098	74,224
JULY	98,201	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	615,046	1,047,564.00	1,039,302	1,037,725	1,036,469	1,031,630	988,048

Final Effluent Discharge Data

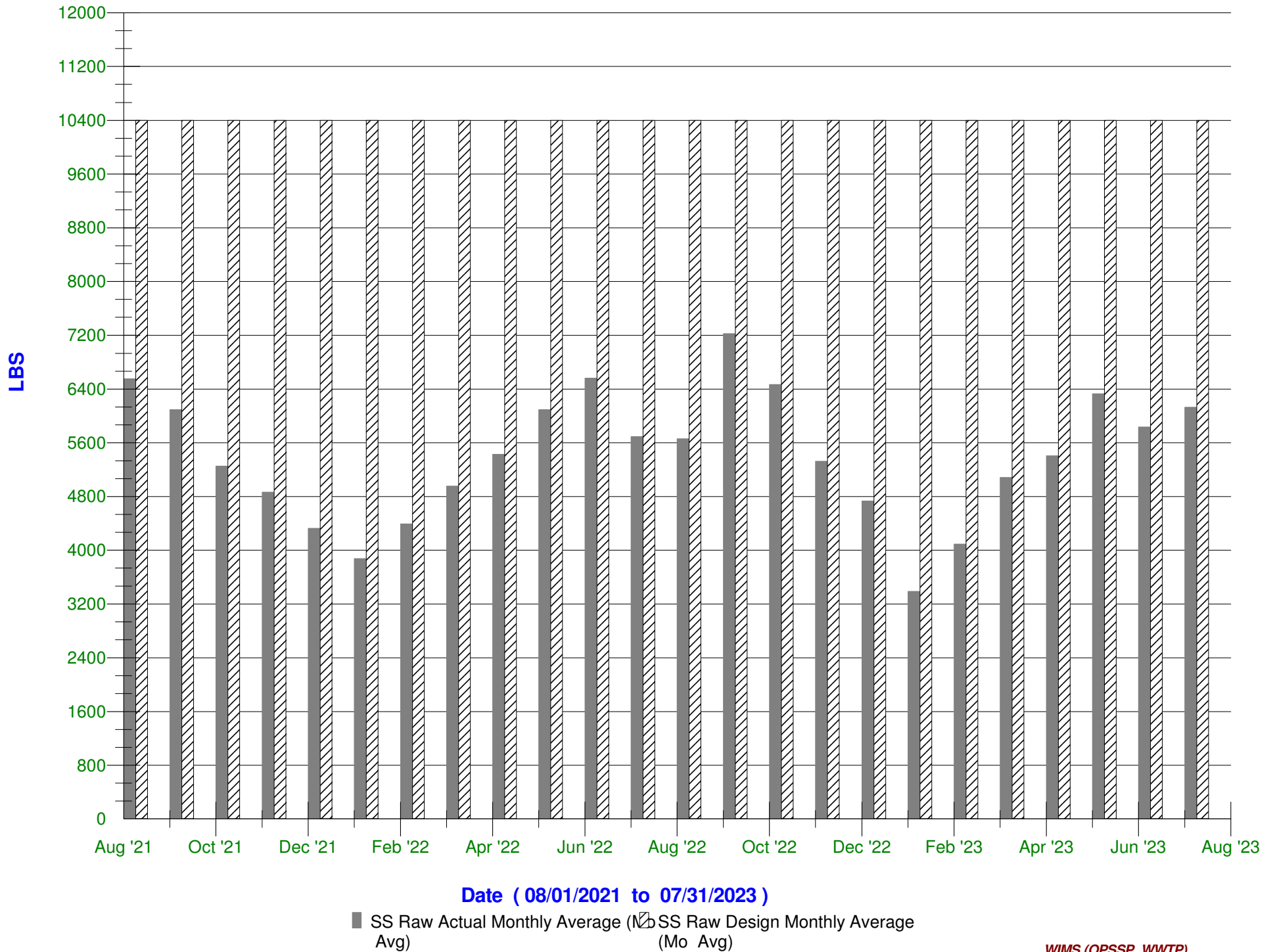
July 2023

		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
07/01/2023	0.00	1.866	1.904	263	1.96	99	4,093	31	364	2.31	99	5,664.73	37	4.920	0.290	77	5		23
07/02/2023	0.00	1.854	1.940	210	1.81	99	3,247	29	220	1.25	99	3,401.72	20						
07/03/2023	0.00	1.915	1.963	302	1.96	99	4,823	32	340	3.00	99	5,430.17	49	3.810	0.310	61	5	73	31
07/04/2023	0.01	1.842	1.871	300	2.06	99	4,609	32	400	2.20	99	6,144.91	34	4.100	0.270	63	4		28
07/05/2023	0.00	2.027	2.138	289	2.94	99	4,886	52	288	2.57	99	4,868.69	46						
07/06/2023	0.02	2.026	2.119	302	2.57	99	5,103	45	392	2.77	99	6,623.56	49						
07/07/2023	0.00	2.009	2.049	416	3.08	99	6,970	53	416	3.76	99	6,970.10	64						
07/08/2023	0.00	1.792	1.838	260	2.19	99	3,886	34	432	2.94	99	6,456.36	45						
07/09/2023	0.00	1.871	1.914	254	3.66	99	3,963	58	260	4.53	98	4,057.08	72	4.830	0.350	75	6		25
07/10/2023	0.00	2.012	2.112	345	3.63	99	5,789	64	328	2.98	99	5,503.87	52	5.360	0.390	90	7	352	28
07/11/2023	0.43	2.098	2.207	366	3.36	99	6,404	62	564	3.00	99	9,868.49	55	6.140	0.400	107	7		30
07/12/2023	0.00	2.082	2.222	348	3.17	99	6,043	59	348	3.40	99	6,042.63	63						
07/13/2023	0.22	1.994	2.149	392	3.13	99	6,519	56	536	2.40	100	8,913.66	43						
07/14/2023	0.03	2.140	2.259	347	3.33	99	6,193	63	372	3.14	99	6,639.31	59						
07/15/2023	0.14	1.994	2.170	263	2.44	99	4,374	44	380	3.09	99	6,319.38	56						
07/16/2023	0.28	2.040	2.259	260	2.33	99	4,424	44	276	2.20	99	4,695.75	41	4.910	0.310	84	6		23
07/17/2023	0.14	2.042	2.292	344	2.38	99	5,858	45	312	3.53	99	5,313.45	67	5.280	0.460	90	9	11	22
07/18/2023	0.00	2.059	2.290	301	3.14	99	5,169	60	292	3.60	99	5,014.24	69						
07/19/2023	0.00	2.117	2.400	342	3.27	99	6,038	65	420	5.54	99	7,415.43	111	7.010	0.350	124	7		28
07/20/2023	0.34	2.168	2.416	323	3.79	99	5,840	76	368	4.55	99	6,653.85	92						
07/21/2023	0.00	2.089	2.408	342	3.57	99	5,958	72	380	4.80	99	6,620.46	96						
07/22/2023	0.00	1.914	2.270	242	3.10	99	3,863	59	268	4.36	98	4,278.02	83	5.270	0.370	84	7		30
07/23/2023	0.07	1.973	2.308	265	3.08	99	4,361	59	372	4.60	99	6,121.19	89						
07/24/2023	0.00	2.113	2.500	337	3.35	99	5,939	70	380	5.78	98	6,696.52	121	5.550	0.370	98	8		30
07/25/2023	0.00	2.111	2.532	364	3.75	99	6,408	79	452	5.86	99	7,957.79	124	6.590	0.370	116	8	280	27
07/26/2023	0.09	2.106	2.571	398	8.02	98	6,990	172	476	5.11	99	8,360.48	110						
07/27/2023	0.00	2.087	2.555	331	9.77	97	5,761	208	392	4.96	99	6,822.99	106						
07/28/2023	0.34	2.154	2.622	367	5.80	98	6,593	127	304	4.20	99	5,461.17	92						
07/29/2023	0.58	1.926	2.331	233	5.14	98	3,743	100	236	4.64	98	3,790.83	90						
07/30/2023	0.00	1.928	2.335	249	4.28	98	4,004	83	288	4.00	99	4,630.90	78						
07/31/2023	0.00	2.116	2.575	327	5.19	98	5,771	111	412	6.50	98	7,270.75	140						
Total	2.69	62.465	69.519	9,682	111	3,064	163,621	2,146	11,268	117.57	3,067	190,008.49	2,252	63.770	4.240	1,068.319	77.884	716.000	323.600
Average	0.09	2.015	2.243	312	4	99	5,278	69	363	3.79	99	6,129.31	73	5.314	0.353	89.083	6.583	179.000	27.083
Maximum	0.58	2.17	2.62	416.00	9.77	99.35	6,990.49	208.19	564.00	6.50	99.55	9,868.49	139.59	7.01	0.46	123.77	8.79	352.00	30.50
Minimum	0.00	1.79	1.84	210.00	1.81	97.05	3,247.10	29.29	220.00	1.25	98.03	3,401.72	20.22	3.81	0.27	60.85	4.21	11.00	22.40

