

City of Portage
Municipal Services and Utilities Committee Meeting
Thursday, August 6th, 2015, 5:30 p.m.
Municipal Building, 115 West Pleasant Street
Conference Room One
Agenda

Members: Doug Klapper, Chairperson; Rick Dodd, Mary E. Hamburg, William A. Kutzke, Jeffrey F. Monfort

1. Roll Call
2. Approval of meeting minutes from meeting on Thursday June 4th, 2015.
3. Approval of meeting minutes from meeting on Thursday July 2nd, 2015.
4. Discussion and possible action on 2014 Wastewater Compliance Maintenance Annual Report (CMAR).
5. Discussion and possible action on 2016 Budget & 5-yr. Capital Improvement Programs (CIP's).
6. Discussion and possible action on Engineering Contract for River Street Reconstruction.
7. Discussion and possible action on Design Contract for Water Department Maintenance Facility.
8. Discussion and possible action on Contract for Installing 4 Screw Pump Gear Reducers.
9. Public Works Director's Report.
 - Update on East Wisconsin Street-Dewitt Street Reconstruction Project
 - Update on Ray-O-Vac Lift Station upgrade Project
 - Update on East Haertel Street Reconstruction Project
 - Update on Design Contract for Segment 2 of the Portage Canal.
10. Adjournment

**City of Portage
Municipal Services and Utilities Committee Meeting
Thursday June 4, 5:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Minutes**

Members Present: Doug Klapper, Chairperson; Mary E. Hamburg; Jeffrey F. Monfort; Rick Dodd; William A. Kutzke.

Others Present: Robert Redelings, Public Works Director; Shawn Murphy, City Administrator; Tammy O'Leary; Public Works Secretary; Jon Stefonek; PDR; Bill Welsh; CATV.

1. Roll Call

The meeting was called to order at 5:30 p.m.

2. Approval of meeting minutes from meeting on Thursday May 7, 2015.

**Motion by Dodd second by Monfort to approve the minutes from May 7, 2015.
Roll Call. Passed 5-0.**

3. Update on Commercial Garbage Collection Survey.

Redelings stated the return date for the survey was June 1. Administrator Murphy stated 110 surveys were returned with approximately 90 businesses that still need to respond. Murphy stated for clarification that industrial and manufacturing companies do not qualify for City garbage pick-up and only residential customers qualify for recycling. Murphy stated the City would be contacting those businesses to get an accurate list before the end of the month. There will be a letter sent out to all businesses once the required information is collected on sticker placement, schedule, etc.

4. Report on DNR visit to WWTP and WPDES permit.

Redelings stated the visit from the DNR at the WWTP went well. The WPDES permit is renewed every 5 years and is due in July. STRAND will be reviewing the information, working with DNR and returning the suggestions to the City. The City should have the final permit by the beginning of next year, backdated to July 2015. One of the areas discussed was future requirements on phosphorus levels.

5. Discussion and possible action on 2015 Projects.

Redelings reviewed all capital projects for 2015 and their current status.

No action taken.

6. Discussion and possible action on 2016 projects.

Redelings discussed the planned 2016 projects and was seeking direction on the below projects in preparation for the 2016 budget process. Committee discussed all the below projects and gave direction to Redelings on items to bring back to the next committee meeting with additional information on projects including estimates.

- **Trail along Wisconsin River-additional alternatives and estimates needed.**
Due to potential impacts on trees and difficult construction along the river, sidewalks and bike lanes may be more appropriate than a multi-purpose trail.
- **Commercial Garbage Collection-already reviewed above.**
- **House of Clocks Stairwell- plan for 2016.**
The property owner needs to be contacted again to ensure he's on board with the plan.
- **New Pinery Rd Traffic Studies- need additional information and estimates.**
An RFP for services will provide the cost information needed.
- **Theater pedestrian crossing-need to refine estimates.**
- **Chamber Plaza Street scape- The plan was presented.**
- **W. Conant St. Parking Structure- need cost estimates for demolition and converting to an at grade parking lot only.**
- **Museum Roof- need estimates.**
- **Municipal Building Roof- need estimates.**

7. Discussion and possible action on GEC Agreement for the E. Haertel St. Environmental Monitoring.

Redelings stated that he had recently attended a preconstruction conference on the E. Haertel street project that he was informed to get GEC on board for the Environmental Monitoring. Murphy stated because the work is being done on a past

landfill the possibility of remediation needs to be reviewed. Redelings reviewed the contract with the committee and estimated the work to be less than 40 hours.

Motion by Dodd and second by Kutzke to accept the contract with GEC with the revision to not exceed \$3400. Roll Call. Passed 5-0.

8. Discussion and possible action on 2015 Sidewalk Project.

Redelings stated we had received bids on the 2015 Project. Redelings recommends Van's Construction for the project of the new and repair of 2015 Sidewalk Project in the amount of \$66,566.00.

Motion by Monfort and second by Dodd to recommend the bid for the 2015 Sidewalk Project to Van's Construction in the amount of \$66,566.00 Roll Call. Passed 5-0.

9. Public Works Director's Report.

- **PATHS signage update.**
- **ATC Transmission Line upgrade.**

Redelings gave a PATHS sign update that the City has not received a permit for the signs from Fred Galley yet on the signage including locations and quantities. The City has some concerns including stability of the signs with the suggested brackets and recommending the removal of the website address for paths on the signs.

Redelings reviewed diagrams of the 2017 ATC transmission Line upgrade with the changes in pole locations. Redelings stated that ATC was looking for approval because of the lengthy timeframe of obtaining the poles (a year) and the new locations requiring easements. Committee had concerns on the disturbance of the osprey nests and requested additional information on retaining the pole on the island in the River.

10. Adjournment

Move to adjourn at 7:40 p.m. by Monfort and second by Dodd. Roll Call. Passed 5-0.

Prepared by Tammy O'Leary, Public Works Secretary.

**City of Portage
Municipal Services and Utilities Committee Meeting
Thursday July 2, 5:30 p.m.
Municipal Building, 115 West Pleasant Street, Conference Room One
Minutes**

Members Present: Doug Klapper, Chairperson; Mary E. Hamburg arrive at 5:37 p.m.; Jeffrey F. Monfort; William A. Kutzke; Rick Dodd.

