

A G E N D A
CITY OF HARTFORD COMMON COUNCIL
CITY HALL COUNCIL CHAMBERS
TUESDAY, JULY 14, 2020
7:00 P. M.

1) CALL TO ORDER

This is a regularly scheduled meeting of the Common Council of the City of Hartford. Prior to this meeting, notice was given to the public by posting an agenda on the City Office Meeting Board second floor, City Office Meeting Board basement, and the Library Bulletin Board. In addition, the Daily News (the official City newspaper) was given notice and agenda of this meeting at least 24 hours ago.

2) PLEDGE OF ALLEGIANCE

3) ROLL CALL

4) UNANIMOUS CONSENT AGENDA

A) The Common Council minutes of June 23, 2020.

B) Accepting the proposal from L.W. Allen, Inc., Madison, for the purchase, pipe replacement and installation of two Fairbanks 5 HP sewage pumps, at a cost not to exceed \$40,255.00. (Executive Summary attached)

5) COMMUNICATIONS

6) APPEARANCES/CITIZENS COMMENTS

A) Transient Merchant license for Spectrum.

7) MAYOR'S REPORT

8) ALDERMANIC REQUESTS

A) Any alderperson wishing to identify any pertinent information may do so; no action may be taken unless specifically identified on the agenda.

9) PUBLIC HEARINGS

A) Rezoning request for 1443 Patton Drive

1) Opening of Hearing

2) Reading of Notice

3) Explanation of hearing by staff person

4) Appearances for

5) Appearances against

6) Discussion by Council

7) Closing of Hearing

8) Action: - Ordinance No. 1422– An ordinance amending the zoning map a part of Ordinance No. 278. *1443 Patton Drive* (Executive Summary attached)

10) STANDING COMMITTEE REPORTS

A) FINANCE & PERSONNEL

1) Discussion and consideration of approving the following licenses: **(bartender)** Courtney Hildebrandt, Wendy Kuntz, Sarah McGlothlin, Alyssa Strom, Seth Trautman,

Tess Tranel, Dale Twardokus, Kaitlin Twardokus (**weights and measures**) Cost Cutters (**Class B Liquor License**) China Garden.

B) PUBLIC WORKS

C) UTILITY

11) PARK AND RECREATION COMMISSION

- 1) Discussion and consideration of approving the Centennial Park gifting opportunities including gift naming amounts. (Executive Summary attached)

12) RESOLUTIONS AND POSSIBLE ACTION THERON

- 1) Resolution No. 3574 – A resolution adopting the 2019 DNR Wastewater Compliance Maintenance Annual Report (CMAR). (Executive Summary attached)
- 2) Resolution No. 3575 – A resolution adopting the 2021 Budget Policy. (Executive Summary attached)

13) ORDINANCES

A) FIRST READING AND POSSIBLE ACTION THERON

B) SECOND READING AND POSSIBLE ACTION THERON

14) CITY ADMINISTRATOR'S REPORT

15) ADJOURNMENT

NOTE: Persons with disabilities requiring special accommodations for attendance at the meeting should contact the City Clerk at least one (1) business day prior to the meeting

**CITY OF HARTFORD
COMMON COUNCIL
June 23, 2020**

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, met for its regularly scheduled meeting on Tuesday, June 23, 2020, 7:00 p.m., in the Common Council Chambers of Hartford City Hall, 109 North Main Street, Mayor Timothy Michalak presiding.

PLEDGE OF ALLEGIANCE

Mayor Michalak led the Common Council in the Pledge of Allegiance.

ROLL CALL

The Mayor and all Alderpersons were present except Alderperson Fulop, who was absent and excused.

UNANIMOUS CONSENT AGENDA

MOTION by Alderperson Hegy, and seconded by Alderperson Carroll approving the Common Council minutes of June 9, 2020. MOTION CARRIED UNANIMOUSLY.

COMMUNICATIONS

There were no communications.

APPEARANCES/CITIZENS COMMENTS

A representative from Aptive Environmental appeared with respect to obtaining transient merchant licenses to sell pest control services.

Police Chief Scott MacFarlan introduced Police Officer Eric Strunse to the Common Council. City Clerk Lori Hetzel administered the oath of office to Officer Strunse.