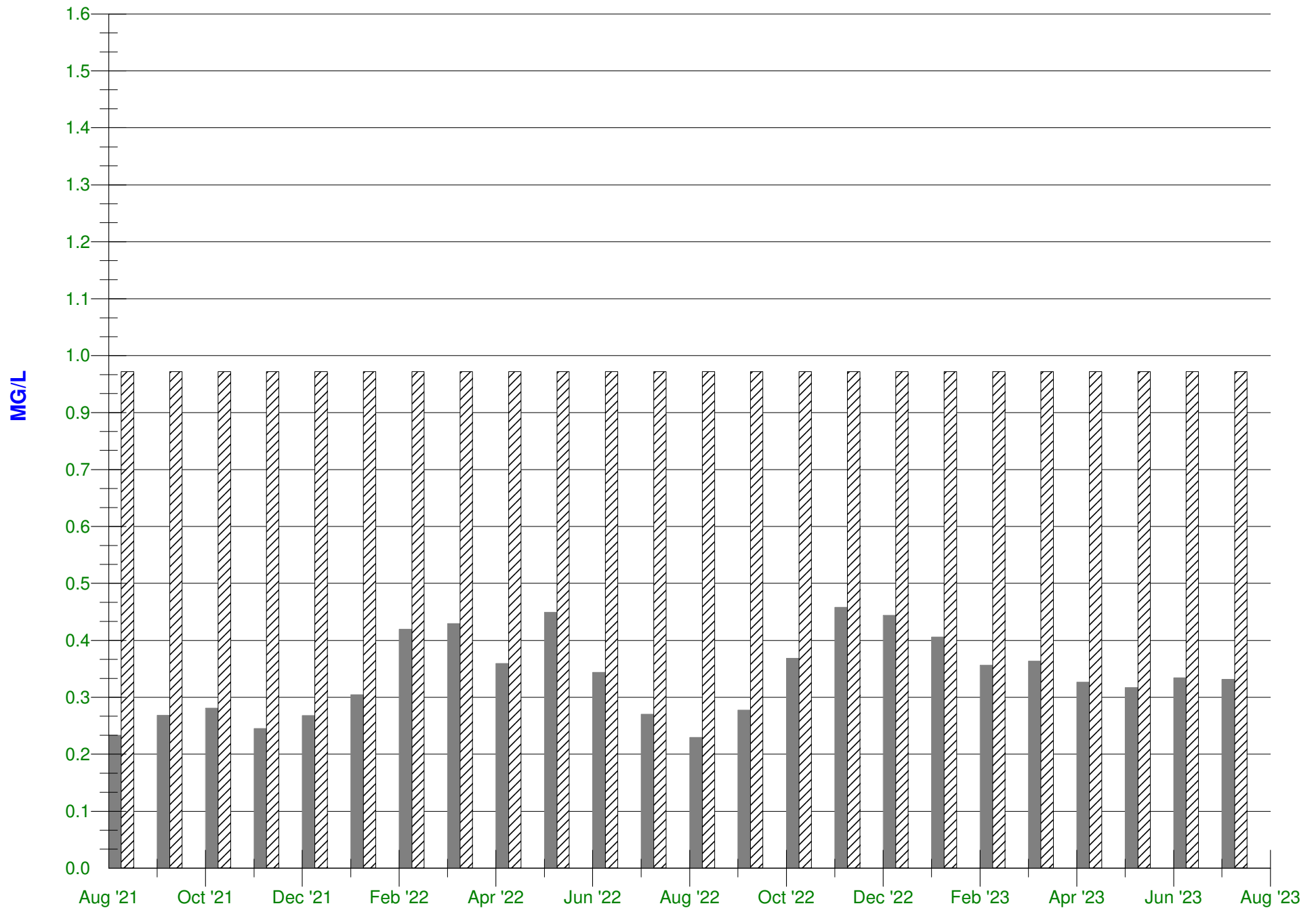
BOD Raw 2 Year History



SS Raw 2 Year History



Phosphorus mg/l 2 Year History



Date (08/01/2021 to 07/31/2023)

■ 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	%			
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	293	5,103	3.17	57.98	99	335	5,821	3.61	65.99	99	5,533	5,045	
Jul 2023	82	58	2.69	2.015	2.243	5.314	89	0.353	6	312	5,249	3.59	67.12	99	363	6,108	3.79	70.93	99	5,413	5,181	
Minimum	25	11	1.35	2.015	2.164	3.529	80	0.245	5	239	4,389	3.08	57.98	98	198	3,385	3.56	65.99	97	3,987	4,319	
Maximum	82	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	660	420	33.19	26.824	29.710	62.211	1,139	4.492	92	3,457	63,971	48.20	1,004.23	1,182	3,542	65,502	52.00	1,088.34	1,180	58,111	62,967	
Average	55	35	2.77	2.236	2.476	5.184	95	0.374	8	288	5,331	4.02	83.69	99	295	5,458	4.33	90.69	99	5,283	5,247	



July 24, 2023

Joel Lemke
Director - Pub Util
Stevens Point City of
300 Bliss Avenue
PO Box 243
Stevens Point, WI 54481

SUBJECT: Wastewater Facility Inspection
WPDES Permit No: WI-0029572-09-0
Inspection Date: 06/22/2023

Mr. Lemke,

A compliance inspection of the Stevens Point Wastewater Treatment Facility was performed on 06/22/2023. The purpose of the inspection was to determine compliance with the conditions of the WPDES permit and review wastewater operations and management activities at the plant. Findings and recommendations are found in the attached report. Please take the time to read it carefully.

The treatment plant was found in compliance with the effluent limits and all terms and conditions of the permit. The following recommendations or follow-up actions are needed:

1. Revise the CMOM to ensure the requirements of s. NR 210.23 Wis. adm. code are met. See embedded checklist for more specifics on what is expected.

I want to thank Chris Lefebvre for his time and cooperation in the performance of this inspection. By August 24, 2023, please provide a written response to this inspection report if any follow-up actions are noted above. If you have any questions regarding the report, feel free to call me at (715) 492-1787 or e-mail me at Nicholas.Lindstrom@wisconsin.gov.

Sincerely,

Nicholas Lindstrom

Nicholas Lindstrom
Wastewater Engineer

Wastewater Treatment Plant Compliance/Inspection Checklist

Stevens Point Wastewater Treatment Facility

P O Box 243 301 Bliss Ave Stevens Point, WI 54481-0243

OIC Name CHRISTOPHER D

LEFEBVRE

On-Site Representative Chris Lefebvre

Responsible Official

WPDES Permit # 0029572-09-0

Design Flow (Avg) 4.550

Joel Lemke 300 Bliss Avenue PO Box 243 Stevens Point, WI 54481

Inspection Date

Evaluated By

Effective Date

Expiration Date

6/21/2023

Nicholas E Lindstrom

1/1/2019

12/31/2023

Part A: ON-SITE INSPECTION

	Compliance Questions	Comments	Followup
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Facility Site Review

Yes	1. Is a schematic diagram available of the treatment plant? If yes, attach.	See page 7.	
No	2. Are all liquid treatment train unit operations and processes operating satisfactorily?	Class A dryer was down during the inspection and the class A product was offline from December-April 2021-2022. There is maintenance issues with the dryer components which have resulted in loss of class A biosolids production.	

Subclass A1: Biological Treatment - Suspended Growth Process

Yes	A1-1. Does the appearance of the aeration basin look good?	See Photo 6.	
Yes	A1-2. Does the aeration pattern show that all diffusers are working?	One tank is taken offline yearly for inspection.	
Yes	A1-3. Is the dissolved oxygen level adequate?	During the inspection, the D.O level in the middle aeration basin was above 2.0 mg/L, which is within the recommended range.	
N/E	A1-4. Is the MLSS level optimum, resulting in a good F/M ratio?		
Yes	A1-5. Is the 30 minute settling test and resultant SVI good?	310 settling test. MLSS was 1500 on the probe during the inspection which renders a 206 SVI. The typical range of an activated sludge treatment plant is 80-150.	
Yes	A1-6. Do the bugs look good?	A microscope evaluation was not performed. The macro appearance of the aeration basin looked normal.	
N/E	A1-7. Is sludge wasted regularly to maintain an optimum and consistent sludge age?		
Yes	A1-8. Are all blowers or mechanical aerators operational and on a regular maintenance schedule?		
Yes	A1-9. Has the aeration basin been emptied, inspected and cleaned within the last five years, including diffusers?	One basin is taken offline yearly for inspection and cleaning. 2 of the newer aeration tanks have been recoated. the older tank did not have spalling like the older tanks so it did not need to be coated.	
Yes	A1-10. Are there safety flotation devices on the railings?		

Subclass B: Solids Separation

No	B-1. Are clarifier surfaces free of floating sludge, grease and gas bubbles?	See Photos 25-27. Excessive presence of floating sludge. The presence of floating sludge does not necessarily mean increased TSS in the effluent but it could be a clue to poor settleability.	
Yes	B-2. Does the operator measure and record clarifier sludge blankets on a regular basis?	The sludge blanket was only 6 inches during the inspection. I is recommended to keep a 1-2 ft sludge blanket. It may be due to the operator returning 105-110 percent effluent.	
Yes	B-3. Is the effluent flow over the entire length of the weirs?	Minor variability in flow across weirs. Operator stated he has tested the maximum height differential and it was within acceptable margin.	
N/A	B-4. If the clarifier is rectangular, are the flights and chains in sound shape and working correctly?		

Yes	B-5. If the clarifier is circular, do the surface skimmer and subsurface sludge scraper mechanism appear to be working well?	The south and middle clarifiers had newer equipment.	
N/E	B-6. Are the clarifier(s) drained, cleaned, and inspected on a regular basis?		

Subclass D: Disinfection			
N/A	D-1. Is the chlorine contact tank cleaned regularly and absent of surface gas bubbles or floating clumps of sludge?		
N/A	D-2. Is chlorine (gas or liquid) adequately and completely mixed into the contact basin?		
N/A	D-3. If using chlorine gas, does the storage room meet all safety requirements?		
Yes	D-4. Are uv lamps submerged in the effluent channel?		
Yes	D-5. Do uv sleeves need to be cleaned regularly to maintain disinfection efficiency?	Self cleaning and cleaned as needed.	
N/A	D-6. Are residual chlorine samples tested within 15 minutes of collecting the sample?		