Others Present: Shawn Murphy, City Administrator; Tammy O'Leary; Public Works Secretary; Bill Welsh; CATV.

1. Roll Call

The meeting was called to order at 5:30 p.m.

2. Approval of meeting minutes from meeting on Thursday June 4, 2015.

Motion by Monfort second by Kutzke to approve the minutes from June 4, 2015.

Montfort withdraws motion and Kutzke second.

Bring back action at August meeting.

3. Update on Commercial Garbage Collection Survey.

City Administrator Murphy gave an update on the Commercial Garbage collection stating a Follow up from the Survey (147 received) revealed the following (As of 7/2/2015):

1. City collecting from 133 businesses. We were collecting from 150.
 - a. The list of Commercial Customers was outdated.
 - b. We discontinued collection from 22 businesses (13 industrial, multi-business, out of business, etc) and removed 12 from the list that are vacant properties, city, county owned, etc
 - c. We added 17 new businesses.
2. We added 10 tax-exempt properties for a total of 22.
3. We collected and re-distributed 16 carts.

More will be added after first week of bi-weekly collection commences next week.

City Administrator stated one garbage cart per each parcel number for commercial use. If multiple businesses are on the one parcel, only one commercial cart can be given. If on the same parcel there are residential units those units are covered on the residential garbage collection.

4. Discussion and possible action on an additional 2016 Project-Jefferson Street Storm Water Pump Station (west side).

City Administrator Murphy stated lift station replaced east side 5 years ago, West station has 2 inch discharge, one pump and controls are in pit. Propose to relocate control panel outside of pit, increase discharge, replace pump & install redundant pump. This item will come back to Municipal Services with cost estimations at a future meeting.

5. Superintendent's Report given by City Administrator Murphy

- 2015 Street Rating (PASER) update

Kim completed inspection and ratings of streets. In the process of updating the WISLR (WI's Information System for Local Roads) map and report that is due 12/15/2015.

- PATHS signage update

Fred Galley submitted inventory and location of proposed sign installations. We have reviewed and with the exception of a few locations that will need to be moved, we plan to issue permit this month. Galley needs to order sign mounting brackets installation expected completion in August.

- Sump Pump Connections to Sanitary Sewers

Sump Pump Connections to Sanitary Sewers: Approximately 50 letters sent to residents with sumps connected to sanitary sewers informing them of the need to disconnect. They have until 9/1/2015 to comply.

City Administrator Murphy also stated:

~CP Rail removed rails on E. Mullet St. Wauona Trail crossing upgrade scheduled for 2016.

~E Haertel St: Project pretty much on schedule. Surcharge fill material almost installed-will need to sit for 30 days (during which there will be minimal activity) after which flatwork will be installed. Significant settling of drainpipe occurred on north side after installation (partly due to large rain event on 6/25/15). Additionally, an emergency, unplanned project arose that the City is undertaking regarding drainage from Subway lift station. Discharge pipes from the storm lift station north side of rail overpass on New Pinery apparently cross E Haertel St and empty in Upper Mud Lake. These pipe(s) were not encountered during excavation of material and installation of surcharge on E. Haertel St, however the weight of the additional surcharge material most likely collapsed the pipes resulting in a blockage of the discharge when the subway lift station operated. This resulted in erosion of the surcharge material and ponding of water on the south side of Haertel St. The City engaged Davis Construction to dig down, expose the

discharge pipes and install connections to route the discharge to the newly installed drainage pipe crossing Haertel to Mud Lake.

6. Adjournment

**Move to adjourn at 5:51 p.m. by Dodd and second by Monfort.
Roll Call. Passed 5-0.**

Prepared by Tammy O'Leary, Public Works Secretary.

Compliance Maintenance Annual Report

Portage Wastewater Treatment Facility

Last Updated: Reporting For:

7/6/2015

2014

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

1.1 Verify the following monthly flows and (C)BOD loadings to your facility.

Outfall No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	1.5002	x	303	x	8.34	=	3,796
February	1.5817	x	271	x	8.34	=	3,576
March	1.6542	x	256	x	8.34	=	3,530
April	1.6740	x	272	x	8.34	=	3,798
May	1.6436	x	273	x	8.34	=	3,748
June	1.6112	x	281	x	8.34	=	3,770
July	1.5423	x	290	x	8.34	=	3,735
August	1.4931	x	285	x	8.34	=	3,545
September	1.5210	x	277	x	8.34	=	3,515
October	1.5094	x	294	x	8.34	=	3,696
November	1.4792	x	304	x	8.34	=	3,750
December	1.5106	x	303	x	8.34	=	3,796

2. Maximum Month Design Flow and Design (C)BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	2.102	x	90	=	1.8918
		x	100	=	2.102
Design (C)BOD, lbs/day	5000	x	90	=	4500
		x	100	=	5000

2.2 Verify the number of times the flow and (C)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 (C)BOD was greater than 90% of design	Number of times (C)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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Portage Wastewater Treatment Facility

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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)

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 gallons

No

Holding Tanks

Yes 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.

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

Yes

No

If yes, describe the situation and your community's response.

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

Yes

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- 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.

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

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Portage Wastewater Treatment Facility

Last Updated: Reporting For:

7/6/2015

2014

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	6	1	0	0
February	25	22.5	6	1	0	0
March	25	22.5	7	1	0	0
April	25	22.5	9	1	0	0
May	25	22.5	8	1	0	0
June	25	22.5	5	1	0	0
July	25	22.5	5	1	0	0
August	25	22.5	5	1	0	0
September	25	22.5	5	1	0	0
October	25	22.5	4	1	0	0
November	25	22.5	5	1	0	0
December	25	22.5	5	1	0	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?

None Required.

2. Flow Meter Calibration

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

Yes

Enter last calibration date (MM/DD/YYYY)

07/28/2014

No

If No, please explain:

3. Treatment Problems

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

There was a septic hauler that was bringing in mixed loads of holding and septic waste. Major impact was on the RBC's loadings. We almost exceeded our CBOD monthly limits. we stopped the septic hauler from coming into the plant till the RBC's recovered.