MAYOR'S REPORT

Mayor Michalak noted that Washington County will be facing a deficit due to the COVID-19 pandemic.

Mayor Michalak noted that Washington County is looking to assist municipalities in having a 30-year road plan. The City does not do a 30-year plan but instead prepares a 5-year plan. It wouldn't cost the City anything to have a 30-year plan. Work on the plan would likely occur in 2021. The Mayor provided information on the proposal, and responded to questions.

COMMON COUNCIL (6/23/2020)

The Common Council took no action on the proposal, with several alderpersons indicating that they would like to see additional information before voting on the proposal.

ALDERMANIC REQUESTS

Several alderpersons welcomed Officer Strunse. Alderperson Mixon noted that the Public Works Committee toured various municipal sites earlier in the evening.

PUBLIC HEARING "A" BID Special Assessments

Mayor Michalak declared the public hearing open. The notice of public hearing as published in the 6/11/2020 Daily News, and as mailed to 55 affected property owners, was read by City Clerk Lori Hetzel.

Dawn Spaeth, the owner of the Millstream Building at 120 North Main Street, appeared speaking about her history with the building noting that currently there are only two tenants in the building which used to be at full capacity. She has the building for sale. She mentioned she would like to talk to someone from the BID about the building.

Each year the Common Council adopts the final resolution for the BID District special assessments. The BID District will collect \$3.00/\$1,000 valuation of property improvements, or \$64,606.80.

There were no appearances for, nor any against the special assessments. There being no discussion by the Common Council, Mayor Michalak declared the public hearing closed.

Resolution No. 3573

A FINAL RESOLUTION FOR THE LEVYING AND COLLECTING OF BUSINESS IMPROVEMENT DISTRICT (BID) SPECIAL ASSESSMENTS

MOTION by Alderperson Mixon, and seconded by Alderperson Turchi for the adoption of proposed Resolution 3573. MOTION CARRIED UNANIMOUSLY.

STANDING COMMITTEE REPORTS

Finance & Personnel Committee

MOTION by Alderperson Kohler, and seconded by Alderperson Hegy approving the following licenses: (bartender) Alyssa Filkins, Kylie Genrich, Macy Hammen, Amanda Kidle, Stephanie Kuhaupt, Lynn Nettesheim, Sally Strupp; (cigarette) A & B Mart; (weights and measures) A & B Mart. MOTION CARRIED UNANIMOUSLY.

COMMON COUNCIL (6/23/2020)

MOTION by Alderperson Kohler, and seconded by Alderperson Turchi granting a one-day extension of premises to liquor license establishments for Maxwell Street Day on July 8th. MOTION CARRIED UNANIMOUSLY.

**ORDINANCES
(Second Reading)**

Ordinance No. 1420

**AN ORDINANCE AMENDING CHAPTER 340,
SCHEDULE E – NO PARKING ZONES**

Proposed Ordinance 1420 received a first reading at the June 9th Common Council meeting.

MOTION by Alderperson Carroll, and seconded by Alderperson Hegy for the adoption of proposed Ordinance 1420. MOTION CARRIED UNANIMOUSLY.

CITY ADMINISTRATOR'S REPORT

The City previously approved a land division for Brian and Hope Krebs for the property known as 6081 Hilldale Drive under the Comprehensive Extraterritorial Zoning Ordinance which was adopted in cooperation with the Town of Hartford. The approval of the land division was contingent upon the execution of an annexation agreement, pursuant to the Extraterritorial Zoning Ordinance. The agreement has the same general requirements that the City has required in other annexation agreements that are necessary to protect the City's water/sewer service areas and requirements that are necessary to ensure that the City does not end up with uses that are substantially non-conforming to the future zoning of the property. City Planner Drew provided information on the proposed Annexation Agreement, and responded to questions.

Brian Krebs, 6081 Hilldale Drive, appeared expressing his concerns with the proposed annexation agreement.

MOTION by Alderperson Carroll, and seconded by Alderperson Hegy approving the Annexation Agreement between Brian Krebs and Hope Zvara Krebs and the City of Hartford for the property known as 6081 Hilldale Drive in the Town of Hartford as presented by staff. MOTION CARRIED UNANIMOUSLY.