Subclass P: Biological Nutrient Removal (Phosphorus)			
No	P-1. Does the plant utilize in-line monitoring (ORP? dissolved oxygen) for monitoring anoxic, anaerobic and aerobic conditions?	Operator does not monitor ORP or D.O in primary clarifier or anoxic tank. They monitor Ortho-P and then monitor ORP or D.O. if necessary.	
Yes	P-2. Does the plant monitor ortho-P across treatment units?	After the primary clarifiers and after the anaerobic zone.	
Yes	P-3. Are side streams monitored for phosphorus?	See above.	
Yes	P-4. Are detention times in anoxic and anaerobic selector tanks short enough to achieve good phosphorus removal?		
Yes	P-5. Are process conditions optimized for BPR?	The facility consistently achieves low levels of TP in the effluent due to successful execution of bio-P.	
No	3. Are there any unique treatment units, processes or operations in the liquid treatment train? If yes, comment.		
Yes	4. Is effluent being discharged clear, free of floating solids or visible foam other than in trace amounts?	See Photo 31.	

Flow Measurement			
Yes	5. Is wastewater flow, influent and/or effluent, being accurately measured?		
Yes	6. Are flow monitoring devices calibrated annually?	Calibration performed by Altronix the last three years. The reports were provided. This is a reminder to make adjustments to the flowmeter if the percent error is greater than 5-10 percent.	
Yes	7. Are there significant industrial/commercial contributors of wastewater to the plant? If yes, list in comments.	Stevens Point Brewery is directly connected to the the WWTP. a bunch of food processors. Donaldson's INC. Portage county solids waste, Marathon county solid waste, Weyhauser Solid Waste, KI mobility. McCain Foods, Monograms Foods, Foremost Farms, Agropur. Foremost Farms.	

Sampling and Testing			
Yes	8. Are wastewater influent, effluent, biosolids and groundwater samples, as applicable, being collected and tested as required by the WPDES permit?	I noted during the inspection that the other sources of N were not being reported on the 3400-055 forms, which is okay as long as the application event meets the exemption outlined in s. NR 204.06 Wis. Adm. Code.	

Yes	9. Are wastewater composite samplers being maintained at or less than 6C?		
Yes	10. Are sampling logs being used to record sample days, times, temperatures and collector?		
Yes	11. Were samples collected as part of this inspection? If yes, include state lab results.	See page... The results look good and well in compliance with the current limits.	

Operations and Maintenance			
Yes	12. Is the Operator-in-Charge certified at the proper grade(s)?	See page...	
	13. Is the treatment works and disposal system being properly operated and maintained, when in operation?		
Yes	14. Are process control tests being performed and recorded to properly operate and maintain the plant?		
Yes	15. Does the plant have a documented and implemented preventative maintenance program for major equipment?		
Yes	16. Is the permittee following the requirements contained in any approved management plan?		

Biosolids Treatment, Handling and Storage			
	17. Are all unit operations and processes for biosolids/sludge treatment and storage operating satisfactorily?	No land application reported in 2022 or 2021. Class A sludge is land applied but not reported as land application on 3400-055 form. From Dec 2021-April 2022 there was a leak in the dryer causing landfill of class A sludge instead of as class A. During the inspection, the dryer was down due to a broken mechanical component.	
Yes	18. Are there any unique treatment units, processes or operations in the solids treatment train? If yes, comment.	Class A Biosolids equipment.	
	19. Are biosolids/solids meeting all applicable sludge quality standards and processes standards before disposal or distribution?	other sources of nitrogen is not reported correctly. So other sources of N applied after application of biosolids application, The facility does not think they are responsible for reporting the farmers application after. Also, the facility does not believe. They are responsible for meeting the crop N limits. Also the facility thought the other source of N was the residual N from the biosolids.	
Yes	20. Are biosolids/solids being landspread meeting all NR 204 or NR 214 landspreading requirements?		
	21. Are all biosolids/solids and land application reports completed and submitted on time?	During the inspection I brought up that other sources of N were left blank on the 3400-055 form, however, s. NR 204.06 Wis. Adm. Code. It is okay for the facility to omit reporting other sources of N if they meet NR 204.06(7)(c) Wis. Adm. Code. The OIC stated the site applied has a nutrient management plan and therefore the other sources of N does not have to be reported.	

Part B: PERMIT AND REPORTING REQUIREMENTS

Permit			
Yes	22. Is a copy of the current WPDES permit kept at the treatment plant?		
No	23. Was the WPDES permit reviewed with the operator-in-charge?	The permit was reviewed with the operator in charge during the last inspection.	

Records/Reports			
Yes	24. Are all Discharge Monitoring Reports completed correctly and submitted on time?		
Yes	25. Are all other WPDES permit required reports completed correctly and submitted on time?		

No	26. Were there any CMAR compliance recommendations made or actions required because of low CMAR grades (C, D or F)?		
No	27. Were there any CMAR follow-up actions regardless of grades?		

Compliance Schedules			
Yes	28. Is the permittee up to date on required actions as specified in the Schedule of Compliance?		

Sanitary Sewer Overflows			
Yes	29. Have any sanitary sewer overflows occurred since the last inspections?	Ferric chloride spill in 2023. Not reported as SSO since it was a chemical spill.	
Yes	30. Have SSOs been reported as required?	Ferric Sulfate spill in spring 2023. Reported properly.	
Yes	31. Does the facility have a documented collection system O&M or CMOM program?	See page for checklist. CMOM needs revision to comply with s. NR 210.23 Wis. Adm. Code. Specifically, the Operations and management and Emergency response sections need revision.	Revise the CMOM to ensure the requirements of s. NR 210.23 Wis. adm. code is met. See checklist to address the deficiencies in the current CMOM.

Part C: EFFLUENT / RECEIVING WATERS

Effluent Limits			
Yes	32. Is the permittee in compliance with all effluent limits based on a review of discharge monitoring reports?	May 2023 DMR was compared with the lab analysis and the values were reported correctly.	
N/A	33. Is the permittee in compliance with all groundwater standards based on a review of groundwater monitoring forms?		

Outfalls			
Yes	34. Have you physically observed the effluent outfall?	See Photo 31.	
Yes	35. If observable, does the outfall structure appear structurally sound and located as originally designed/constructed?		

Receiving Waters			
Yes	36. Does the receiving water below the outfall appear acceptable compared to upstream water quality?	See Photo 31.	

General Comments			
	37. Are there any general comments about this treatment facility?	They land apply class A sludge but do not report the site or land application event. They only report class A. Facility takes village of Nakoosa sludge weekly and village of millagore sludge 1/year for treatment. One of the discharge UV discharge tanks the valve was not completely closed causing discharge of non disinfected effluent. The facility had two HG exceedances last year due to 2 high influent levels. this means they will be reapplying for the HG variance next permit term. Operator stated CMAR will be submitted late. As it did not make it to the board on time.	