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

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- No

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:

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

Compliance Maintenance Annual Report

Portage Wastewater Treatment Facility

Last Updated: Reporting For:

7/6/2015

2014

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	11	1	0	0
February	30	27	11	1	0	0
March	30	27	12	1	0	0
April	30	27	18	1	0	0
May	30	27	19	1	0	0
June	30	27	12	1	0	0
July	30	27	8	1	0	0
August	30	27	11	1	0	0
September	30	27	11	1	0	0
October	30	27	12	1	0	0
November	30	27	13	1	0	0
December	30	27	12	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?

None Required.

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

Compliance Maintenance Annual Report

Portage Wastewater Treatment Facility

Last Updated: Reporting For:

7/6/2015

2014

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	1	0.8	1	0
February	1	0.6	1	0
March	1	0.9	1	0
April	1	0.9	1	0
May	1	0.9	1	0
June	1	0.5	1	0
July	1	0.5	1	0
August	1	0.7	1	0
September	1	0.9	1	0
October	1	0.6	1	0
November	1	0.7	1	0
December	1	0.6	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?

None Required.

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

Compliance Maintenance Annual Report

Portage Wastewater Treatment Facility

Last Updated: Reporting For:

7/6/2015

2014

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:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

1084.70 acres

2.1.2 How many acres did you use?

143.5 acres

2.2 If you did not have enough acres for your land application needs, what action was taken?

None Required.

2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?

Yes (30 points)

No

2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?

Yes

No (10 points)

N/A

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 - 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		11.7												0	0
Cadmium		39	85		1.2												0	0
Copper		1500	4300		682												0	0
Lead		300	840		20.7												0	0
Mercury		17	57		.098												0	0
Molybdenum	60		75		9.6											0		0
Nickel	336		420		13											0		0
Selenium	80		100		5.6											0		0
Zinc		2800	7500		865												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)

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Portage Wastewater Treatment Facility

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2014

- 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?

0

None Required.

4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, Contact Us.

Outfall Number:	008
Biosolids Class:	B
Bacteria Type and Limit:	F
Sample Dates:	01/01/2014 - 12/31/2014
Density:	1,700,000
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	ANAER
Process Description:	We have two digesters, Primary digester 55 foot diameter with a SWD of 25 feet. Holds 444,300 gallons of cothicken sludge from the primary clarifiers. Sludge is heated and mixed. The biosolids from the primary flow by gravity to the secondary digester, 55 foot diameter with a SWD of 24.33 feet. Holds approximately 432,400 gallons of biosolids. The biosolids in both tanks are heated and our mixed with gas mixers. A new mixing system is going to be installed late spring, early summer in both digesters. Biosolids are pumped from the secondary to a belt press to form a cake sludge. Cake sludge is hauled to approved farm land.

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?

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Portage Wastewater Treatment Facility

Last Updated: Reporting For:
7/6/2015 **2014**

	0																													
<p>5. Vector Attraction Reduction (per outfall):</p> <p>5.1 Verify the following information. If any of the information is incorrect, Contact Us.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Outfall Number:</td> <td style="text-align: center;">008</td> </tr> <tr> <td>Method Date:</td> <td style="text-align: center;">02/03/2014</td> </tr> <tr> <td>Option Used To Satisfy Requirement:</td> <td style="text-align: center;">VSR</td> </tr> <tr> <td>Requirement Met:</td> <td style="text-align: center;">Yes</td> </tr> <tr> <td>Land Applied:</td> <td style="text-align: center;">Yes</td> </tr> <tr> <td>Limit (if applicable):</td> <td style="text-align: center;">38</td> </tr> <tr> <td>Results (if applicable):</td> <td style="text-align: center;">47.70</td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Outfall Number:</td> <td style="text-align: center;">008</td> </tr> <tr> <td>Method Date:</td> <td style="text-align: center;">02/03/2014</td> </tr> <tr> <td>Option Used To Satisfy Requirement:</td> <td style="text-align: center;">VSR</td> </tr> <tr> <td>Requirement Met:</td> <td style="text-align: center;">Yes</td> </tr> <tr> <td>Land Applied:</td> <td style="text-align: center;">Yes</td> </tr> <tr> <td>Limit (if applicable):</td> <td style="text-align: center;">38</td> </tr> <tr> <td>Results (if applicable):</td> <td style="text-align: center;">46.80</td> </tr> </table> <p>5.2 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p><input type="radio"/> Yes (40 Points)</p> <p><input checked="" type="radio"/> No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		Outfall Number:	008	Method Date:	02/03/2014	Option Used To Satisfy Requirement:	VSR	Requirement Met:	Yes	Land Applied:	Yes	Limit (if applicable):	38	Results (if applicable):	47.70	Outfall Number:	008	Method Date:	02/03/2014	Option Used To Satisfy Requirement:	VSR	Requirement Met:	Yes	Land Applied:	Yes	Limit (if applicable):	38	Results (if applicable):	46.80	0
Outfall Number:	008																													
Method Date:	02/03/2014																													
Option Used To Satisfy Requirement:	VSR																													
Requirement Met:	Yes																													
Land Applied:	Yes																													
Limit (if applicable):	38																													
Results (if applicable):	47.70																													
Outfall Number:	008																													
Method Date:	02/03/2014																													
Option Used To Satisfy Requirement:	VSR																													
Requirement Met:	Yes																													
Land Applied:	Yes																													
Limit (if applicable):	38																													
Results (if applicable):	46.80																													
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p><input checked="" type="radio"/> >= 180 days (0 Points)</p> <p><input type="radio"/> 150 - 179 days (10 Points)</p> <p><input type="radio"/> 120 - 149 days (20 Points)</p> <p><input type="radio"/> 90 - 119 days (30 Points)</p> <p><input type="radio"/> < 90 days (40 Points)</p> <p><input type="radio"/> N/A (0 Points)</p> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		0																												
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; padding: 5px;">None Required.</div>																														

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

Compliance Maintenance Annual Report

Portage Wastewater Treatment Facility

Last Updated: Reporting For:

7/6/2015

2014

Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes (Continue with question 2)<input type="radio"/> No (40 points) <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<ul style="list-style-type: none"><input type="radio"/> Paper file system<input type="radio"/> Computer system<input checked="" type="radio"/> Both paper and computer system<input type="radio"/> No (10 points)	0
<p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M Manual that can be used as a reference when needed?</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Yes<input type="radio"/> No	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"><input checked="" type="radio"/> Excellent<input type="radio"/> Very good<input type="radio"/> Good<input type="radio"/> Fair<input type="radio"/> Poor <p>Describe your rating:</p>	

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2014

Each operator has been trained in maintaining plant equipment and are able to preform maintenance task at regular intervals. OPS maintenance program is used to keep tract of plant maintenance, equipment in the plant and different types of maintenance for each piece of plant equipment.