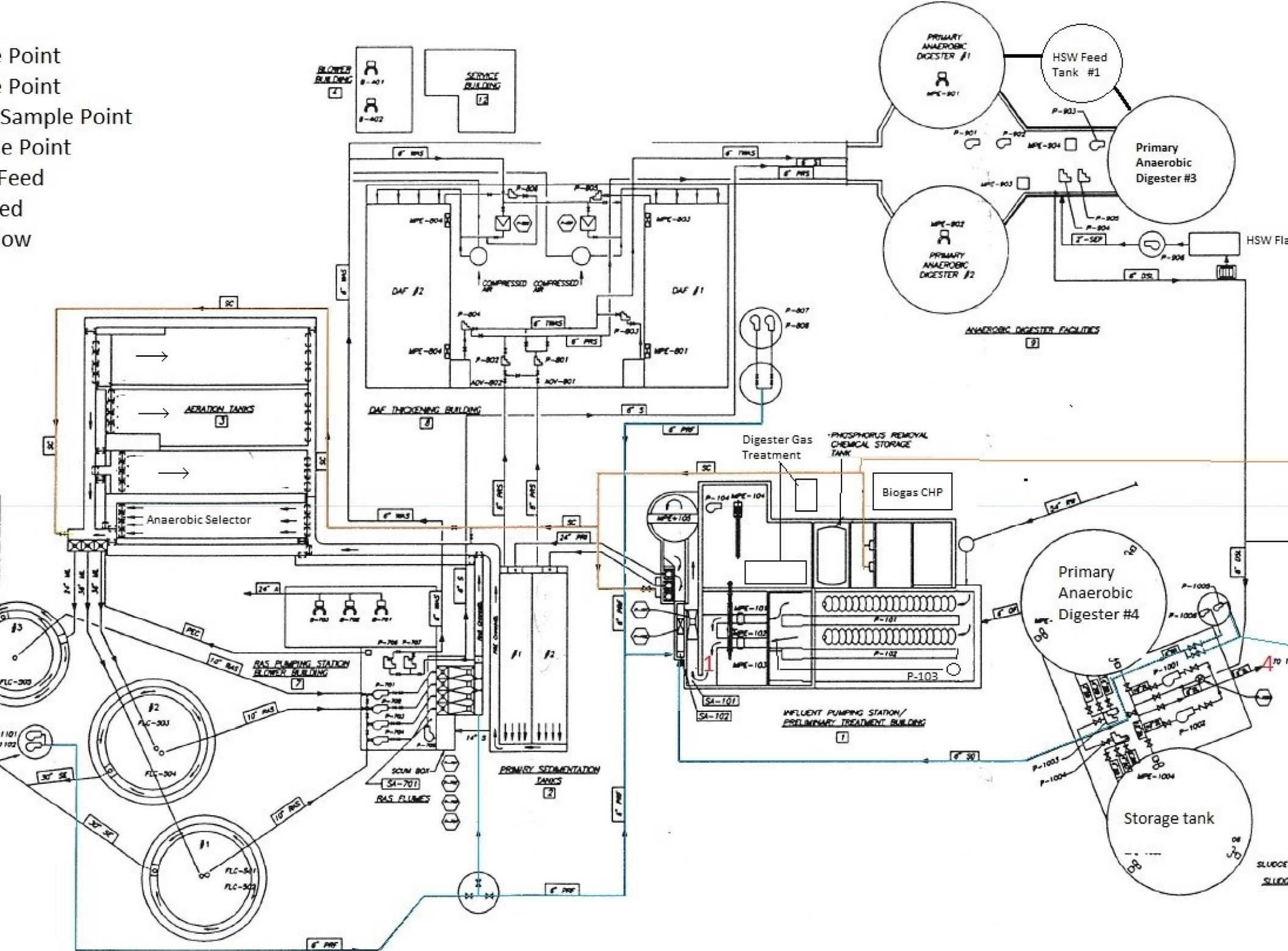
SUBSTANTIAL COMPLIANCE DETERMINATION

Yes	38. Are all conditions of the permit, including standard conditions, being met?	All conditions and standard requirements of the current permit are being met. As identified above, there have been several minor violations of effluent limits, missed samples, and late reporting. However, the facility has taken the necessary steps to correct their actions and nothing further is required.	
Yes	39. IS THE PERMITTEE IN SUBSTANTIAL COMPLIANCE WITH THE PERMIT? If not, please comment.	The facility has met all of the previously required actions as part of the enforcement process. After a desk top review of all [discharge monitoring reports, CMARs, land app reports, compliance schedule items (edit list as needed for a facility)], and a site visit on XX/XX/XX, the facility name has been found to be in substantial compliance with their current permit. The facility currently has an active/open Enforcement Case related to repeated violations of biosolids treatment and land application requirements. Since this case is still active, the facility is not considered in substantial compliance with the permit.	



Flow Schematic & Maps

Point
Point
Sample Point
Point
Feed
ed
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Operator Certification

Operator Certification- DNR WPDES permit compliance inspection

Category	Subclass Letter	Subclass Name	Description
Biological Treatment	A1	Suspended Growth Processes	Activated Sludge and variants
	A2	Attached Growth Processes	Trickling filters, RBCs and biotowers
	A3	Recirculating Media Filters	
	A4	Ponds, Lagoons, and Natural Systems	
	A5	Anaerobic Treatment of Liquid Waste	High strength liquid waste treatment system
Solids Separation	B	Solids Separation	Clarifiers, membranes, filters, tertiary phosphorus removal, etc.
Solids Treatment	C	Biological Solids/Sludge Handling, Processing, and Re-use	Aerobic and anaerobic digestion, thickening, dewatering, land application
Disinfection	D	Disinfection	Chlorination, ultraviolet radiation, ozone
Laboratory	L	Laboratory	Registered or certified on-site laboratories
Nutrient Removal	N	Total Nitrogen	
	P	Total Phosphorus	
Collection System	SS	Sanitary Sewage Collection System	
Special	U	Unique Treatment Systems	Unique, special treatment plants that use biological, chemical or physical methods

Table: Facility specific operator certification

Facility level: Advanced	Required subclasses	A1	B	C	P	D	L	SS	LIC exp date	Exp form needed
Operator										
Chris Lefebvre		A	A	A	A	A	A	B		
Tyler Gilliam		A	A	A	A	A	A	B		
Adam Clark		A	A	A	A	A	A	A		
Michael Federwitz		A	A	A	A	A	A	B		
Benjamin Edwards		B	B	B	B	B	B	B		
Ryan Skrzeczkoski		B	B	B		OIT	OIT	B		

For more information go to: <https://dnr.wi.gov/regulations/opcert/>

For more information on experience forms: <https://dnr.wi.gov/regulations/opcert/forms.html>



DMR Parameter Plots

BOD5, Total

Time Frame

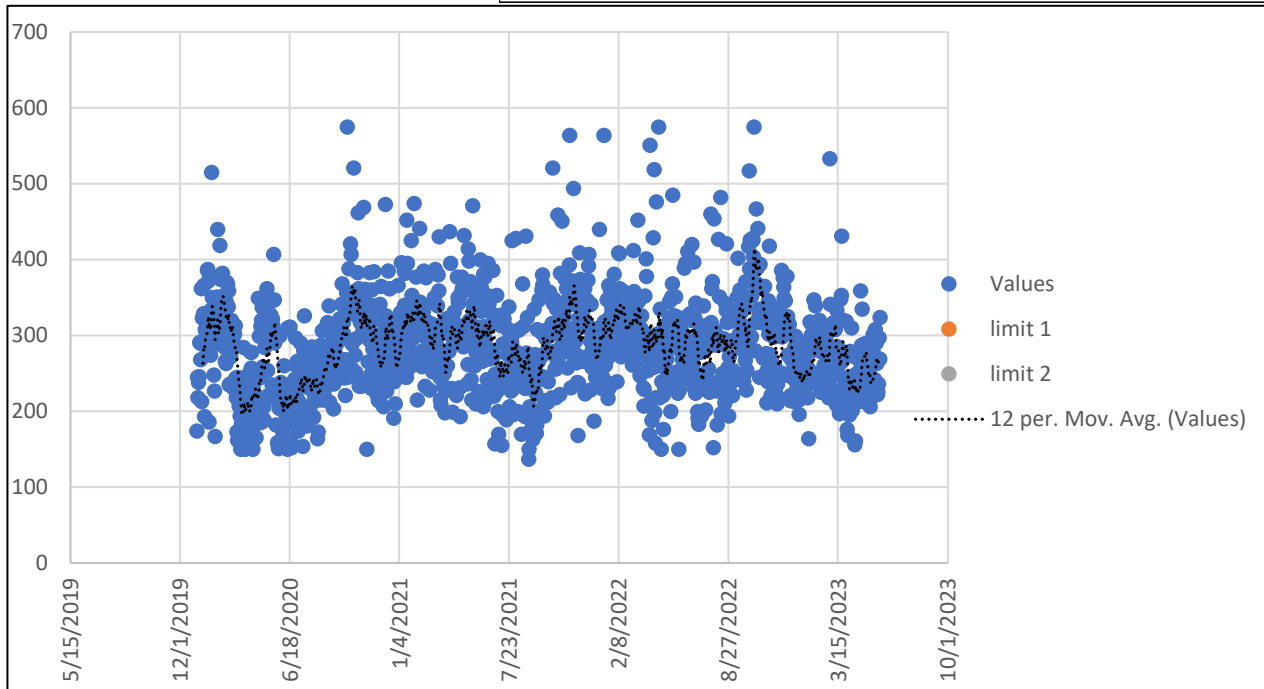
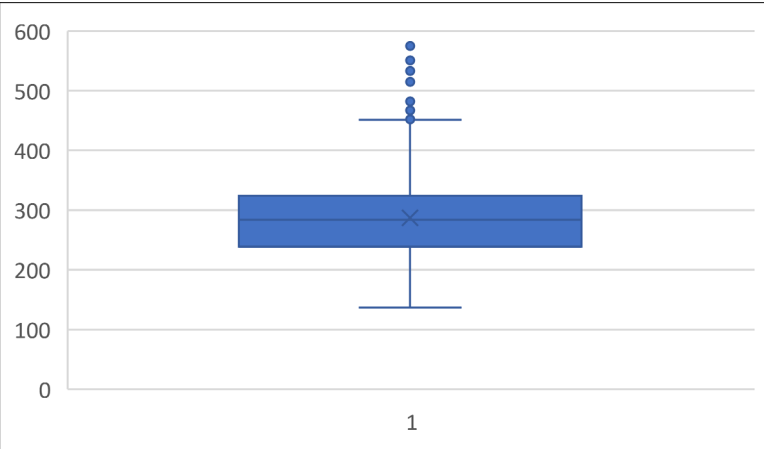
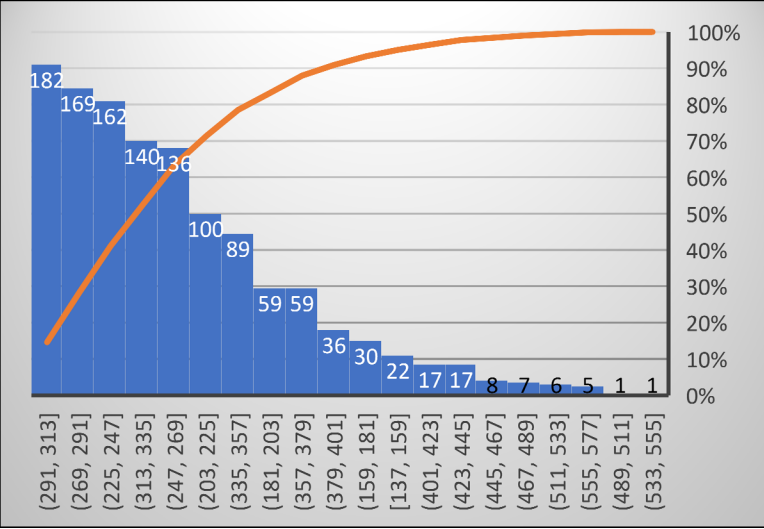
Jan2020-June 2023

Stevens Point

Stats

Average	286.8828
Standard Dev.	67.25525
CV	0.234435
Count	1246
Max Value	575
Min Value	137
first quartile	137
Second Quartile	239.25
Median	284
Third Quartile	324
Max Value	575
30 day p99	316.62
4 day P99	373.93
1 day P99	478.44
Correlation	0.054763

Notes:



CBOD5

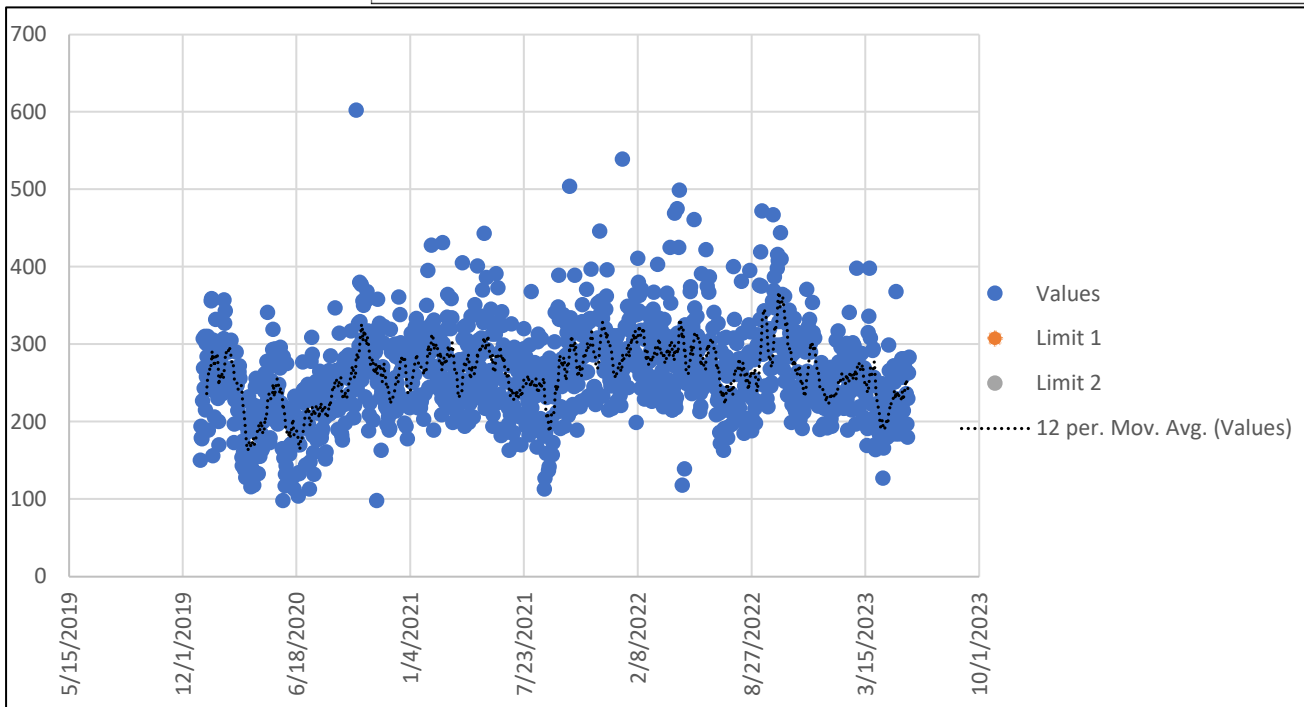
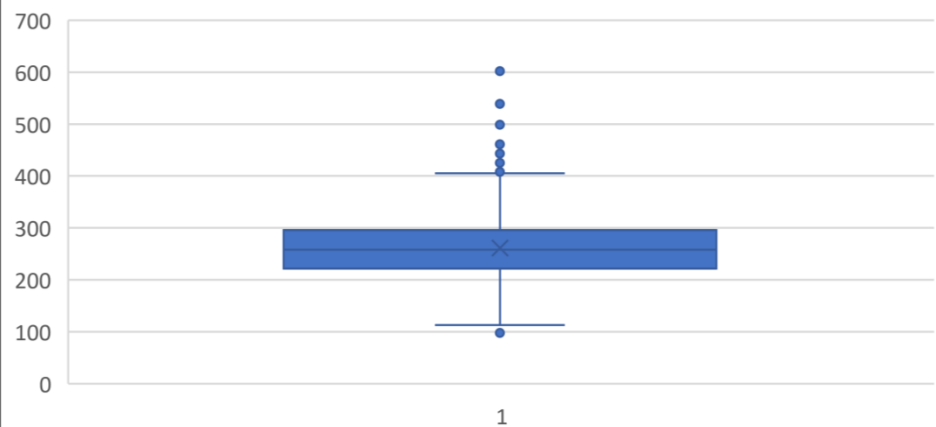
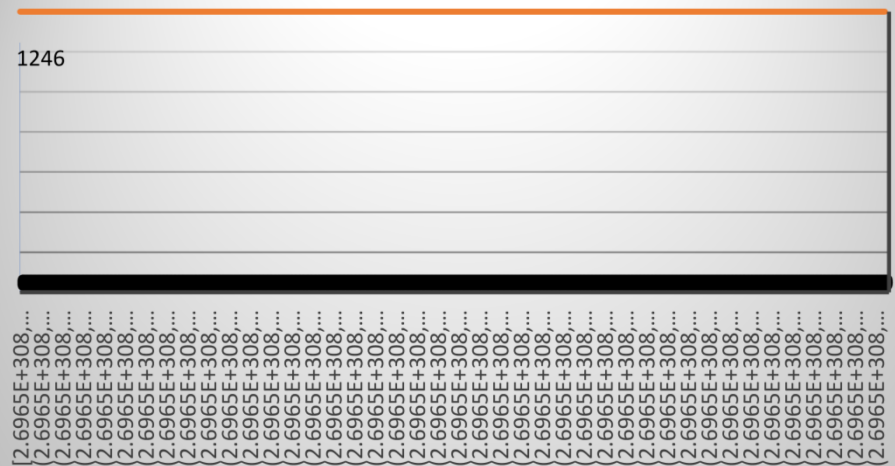
Time Frame
Jan2020-June 2023

Stevens Point

Stats

Average	261.1027
Standard Dev.	60.14812
CV	0.230362
Count	1246
Max Value	602
Min Value	98
first quartile	98
Second Quartile	222
Median	258
Third Quartile	296
Max Value	602
est.30 day p99	287.68
est.4 day P99	338.81
est.1 day P99	431.88
Correlation	0.162429

Notes:



Flow Rate

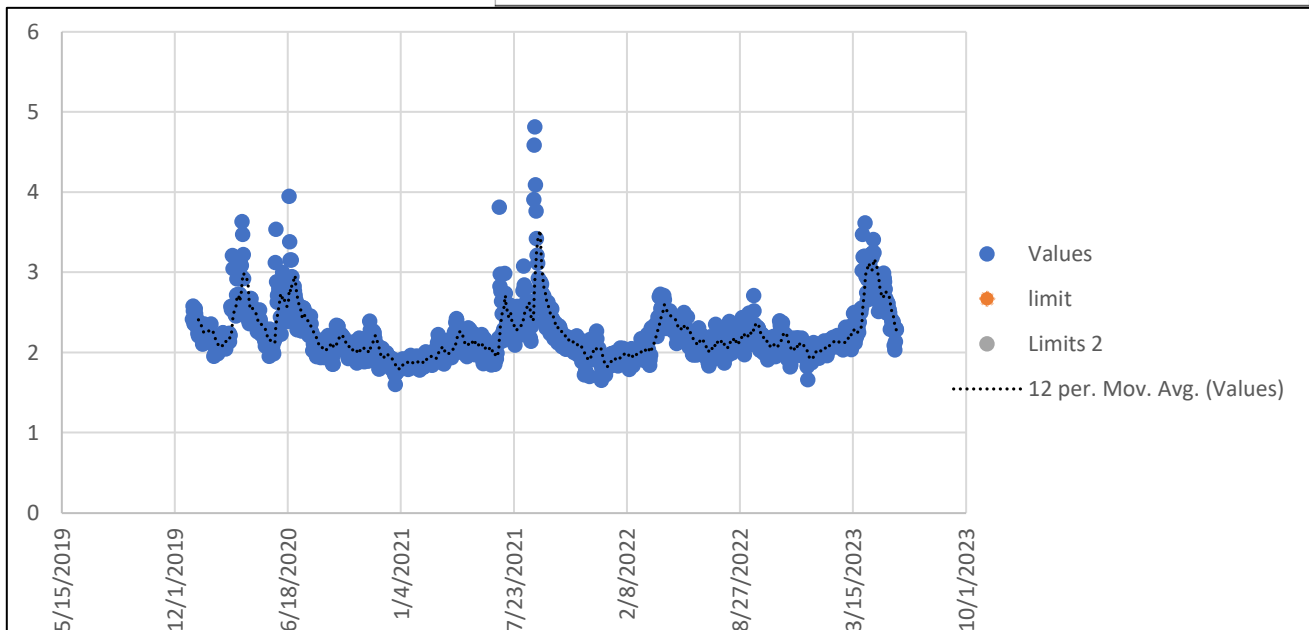
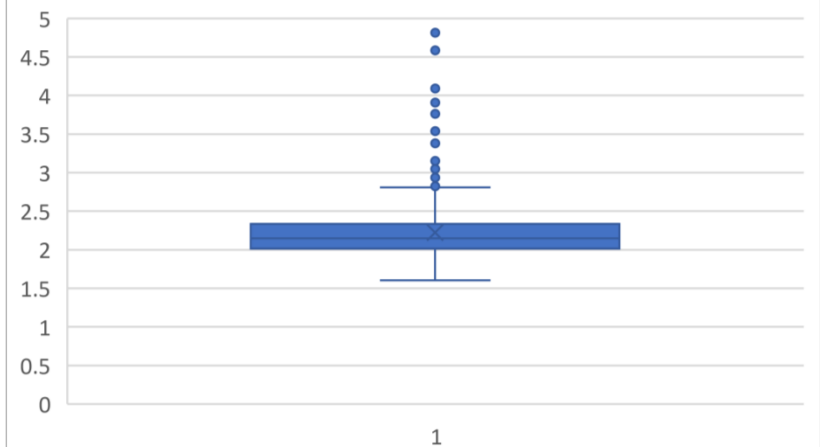
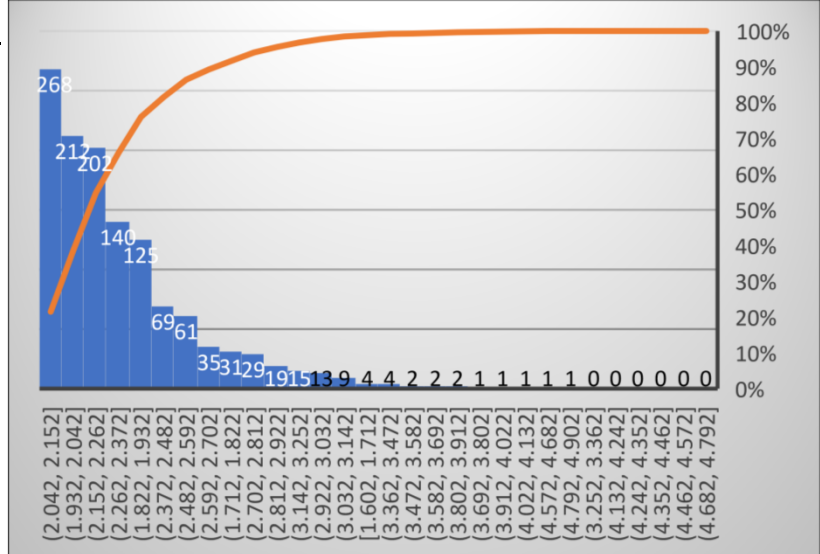
Time Frame
Jan2020-June 2023

Stevens Point

Stats

Average	2.222439
Standard Dev.	0.332052
CV	0.149409
Count	1247
Max Value	4.815
Min Value	1.602
first quartile	1.602
Second Quartile	2.014
Median	2.147
Third Quartile	2.334
Max Value	4.815
30 day p99	2.37
4 day P99	2.64
1 day P99	3.11
Correlation	-0.00292

Notes:



Suspended Solids, Total

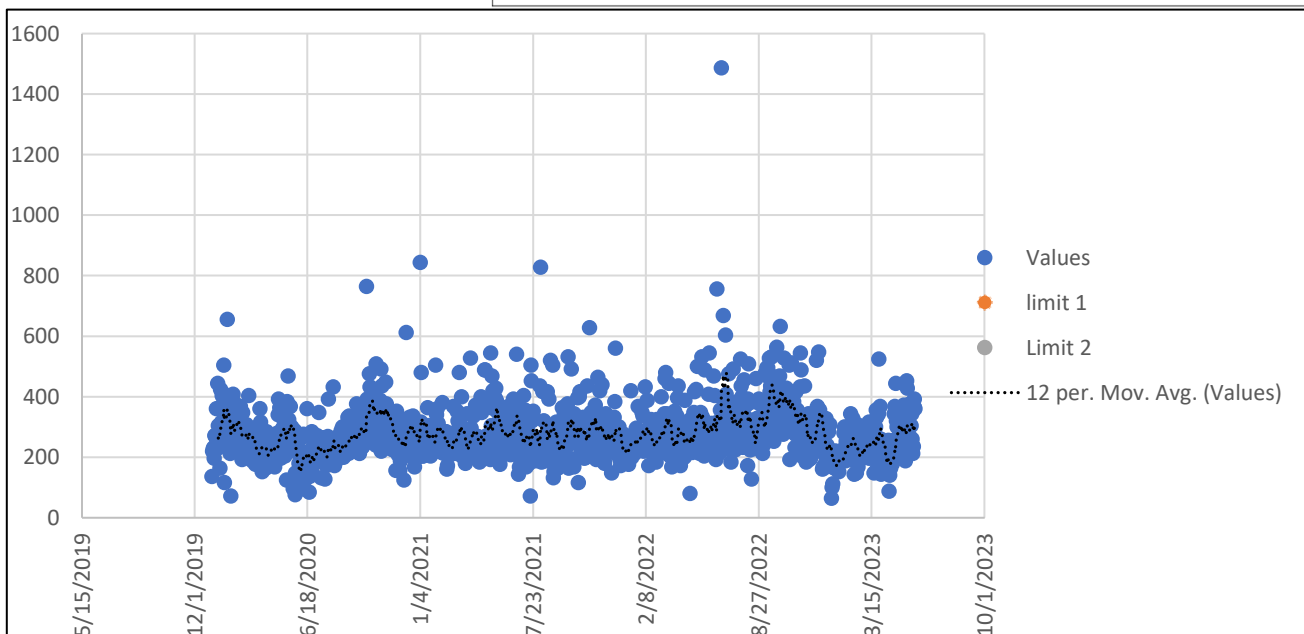
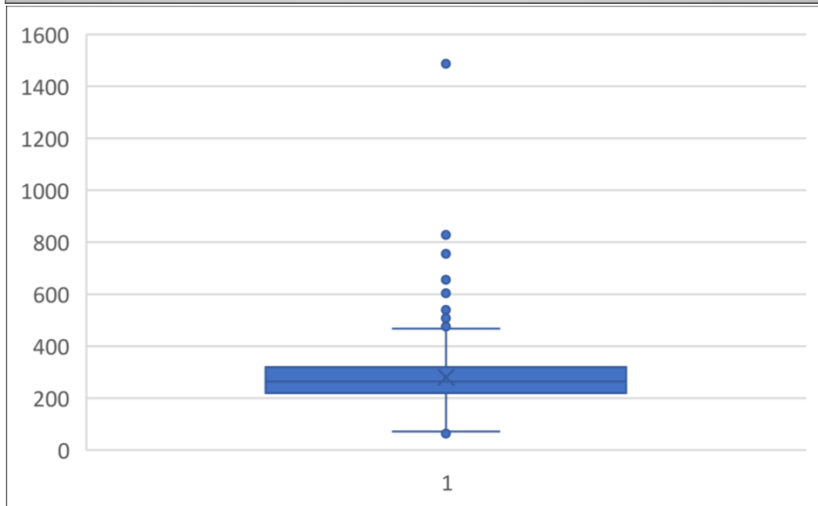
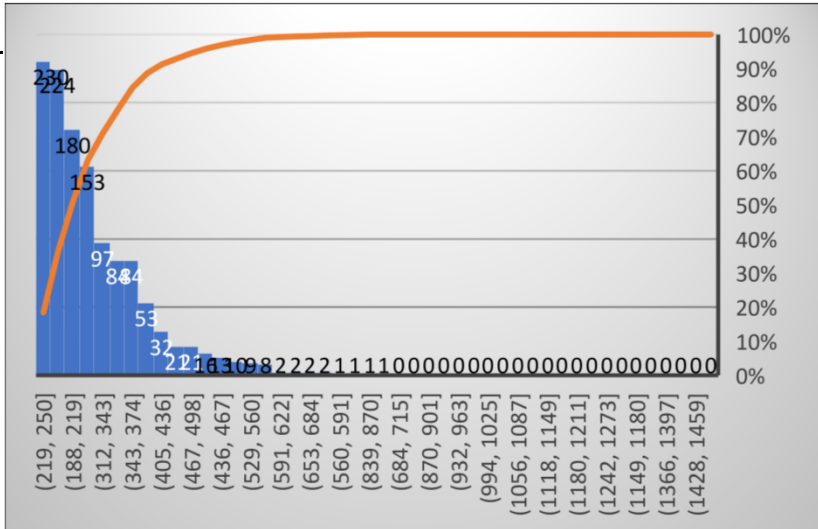
Time Frame
Jan2020-June 2023

Stevens Point

Stats

Average	279.8669
Standard Dev.	96.62417
CV	0.34525
Count	1247
Max Value	1487
Min Value	64
first quartile	64
Second Quartile	220
Median	264
Third Quartile	320
Max Value	1487
30 day p99	323.39
4 day P99	410.90
1 day P99	577.57
Correlation	0.082042

Notes:





CMOM Summary

CMOM Inspection Checklist for Stevens Point WWTP WI- 0029572

Inspected by Nick Lindstrom on 06 / 22 / 2023

CMOM last updated/audited by facility: / /

SUMMARY

Do the separate sections meet the minimum s. NR 210.23(4), Wis. Adm Code requirements?

Goals – ~~Yes~~/No

Organization – ~~Yes~~/No

Legal Authority – ~~Yes~~/No

Operation & Maintenance – Yes/~~No~~

Design & Performance Standards – ~~Yes~~/No

Emergency Response – Yes/~~No~~

OVERALL – ~~Yes~~/No

Please provide more detail in the Operation and Maintenance and Emergency Response sections per the recommendations below

See below for recommendations/comments for each individual section.

Ø

Goals

Current goals: Are they manageable, quantifiable, and realistic?

Recommendations/comments:

Organization

- Ø Ownership and governing body described
 - ☒ Community, governing body and committees described
 - ☒ Governing body decision processes discussed
 - ☒ Policies for laterals, easements, and right of ways discussed
- Ø Organization chart and contact information included and up to date
- Ø Position descriptions included
 - ☒ Work duties and communication responsibilities provided
 - ☒ All work needs covered and appropriately assigned
- Ø Internal communication procedures covered
 - ☒ Emergency procedures (SSO, worker accident, pump failure, etc)
 - ☒ Everyday operations and maintenance activities
 - ☒ Phone tree with home and cell numbers

Underlining indicates components directly required by NR 210.23(4)

- ☒ Public information and education actions
 - ☒ Current steps taken
 - ☐ Planned steps provided

Recommendations/Comments:

Legal Authority Items

- ☐ Sewer Use Ordinance last revised – _____
- ☐ Private Property I/I - Sewer use ordinance addresses private property I/I ?