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

Compliance Maintenance Annual Report

Portage Wastewater Treatment Facility

Last Updated: Reporting For:
7/6/2015 2014

Operator Certification and Education

<p>1. Operator-In-Charge</p> <p>1.1 Did you have a designated operator-in-charge during the report year?</p> <p>● Yes (0 points)</p> <p>○ No (20 points)</p> <p>Name <input type="text" value="DAVID HORNISCHER"/></p> <p>Certification No: <input type="text" value="11458"/></p>	0
<p>2. Certification Requirements</p> <p>2.1 In accordance with Chapter NR 114.08 and 114.09, Wisconsin Administrative Code, what grade and subclass(es) were required for the operator-in-charge to operate the wastewater treatment plant and what grade and subclass(es) were held by the operator-in-charge?</p> <p>Required:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>4 - ABEFGIJ; A - PRIMARY SETTLING; B - TRICKLING FILTER/RBC; E - DISINFECTION; F - ANAEROBIC DIGESTION; G - MECHANICAL SLUDGE; I - PHOSPHORUS REMOVAL; J - LABORATORY</p> </div> <p>Held:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> <p>4 - ABEFGIJ; 2 - C; 4 - A=PRIMARY SETTLING GRADE 4; B=TRICKLING FILTER/RBC GRADE 4; E=DISINFECTION GRADE 4; F=ANAEROBIC DIGESTION GRADE 4; G=MECHANICAL SLUDGE GRADE 4; I=PHOSPHORUS REMOVAL GRADE 4; J=LABORATORY GRADE 4; 2 - C=ACTIVATED SLUDGE GRADE 2</p> </div> <p>2.2 Was the operator-in-charge certified at the appropriate level to operate this plant?</p> <p>● Yes (0 points)</p> <p>○ No (20 points)</p>	0
<p>3. Succession Planning</p> <p>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)?</p> <p><input checked="" type="checkbox"/> One or more additional certified operators on staff</p> <p><input type="checkbox"/> An arrangement with another certified operator</p> <p><input type="checkbox"/> An arrangement with another community with a certified operator</p> <p><input checked="" type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year</p> <p><input checked="" type="checkbox"/> A consultant to serve as your certified operator</p> <p><input type="checkbox"/> None of the above (20 points)</p> <p>If "None of the above" is selected, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	0
<p>4. Continuing Education Credits</p> <p>4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?</p> <p>Grades T, 1, and 2:</p> <p>○ Averaging 6 or more CECs per year.</p> <p>○ Averaging less than 6 CECs per year.</p> <p>Grades 3 and 4:</p> <p>● Averaging 8 or more CECs per year.</p> <p>○ Averaging less than 8 CECs per year.</p>	

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

Compliance Maintenance Annual Report

Portage Wastewater Treatment Facility

Last Updated: Reporting For:
7/6/2015 2014

Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 300px;" type="text" value="Jean E Mohr , City Finance Director"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="(608) 742-217"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="jean.mohr@portagewi.gov"/></p>																									
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 80px;" type="text" value="2014"/></p> <p><input checked="" type="radio"/> 0-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p><input checked="" type="radio"/> Yes (0 points)</p> <p><input type="radio"/> No (40 points)</p>	0																								
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]																									
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 80px;" type="text" value="2014"/></p> <p><input checked="" type="radio"/> 1-2 years ago (0 points)</p> <p><input type="radio"/> 3 or more years ago (20 points)</p> <p><input type="radio"/> N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																									
<p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 30%; text-align: right;"><input style="width: 150px;" type="text" value="1,627,892.00"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="1,627,892.00"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="119,218.00"/></td> </tr> <tr> <td>3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)</td> <td style="text-align: center;">-</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="843,744.00"/></td> </tr> <tr> <td>3.2.6 Ending Balance as of December 31st for CMAR Reporting Year</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="903,366.00"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 150px;" type="text" value="1,627,892.00"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		\$	<input style="width: 150px;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 150px;" type="text" value="1,627,892.00"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 150px;" type="text" value="119,218.00"/>	3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	\$	<input style="width: 150px;" type="text" value="843,744.00"/>	3.2.6 Ending Balance as of December 31st for CMAR Reporting Year		\$	<input style="width: 150px;" type="text" value="903,366.00"/>	
3.2.1 Ending Balance Reported on Last Year's CMAR		\$	<input style="width: 150px;" type="text" value="1,627,892.00"/>																						
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)		\$	<input style="width: 150px;" type="text" value="0.00"/>																						
3.2.3 Adjusted January 1st Beginning Balance		\$	<input style="width: 150px;" type="text" value="1,627,892.00"/>																						
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	\$	<input style="width: 150px;" type="text" value="119,218.00"/>																						
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Portage Wastewater Treatment Facility

Last Updated: Reporting For:

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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.

Digester mixing equipment, air handling units, electrical equipment, grit washer, grit pump, upgrades.

3.3 What amount should be in your Replacement Fund? \$ 903,366.00

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

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

Yes

No

If No, please explain.

0

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	Changing out the gas mixing systems in the primary and secondary digester with a jet mixing system.	900000	2014
2	Considering at adding a generator set up to run off digester gas and new equalization tank for digester.	500000	2019
3	Upgrades to the screw pumps (new lower tail shafts, sand blast and recoat augers, cover boards).	350,000	2016

5. Financial Management General Comments

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

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Portage Wastewater Treatment Facility

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Sanitary Sewer Collection Systems

1. CMOM Program

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

- Yes
- No

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

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

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

Goals

Describe the specific goals you have for your collection system:

Implement the CMOM Program. Continue implementation of the CMOM program.