I/I Source/Incentive	Currently States	Plans for Future Changes
Sump pumps		
Roof and foundation drains	inspections of reconstruction projects and if noticeable	
Televising and repair of private laterals	Inspected by plumbing inspector	
Funding incentives		
Other		

- ☒ New Sewer and Building Sewer Standards - Standards included for
 - ☐ Design –
 - ☐ State Plumbing Code, State Sewerage Codes, Local Municipal Codes
 - ☐ Responsibility of Municipal employee or Contracted services?
 - ☐ Construction –
 - ☐ Installation –
 - ☐ Testing –
 - ☐ Inspection – Responsibility of Municipal employee or Contracted services?
- ☐ Rehabilitated Sewer and Lift Station Standards – Standards provided?
- ☐ Sewage Flows and Monitoring (Satellites and Private Sewer Systems)
 - ☐ List of satellites and privately owned sewage collection systems, their flows, and any pollutants of concern
 - ☐ Current sewer use charge system
 - ☐ Prohibited discharges and special requirements
- ☒ FOG Control
 - ☐ Grease Control and Inspection Program established and documented
 - ☒ Description of implementation and enforcement processes
 - ☒ List of all FOG contributing users provided
 - ☒ List of public information and education materials and how they are used

Ø Enforcement Procedure

- ☒ Enforcement program and steps clearly described and documented for
 - Grease control
 - Regulating flows and loadings from various user groups (industries, satellites, haulers, etc)
 - Private residences
- ☒ Legal counsel reviewed and approved program

Recommendations/Comments:

Recommended to be more specific on enforcement actions of different types of illicit discharges.

Operation and Maintenance

O Replacement parts

- ☐ List of critical replacement equipment and parts needs
- ☐ Equipment locations and contact info for rapid availability delivery

O Map

- ☐ Included in binder or location noted
- ☐ Manhole locations noted with numbered manholes and GPS coordinates
- ☐ Areas of concern noted – pipes under a waterbody, low spots, etc.

O Management System (Database)

- ☐ GIS layers /folder /binders etc.
- ☐ Inspection records included or locations given (written and video)
- ☐ Rehabilitation records
- ☐ Lift station O&M Manuals
- ☐ Records of Board being advised and annual prioritization

O O&M Activities

- ☐ Descriptions of planned O&M activities including:
 - ⌘ Cleaning (% of system/year) 33
 - ⌘ Root Removal (% of system/year)
 - ⌘ Flow Monitoring (% of system/year)
 - Smoke Testing (% of system/year)
 - ⌘ Sewer Line Televising (Recommended at least 10 % of system/year)
 - ⌘ Manhole Inspections (% of system/year) –inspection form included?
 - ⌘ Lift Station O&M (# per L.S/ year) –inspection form included?
 - ⌘ Manhole Rehabilitation (% of manholes rehabed)
 - Mainline Rehabilitation (% of sewer lines rehabed)
 - Private Sewer Inspections (% of system/year)
 - Private Sewer I/I Removal (% of private services)
- ☒ Records of previous years' activities
- ☐ Who maintains the private lateral?
- ☐ Who maintains the private lateral in the right of way?

- O Capacity Assessment Program in place –periodically assess collection system capacity
 - ☐ I/I Analysis
 - ☐ Lift Station Evaluation Report
 - ☐ Sewer System Evaluation Survey (SSES)
 - ☐ System Evaluation and Capacity Assurance Plan (SECAP)
- O Building Backups
 - ☐ Notations of any recorded backups, both public and private fault
 - ☐ Identification of problem areas
 - ☐ Descriptions of actions taken to address frequent backups
- O Training
 - ☐ Plans for sewerage system certification
 - ☐ Records of continuing education credits
 - ☐ List of regularly attended trainings
 - ☐ Safety training and certifications, and relevant expirations
 - ☐ Mandatory emergency response trainings

Recommendations/Comments:

It is recommended to include percentage of system for all O&M activities listed in CMOM
Step 4 of CMOM does not adequately explain the checklist tops, please provide information in CMOM to explain O&M more thoroughly.

Emergency Response Plan

- Ø Communications – include flow chart showing internal and external communication
- O Response Order, Timing, and Clean Up – Documented order of emergency response including:
 - ☐ Initial equipment, equipment locations, and procedure
 - ☐ Follow up steps
 - ☐ Clean up activities
- O Public Notification Procedures
 - ☐ Indicate varying notification based on risk of exposure (Low – notify newspaper High – door-to-door, barricades, etc.) Public notification templates included?
 - ☐ Notification procedures for regional wastewater treatment facilities
 - ☐ Notification procedures for drinking water intake owner notification
 - ☐ Notification procedures to DNR/spills hotline
 - ☐ Copy of SSO form
- Ø Emergency Response Training (see O&M: Training)
- O Correct Implementation of Plan
 - ☐ Methods to ensure proper training
 - ☐ Lessons learned from previous instances and subsequent policy revisions
 - ☐ Routine for testing alarm systems

Recommendations/Comments:

Include the above the emergency response plan



CMAR Summary

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
7/13/2022 **2021**

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)

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
7/13/2022 2021

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Stevens Point Public Utilities

Date of Resolution or
Action Taken:

2022-07-11

Resolution Number:

07112022

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

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
7/13/2022 2021

DNR Response to Resolution or Owner's Statement

Name of Governing
Body or Owner:

Stevens Point Public Utilities

Date of Resolution or
Action Taken:

2022-07-11

Resolution Number:

07112022

Date of Submittal:

7/13/2022

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

Permittee Response:

DNR Response:

Effluent Quality: BOD: Grade = A

Permittee Response:

DNR Response:

Effluent Quality: TSS: Grade = A

Permittee Response:

DNR Response:

Effluent Quality: Ammonia: Grade = A

Permittee Response:

DNR Response:

Effluent Quality: Phosphorus: Grade = A

Permittee Response:

DNR Response:

Biosolids Quality and Management: Grade = A

Permittee Response:

DNR Response:

Staffing: Grade = A

Compliance Maintenance Annual Report

Stevens Point Wastewater Treatment Facility

Last Updated: Reporting For:
7/13/2022 2021

Permittee Response:	
DNR Response: 	
Operator Certification: Grade = A	
Permittee Response:	
DNR Response: 	
Financial Management: Grade = A	
Permittee Response:	
DNR Response: 	
Collection Systems: Grade = A (Regardless of grade, response required for Collection Systems if SSOs were reported)	
Permittee Response:	
DNR Response: 	
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	
Permittee Response:	
DNR G.P.A. Response: 	
DNR CMAR Overall Response: Good work submitting your 2021 CMAR and achieving a 4.0 GPA. The Facility appears to be running well and in good financial shape.	
DNR Reviewer: Lindstrom, Nicholas	Phone:
Address: 1300 W Clairemont Ave, Eau Claire, WI 54701-6127	Date: 9/1/2022



Photolog



Photo 1: Belt Press



Photo 2: 004 Cake



Photo 3: 004 cake hopper



Photo 4: Outfall 005



Photo 5: Outfall 006 reject



Photo 6: Aeration Basin?



Photo 7: Aeration Basin Water Quality



Photo 8: Aeration Basin



Photo 9: Bag station



Photo 10: Clarifier 2 effluent trough



Photo 11: Class A shaker



Photo 12: DAF



Photo 13: DAF collection tank



Photo 14: DO and MLSS probe

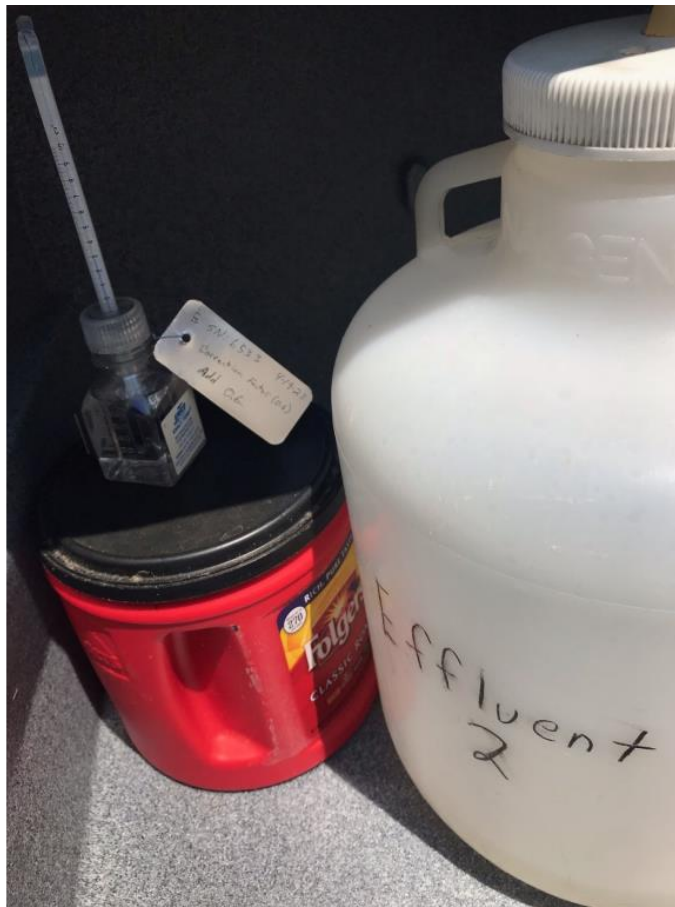


Photo 15: Effluent Carboy



Photo 16: Effluent Weirs

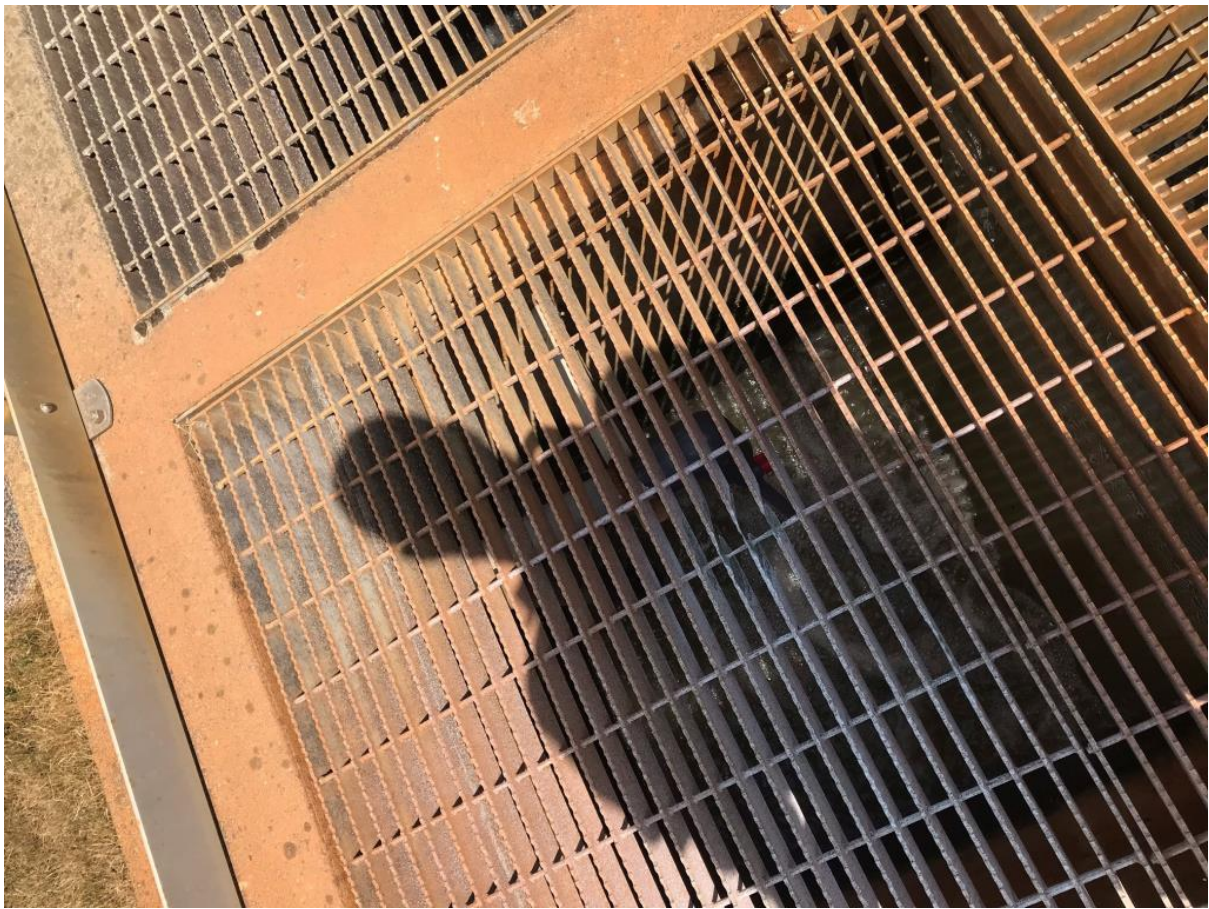


Photo 17: Ferric Addition



Photo 18: Fine Screens



Photo 19: GBT



Photo 20: Grit Chamber

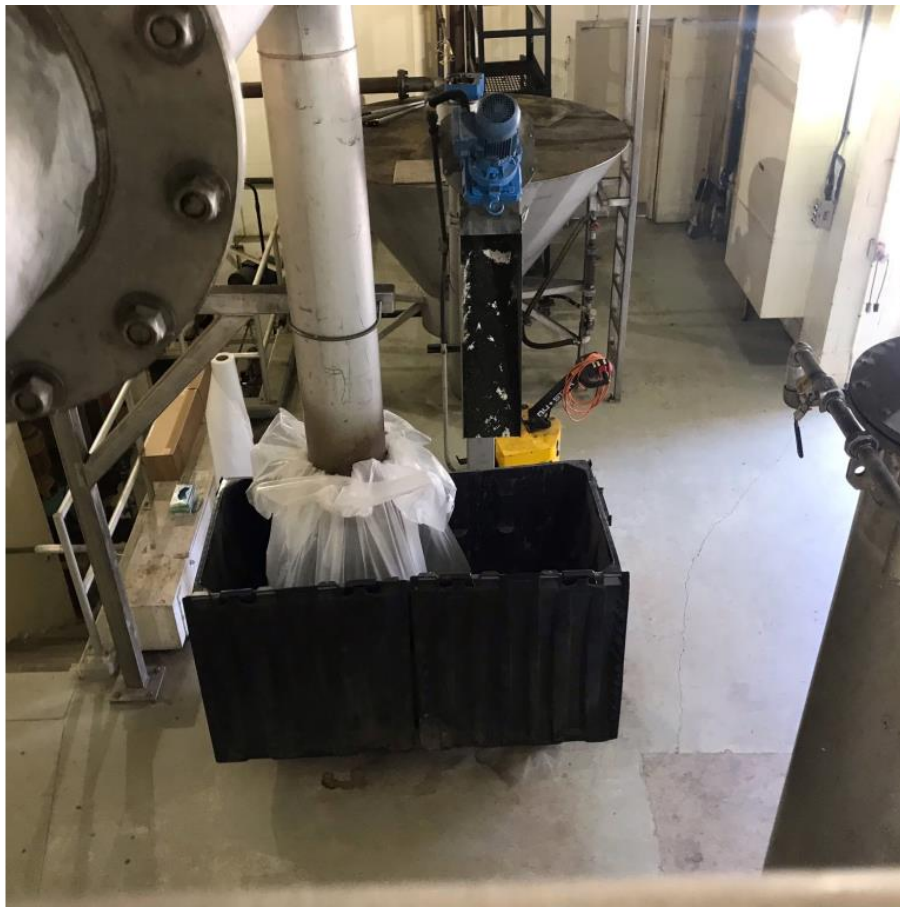


Photo 21: Grit Hopper



Photo 22: brewery and food processor mixed waste



Photo 23: Influent carboy



Photo 24: Influent Flume



Photo 25: North Effluent Clarifier



Photo 26: North Clarifier Weir



Photo 27: North secondary Clarifier



Photo 28: Outfall 002 and 003



Photo 29: Outfall 004



Photo 30: Outfall 006



Photo 31: Outfall



Photo 32: DAF



Compliance- Miscellaneous

Wisconsin Department of Natural Resources
Laboratory Report

7/18/2023 Lab FID: 113133790 Sample ID: 685622001

Laboratory: Wisconsin State Laboratory of Hygiene **DNR ID:** 113133790
PO Box 7996
2601 Agriculture Dr
Madison WI 53718
Phone: 608-224-6203 *Fax:* 608-224-6213

Sample:
Field #: SP-001 *Sample #:* 685622001
Collection Start: 6/22/2023 10:50:00 AM *Collection End:* 6/22/2023 10:52:00 AM
Collected By: NICK LINDSTROM
ID #: *Waterbody/Outfall Id:*
County: *ID Point #:* 001
Sample Location: **Account #:** WW014
Sample Description: 24HR FLOW PROPORTIONAL *Site Description:*
SAMPLE
Sample Source: Effluent *Sample Depth:*
Date Reported: 7/17/2023 *Sample Status:* COMPLETE
Project No: *Sample Reason:*
Comment: Received above required temperature.

Analyses and Results:

Analysis Method		Analysis Date		Lab Comment			Sample ID: 685622001
SM2540D		6/28/2023					
Code	Description	Result	Units	LOD	Report Limit	LOQ	
530	RESIDUE TOTAL NFLT (TOTAL SUSPENDED SOLIDS)	4.20	MG/L	2.0		2.0	

Analysis Method		Analysis Date		Lab Comment			Sample ID: 685622001
EPA 350.1		7/5/2023					
Code	Description	Result	Units	LOD	Report Limit	LOQ	
608	NITROGEN NH3-N DISS	28.2	MG/L	0.600		1.95	

Analysis Method		Analysis Date		Lab Comment		Sample ID: 685622001
EPA 351.2		7/14/2023				
Code	Description	Result	Units	LOD	Report Limit	LOQ
625	NITROGEN KJELDAHL TOTAL	29.6	MG/L	1.04		3.48

Analysis Method		Analysis Date		Lab Comment		Sample ID: 685622001
EPA 353.2		7/5/2023				
Code	Description	Result	Units	LOD	Report Limit	LOQ
631	NITROGEN NO3+NO2 DISS (AS N)	0.859	MG/L	0.0550		0.184

Analysis Method		Analysis Date		Lab Comment		Sample ID: 685622001
EPA 353.2		6/30/2023				
Code	Description	Result	Units	LOD	Report Limit	LOQ
600	NITROGEN TOTAL	21.2	MG/L	0.174		0.576

Analysis Method		Analysis Date		Lab Comment		Sample ID: 685622001
EPA 365.1		6/30/2023				
Code	Description	Result	Units	LOD	Report Limit	LOQ
665	PHOSPHORUS TOTAL	0.202	MG/L	0.00900		0.0300

Analysis Method		Analysis Date		Lab Comment		Sample ID: 685622001
SM4500-CL-E		7/3/2023				
Code	Description	Result	Units	LOD	Report Limit	LOQ
940	CHLORIDE	211	MG/L	6.80		22.8

Analysis Method		Analysis Date		Lab Comment			Sample ID: 685622001
EPA 200.7		7/5/2023					
Code	Description	Result	Units	LOD	Report Limit	LOQ	
1119	COPPER TOT REC	9.87	ug/L	5.00		15.0	

Analysis Method		Analysis Date		Lab Comment			Sample ID: 685622001
EPA 245.1		7/13/2023					
Code	Description	Result	Units	LOD	Report Limit	LOQ	
71900	MERCURY TOTAL	ND	ug/L	0.030		0.080	