Organization

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

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

Legal Authority

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

- Sewer use ordinance Last Revised Date (MM/DD/YYYY) 03/08/2007
- Pretreatment/industrial control Programs
- Fat, oil and grease control
- Illicit discharges (commercial, industrial)
- Private property clear water (sump pumps, roof or foundation drains, etc.)
- Private lateral inspections/repairs
- Service and management agreements

Maintenance Activities (provide details in question 2)

Design and Performance Provisions

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

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

Overflow Emergency Response Plan:

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

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

Capacity Assurance:

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

- Current and up-to-date sewer map
- Sewer system plans and specifications

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- Manhole location map
- Lift station pump and wet well capacity information
- Lift station O&M manuals

Within your sewer system have you identified the following?

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

0

Emergency lift station operational plan. Detailed manhole inspections program to gather data for GIS Smart Map.

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	25	% of system/year
Root removal	25	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	2	% of system/year
Manhole inspections	90	% of system/year
Lift station O&M	10	# per L.S./year
Manhole rehabilitation	2	% of manholes rehabbed
Mainline rehabilitation	2	% of sewer lines rehabbed
Private sewer inspections	0	% of system/year
Private sewer I/I removal	0	% of private services

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

System is very old (>100 years) with many 6 inch clay pipe.

3. Performance Indicators

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Portage Wastewater Treatment Facility

Last Updated: Reporting For:

7/6/2015

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

35.31	Total actual amount of precipitation last year in inches
34.18	Annual average precipitation (for your location)
58	Miles of sanitary sewer
11	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
18	Number of basement backup occurrences
118	Number of complaints
1.434	Average daily flow in MGD (if available)
1.970	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

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

4. Overflows

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

Date	Location	Cause	Estimated Volume (MG)
None reported			

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

5. Infiltration / Inflow (I/I)

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

Yes

No

If Yes, please describe:

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

Yes

No

If Yes, please describe:

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

We found 2 lift stations that had I/I coming into the wet well. A specialized company came in and sealed up the wet wells which stopped the I/I.

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

identifying and eliminating clear water connections, plugging open pick holes and relaying defective sewers.

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

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Portage Wastewater Treatment Facility

Last Updated: Reporting For:

7/6/2015

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Grading Summary

WPDES No: 0020427

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
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			32	128
GRADE POINT AVERAGE (GPA) = 4				

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)

**P. W. Capital Expenditure Plan
Years 2016 – 2020**

UPDATED 7/31/2015	2016	2017	2018	2019	2020	Total Cost
Street Reconstruction						
River St. Reconstruction - street, C & G and sidewalk (W. Wis. St. - Summit St.; 2,300 feet)	\$ 460,000					\$ 460,000
W. Conant St. Reconstruction - street, C & G, sidewalk & path (Pierce St. to W. Carroll St.; 3,500 feet)	\$ 35,000	\$ 700,000				\$ 735,000
Pedestrian Crossing at Portage Theater	\$ 12,000					\$ 12,000
Sidewalk Vault Abandonment at H. of C.	\$ 5,000					\$ 5,000
W. Carroll St. Reconstruction -street, C & G and sidewalk (Summit - W. Wisconsin;3900')		\$ 40,000	\$ 800,000			\$ 840,000
_____ St. Reconstruction			\$ 25,000	\$ 500,000		\$ 525,000
Ontario St. Reconstruction (W. Wisconsin - Thompson St.; 1,000') & Thompson St. Reconstruction (Wauona Trl. - Ontario St.; 1,200')				\$ 30,000	\$ 600,000	\$ 630,000
East Wisconsin & DeWitt Streets; Ontario St. to Pleasant St. - Engineering	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 47,500	\$ 207,500
Street Maintenance						
Mill & 3" Overlay; River St. (Summit St. - Crestview Ct.), Sanborn St. (River St. - W. Franklin St.), E. Mullet St & Wood St	\$ 280,000					\$ 280,000
Mill & 3" Overlay; W. Mullett St., Yellowstone Ave., Highland St., Locust St. & Orchard St.		\$ 220,000				\$ 220,000
Mill & 3" Overlay; E. Howard St., E. Franklin St. and E. Conant St. (Adams - Hamilton).			\$ 234,000			\$ 234,000
Mill & 3" Overlay; Location TBD				\$ 240,000		
Mill & 3" Overlay; Oakridge Dr., James St., Pierce St. and Airport Rd.					\$ 260,000	\$ 260,000
Chip Seal _____ St. & Crackfill E. Cook St.	\$ 60,000					\$ 60,000
Chip Seal & Crackfilling; 4,000 feet per year (Locations TBD)		\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ 240,000
Alleys, Municipal Lots, Paths & Sidewalks						
Alley Resurfacing;	\$ 100,000					\$ 100,000
Alley Resurfacing; 4 Locations TBD		\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Market Square Pk. Lt. Crackfilling	\$ 5,000					\$ 5,000
Ward 6 Sidewalks	\$ 25,000					\$ 25,000
Ward 7 Sidewalks		\$ 25,000				\$ 25,000
Ward 8 Sidewalks			\$ 25,000			\$ 25,000
Ward 9 Sidewalks				\$ 25,000		\$ 25,000
Ward 10 Sidewalks					\$ 25,000	\$ 25,000
River St. Path	\$ 50,000					\$ 50,000
W. Conant St. Path		\$ 50,000				\$ 50,000
Carroll St. Path			\$ 50,000			\$ 50,000
Path - Loc. TBD				\$ 50,000		\$ 50,000
Path - Loc. TBD					\$ 50,000	\$ 50,000
Street Lights and Traffic Control						
Street lights - Locations TBD	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 25,000
Total	\$ 1,077,000	\$ 1,240,000	\$ 1,339,000	\$ 1,050,000	\$ 1,147,500	\$ 5,853,500

**Facilities
Capital Expenditure Plan
Years 2016 – 2020**

**Project
Codes**

UPDATED 7/31/2015						
	2016	2017	2018	2019	2020	Total Cost
Mun. Bldg. Emergency Generator	\$ 100,000					\$ 100,000
Mun. Bldg. Roof		\$ 150,000				\$ 150,000
Mun. Garage Design				\$ 350,000		\$ 350,000
Mun. Garage Construction					\$ 6,000,000	\$ 6,000,000
Joint Salt Bldg					\$ 275,000	\$ 275,000
P.E.C. Build-out						\$ -
Museum Exterior Repairs	\$ 30,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 70,000
Total	\$ 130,000	\$ 160,000	\$ 10,000	\$ 360,000	\$ 6,285,000	\$ 6,945,000

Sources of Funding

G.O. Debt	#REF!	#REF!	\$ -		\$ 6,275,000	#REF!
Short Term Debt						\$ -
Grants/Aids						\$ -
TIF #4						\$ -
User Fees						\$ -
Tax Levy		\$ 10,000	\$ 10,000		\$ 10,000	\$ 30,000
General Fund Surplus	#REF!	#REF!				#REF!
Capital Fund Surplus						\$ -
Total	#REF!	#REF!	\$ 10,000	\$ -	\$ 6,285,000	#REF!

**Storm Water
Capital Expenditure Plan
Years 2016 – 2020**

UPDATED 7/31/2015						
	2016	2017	2018	2019	2020	Total Cost
Storm Sewer Relay - Locations TBD	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 125,000
River St. Storm Sewer	\$ 80,000					\$ 80,000
Storm Detention Basin - North Side	\$ 100,000	\$ 400,000				\$ 500,000
West Conant St. Storm Sewer		\$ 80,000				\$ 80,000
Carroll St. Storm Sewer			\$ 80,000			\$ 80,000
St. Storm Sewer				\$ 80,000		\$ 80,000
Jefferson St. W. Alley Pump Station	\$ 30,000					\$ 30,000
VMF Storm Water Management					\$ 150,000	\$ 150,000
Total	\$ 235,000	\$ 505,000	\$ 105,000	\$ 105,000	\$ 175,000	\$ 1,125,000

Sources of Funding

G.O. Debt	\$ 235,000	\$ 505,000			\$ 25,000	\$ 765,000
Grants/Aids						\$ -
Special Assessment						\$ -
User Fees (Escrow)						\$ -
TID 7					\$ 150,000	\$ 150,000
TID 8						\$ -
Capital Fund Balance (Prev Pd)						\$ -
Total	\$ 235,000	\$ 505,000	\$ -	\$ -	\$ 175,000	\$ 915,000

**Wastewater Capital Expenditure Plan
Years 2016 – 2020**

**Project
Codes**

	7/31/2015						
		2016	2017	2018	2019	2020	Total Cost
C - River St. Sanitary Sewer Replacement; 2,300'		\$ 230,000					\$ 230,000
T&SH - Repair RBC Bearing		\$ 21,000					\$ 21,000
T&SH - Service Water Pumping; Install two Non-Potable Effluent Pumps.		\$ 50,000					\$ 50,000
T&SH - Fiber Optic Investigation & Upgrade Operating Software from OPs to WIMs		\$ 35,000					\$ 35,000
T&SH - SCADA System Upgrades at WWTP & Lift Stations		\$ 120,000	\$ 85,000				\$ 205,000
B&G - Retaining Wall Repair		\$ 10,000					\$ 10,000
B&G - Upgrade Lab w/ New Cabinets and Equipment				\$ 60,000			\$ 60,000
C - W. Conant St. Sanitary Sewer Replacement; Pierce St. to W. Carroll St. - 3,500 feet		\$ 18,000	\$ 350,000				\$ 368,000
T&SH - Upgrade Screw Pumps w/ recoating, new tail shafts and new boards			\$ 300,000				\$ 300,000
C - E. Franklin Sanitary Sewer Replacement (200 & 300 blks. - 1,100 feet)		\$ 6,000	\$ 110,000				\$ 116,000
C - E. Conant Sanitary Sewer Replacement (Adams - Jefferson; 550 feet)		\$ 3,000	\$ 55,000				\$ 58,000
T&SH - Replace Chlorine Contact Chamber Sluice Gates		\$ 35,000					\$ 35,000
T&SH - Install Boiler Cut-Off Switches and Heat Exchanger Gas Shut-Off Valves		\$ 10,000					\$ 10,000
B&G - New Doors for Digester and Dewatering Buildings		\$ 10,000					\$ 10,000
C - W. Carrol St. Sanitary Sewer Replacement - 3,700 feet (Design & Const.)			\$ 19,000	\$ 370,000			\$ 389,000
C - Convert Ray-O-Vac Lift Station to Submersible Pumps		\$ 300,000					\$ 300,000
T&SH - Belt Press Rehab.; Recoat Rollers and Replace drive unit, bearings and seals for Conveyor			\$ 60,000				\$ 60,000
T&SH - New Controller for Belt Press Tension Arms				\$ 20,000			\$ 20,000
C - Ontario St. San. Sewer Repl. (Thompson to Hwy 51 - 500')				\$ 3,000	\$ 50,000		\$ 53,000
B&G - Admin. Bldg. Air Handling Unit & Controls				TBD			\$ -
T&SH - Raw Waste Bldg. - New Screening System				TBD			\$ -
C - E. Wisconsin St. Sanitary Sewer Replacement; Brady to Warren - 1,200'					\$ 6,000	\$ 120,000	\$ 126,000
C - DeWitt Street Sanitary Sewer Replacement; Edgewater to Pleasant - 800 Feet					\$ 4,000	\$ 80,000	\$ 84,000
T&SH - Digester Energy Project including heat exchanger replacement			\$ 50,000	\$ 50,000	\$ 1,500,000		\$ 1,600,000
T&SH - Grit Removal Equipment						\$ 50,000	\$ 50,000
T&SH - Recoat Clarifier Scum Arms						\$ 50,000	\$ 50,000
T&SH - Replace Belt Press						\$ 500,000	\$ 500,000
T&SH - Replace Influent and Effluent Samplers						\$ 10,000	\$ 10,000
Total		\$ 848,000	\$ 1,029,000	\$ 503,000	\$ 1,560,000	\$ 810,000	\$ 4,750,000

**Water Utility Capital Improvement Plan
Years 2016 – 2020**

UPDATED 7/23/2015					
Project	2016	2017	2018	2019	2020
P&T - Well #8 - New PLC	\$ 35,000				
D - Const. Watermain Replacement on River St.; W. Wisconsin to Summit St. - 2,300'	\$ 260,000				
B&G - Construction and Relocation of Utility Maintenance Facility	\$ 1,200,000				
B&G - SCADA Upgrades at New Utility Maintenance Facility	\$ 125,000				
D - Paint & Repair South (Park St.) Tower	\$ 75,000				
"No Lead" Meter Exchanges		\$ 43,000	\$ 36,000	\$ 36,000	\$ 36,000
D - W. Conant Watermain Replacement; Pierce St. to Summit - 3,500'	\$18,500	\$ 370,000			
P&T - Chlorine Residual Enhancement Project		\$ 15,000	\$ 150,000		
P&T - Well#3 - New PLC		\$ 35,000			
D - W. Carroll St. Watermain Replcmnt; W. Wisconsin St. to Sunset St. - 3,100'		\$ 15,000	\$ 300,000		
In-line valve at Armstrong & W. Pleasant		\$ 12,000			
P&T - Inspect Recycle Water Pump at WTP			\$ 15,000		
D - 4" Watermain Replacements (Loc. TBD)			\$ 15,000	\$ 300,000	
D - Replace Watermain on Ontario St ; Wisconsin to Thompson St. - 500'				\$ 3,000	\$ 60,000
D - Replace Watermain on E. Wisconsin St.; Waouna Trl. to Pauquette St. - 2,400'				\$ 25,000	\$ 500,000
Total	\$ 1,713,500	\$ 490,000	\$ 516,000	\$ 364,000	\$ 596,000

CITY OF PORTAGE

115 West Pleasant Street
Portage, Wisconsin 53901
Telephone: (608) 742-2176 • Fax: (608) 742-8623



MEMORANDUM

To: Municipal Services & Utilities Committee
From: Bob Redelings, City Engineer
Subject: Engineering Contract for 2016 Street and Utility Reconstruction Project
Date: July 30, 2015
C.C.: Shawn Murphy, City Administrator
Bill Tierney, Mayor

Three proposals were received for the subject Project on July 10, 2015. All three proposers met the City's proposal requirements. The proposals are summarized as follows:

COMPANY	Data Collection and Design	Bidding Services	Construction Related Services	Total
KUNKEL ENGINEERING GROUP-Beaver Dam, WI	\$30,940.00	\$1,600.00	\$10,950.00	\$43,490.00
GEC- Portage, WI	\$26,870.00	\$720.00	\$16,910.00	\$44,500.00
JEWELL- Spring Green, WI	\$74,980.00	\$1,500.00	\$11,250.00	\$87,730.00

The 2015 design budget is \$70,000 for the project.

As seen from the tabulation, G.E.C. is the low proposer for design services but Kunkel is the low proposer for the total of the services.

The Public Works Department recommends an engineering contract be awarded to Kunkel Engineering Group from Beaver Dam, WI for the River Street Reconstruction project in the amount of \$43,490.

CITY OF PORTAGE

115 West Pleasant Street
Portage, Wisconsin 53901
Telephone: (608) 742-2176 • Fax: (608) 742-8623



"Where the North Begins"

MEMORANDUM

To: Municipal Services & Utilities Committee
From: Bob Redelings, City Engineer
Subject: Design Contract for Water Department Maintenance Facility
Date: July 30, 2015
C.C.: Shawn Murphy, City Administrator
Bill Tierney, Mayor

Four proposals were received for the subject Project on July 16, 2015. All four proposers met the City's proposal requirements. The proposals are summarized as follows:

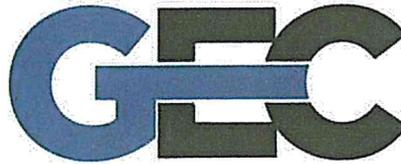
COMPANY	Data Collection and Design	Bidding Services	Construction Related Services	Total
GEC- Portage, WI	\$51,275.00	\$3,665.00	\$18,310.00	\$73,250.00
ANGUS YOUNG- Janesville, WI	\$61,050.00	\$2,740.00	\$12,660.00	\$76,450.00
DIM IV-Madison, WI	\$50,280.00	\$2,110.00	\$25,935.00	\$78,325.00
KELLER- Kaukauna, WI	\$55,000.00	\$15,000.00	\$35,000.00	\$105,000.00

The 2015 design budget is \$100,000 for the project.

As seen from the tabulation, G.E.C. is the low proposer for the total services.

The Public Works Department recommends a contract be awarded to G.E.C. of Portage, WI for the Water Department Maintenance Facility in the amount of \$73,250.

General Engineering Company
P.O. Box 340
916 Silver Lake Drive
Portage, WI 53901



608-742-2169 (Office)
608-742-2592 (Fax)
gec@generalengineering.net
www.generalengineering.net

Engineers • Consultants • Inspectors

July 20, 2015

City of Portage
Attn: Bob Redelings, P.E., DPW/Utilities Manager
115 W. Pleasant St.
Portage, WI 53901

Re: JF Ahern Contract Award Recommendation
City of Portage Contract No. 15-620S11
GEC #2-0115-1D

Dear Bob,

The bidding for this project yielded two bids, JF Ahern-Fond du Lac and Staab Construction-Marshfield. JF Ahern submitted the low responsive bid of \$25,800, see attached bid sheet.

There was a question on the Ahern bid regarding the pricing for the two alternate bid items. I checked on this with the contractor to make sure the City would have a proper understanding of the alternate work pricing. Mike Venne of Ahern noted that they anticipated two separate mobilizations for each alternate and they also included a \$4,500 allowance for Siemens' technicians to verify the alignment of the completed screw pump unit. This made sense when comparing Ahern's alternate price to Staab's.

With this clarification, I have no issue recommending JF Ahern for this project based on their low responsive bid of \$25,800. If the City chose to proceed with both alternatives, the total contract price would be \$52,600.

If you have any questions regarding this, please contact me.

Yours truly,

GENERAL ENGINEERING COMPANY


Jerry A. Foellmi, P.E.
President

JAF/Ilg

Portage •

Black River Falls •

La Crosse



Consulting Engineering • Structural Engineering • Building Design • Environmental Services • Building Inspection • GIS Services
Grant Procurement & Administration • Land Surveying • Zoning Administration • Mechanical, Electrical, & Plumbing Services



DATE: June 30, 2015

TIME: 1:00 PM

PLACE: City Hall at the Portage Municipal Building

TABULATION OF BIDS

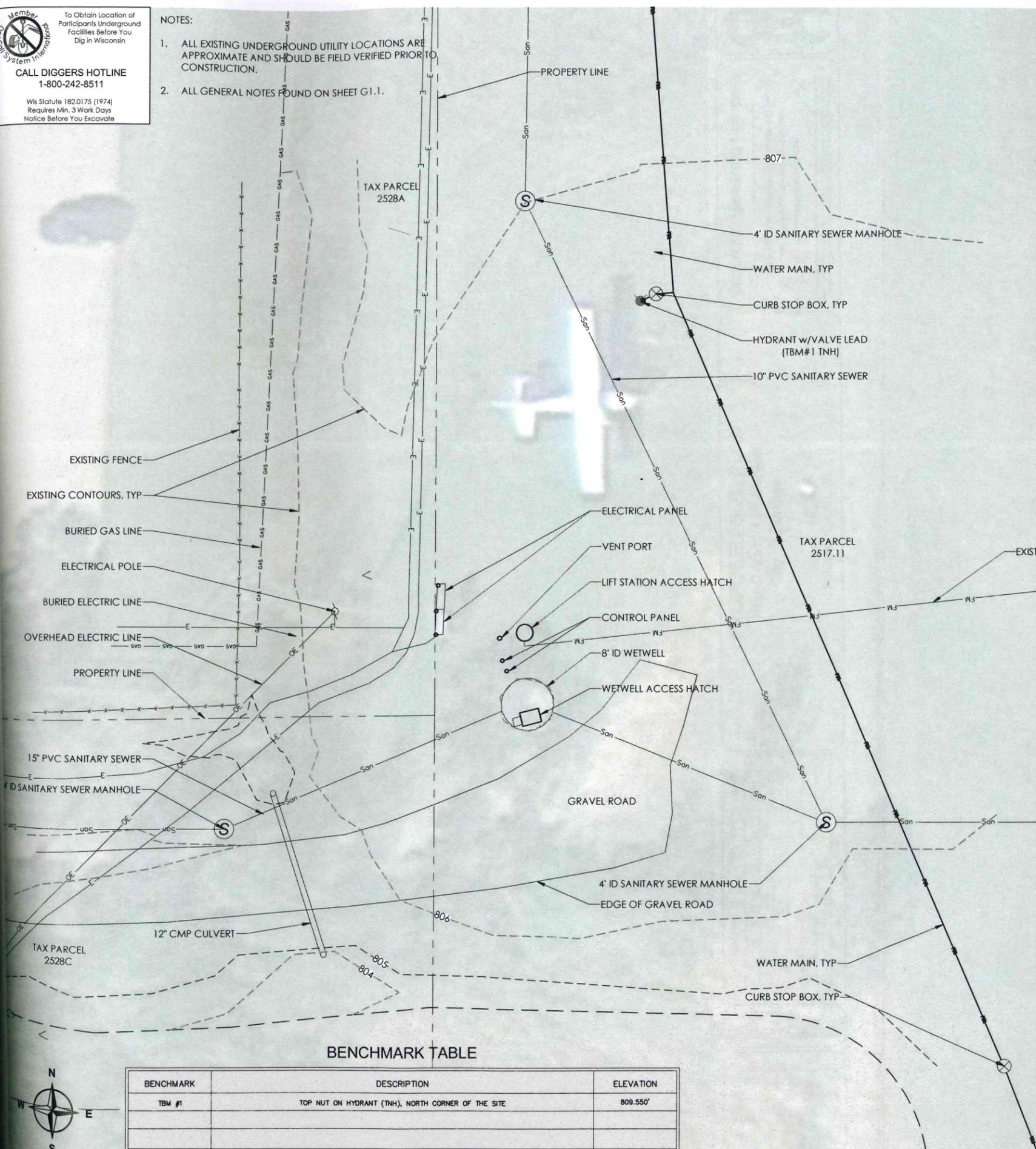
Contract No. 15-620S11, Portage Wastewater Treatment Plant
Screw Pump Gear Drive Replacement Project

GENERAL ENGINEERING CO.
P.O. Box 340, 916 Silver Lake Dr.
Portage, WI 53901

CONTRACTOR:			J.F. Ahern 855 Morris St. Fond du Lac, WI 54935		Staab Construction Corporation PO Box 900 Marshfield, WI 54449				
Addendum 1:			X		X				
Bid Bond:			X		X				
Certified Check:									
No.	Description	Qty.	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
Contract 15-620S11: Screw Pump Gear Dr. Replacement									
1	Replace Two (2) Screw Pump Gear Drives	1	LS		\$ 16,800.00		\$ 24,700.00		
2	Allowance for Two (2) Screw Pump Gear Drive Realignments by Siemens Technicians	1	LS		\$ 9,000.00		\$ 9,000.00		
TOTAL CONTRACT 1:					\$ 25,800.00		\$ 33,700.00		
BID RESULTS:					1		2		
Alternates for Contract 15-620S11									
A1	Replace A Third Screw Pump Gear Drive				\$ 13,400.00		\$ 12,900.00		
A2	Replace a Fourth Screw Pump Gear Drive				\$ 13,400.00		\$ 12,900.00		

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Wis Statute 182.0175 (1974)
Requires Min. 3 Work Days
Notice Before You Excavate

- NOTES:
1. ALL EXISTING UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO CONSTRUCTION.
 2. ALL GENERAL NOTES FOUND ON SHEET G1.1.



General Engineering Company
P.O. Box 340 • 816 Silver Lake Dr. • Portage, WI 53901
608-742-2168 (Office) • 608-742-2592 (Fax)
www.generalengineering.net
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EXISTING SITE PLAN
Ray-O-Vac Lift Station Replacement
City of Portage
Columbia County, WI

REVISIONS	NO.	BY	DATE



DRAWN BY: LAL
REVIEWED BY: JAF
ISSUE DATE: 7/17/2015
GEC FILE NO.: 2-0115-1E
SHEET NO.:



BENCHMARK TABLE

BENCHMARK	DESCRIPTION	ELEVATION
TBM #1	TOP NUT ON HYDRANT (TNH), NORTH CORNER OF THE SITE	809.550'