The high school is requesting the termination of the police school liaison officer agreement between the City and the High School District due to financial challenges as a result of the COVID-19 pandemic. The high school will continue to reimburse for the officer's position until August 31, 2020. It is the intent that the police officer retiring from the police department in July will be replaced with the officer who had been working in the school liaison position.

COMMON COUNCIL (6/23/2020)

MOTION by Alderperson Carroll, and seconded by Alderperson Rusniak authorizing the termination of the Police School Liaison Officer Agreement between the City of Hartford and the Hartford Union High School District. ROLL CALL: "Ayes" 6 (Alderpersons Carroll, Rusniak, Mixon, Hegy, Garza, Sikora) "Nays" 2 (Alderpersons Kohler, Turchi).
MOTION CARRIED.

ADJOURNMENT

MOTION by Alderperson Mixon, and seconded by Alderperson Turchi for adjournment.
MOTION CARRIED UNANIMOUSLY.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
CCJUN23.20
Compiled by Pat Borlen, Deputy Clerk

EXECUTIVE SUMMARY

TITLE: Grant Street Lift Station Pump Replacement

BACKGROUND: The Grant Street Lift Station Rehabilitation and Pump replacement was approved under the 2020 Sewer Utility Capital Improvements program. In conjunction with Hartford Electric's Overhead power rebuild of the area, equipment needs to be upgraded from single phase to three phase. Request for proposals were sent to three Pump Distributors with L.W. Allen coming in with the low proposal:

L.W. Allen, - Madison, WI	\$40,255.00
William/Reid, - Germantown, WI	\$41,133.00
Flygt/Xylem, - Pewaukee, WI	\$54,120.00

L.W. Allen has done excellent work for the Sewer Utility in the past, most notably being the Harrison street dewatering station.

FISCAL IMPACT: \$40,244.00 from the approved Sewer Utility 2020 Capital improvement program amount of \$65,000.00 under Account No. 595-370-536286-59501

RECOMMENDATION: Staff recommends approval to accept the proposal from L.W. Allen, Inc. Madison, WI for the purchase, pipe replacement and installation of two, Fairbanks 5 HP sewage pumps at a cost not to exceed **\$40,255.00**

PREPARED BY: David Piquett 6-25-2020
Dave Piquett Date
Plant and Collection Systems Director

REVIEWED BY: Dawn Timm 6/26/2020
Dawn Timm Date
Finance Director/Treasurer

APPROVED BY: Steve Volkert 6/26/2020
Steve Volkert Date
City Administrator

ROUTING: Utility Committee - July 6, 2020

PROPOSAL



L.W. ALLEN, INC.

4633 Tompkins Drive - Madison, WI 53716

A Full Service Distributor
608.222.8622

Phone

Fax 608.222.9414

PUMPS – CONTROLS – REPAIR CENTER

Hartford WWTP
109 North Main Street
Hartford, WI 53027

PROPOSAL ID: 06820HRB
REFERENCE: Grant Street Fairbanks Pumps
LOCATION: Hartford WWTP
BID DATE: June 8, 2020

Attn: Dave

<u>FREIGHT IS F.O.B. ORIGIN</u>	TERMS: NET-30 DAYS PER ATTACHED TERMS AND CONDITIONS
<input type="checkbox"/> ALLOWED <input type="checkbox"/> PREPAID & ADD <input checked="" type="checkbox"/> COLLECT	PRICES DO NOT INCLUDE SALES OR USE TAXES

ITEM	QUAN	DESCRIPTION	TOTAL PRICE
A	1	L.W. Allen is pleased to provide a quotation for the following equipment and services. Furnish and Install Two (2) Model 5432 Fairbanks Size 4" by 6" solids handling sewage pumps 5 HP, 1200, RPM, 3phase 460 volt. These pumps will be equipped with mechanical seals and seal filter kits. Included One (1) year warranty. Demo and removal of old pumps and piping 2 – 4" plug valves 1 – 6" plug valve 1 – 4" check valve New Stainless Steel piping SST pipe supports 2 – concrete pads 6" connection for bypass pumping <p align="right">Total Investment.....</p>	<p>\$ 40,255.00</p>
<p>Not Included: Freight, any electrical modifications, tests, by-pass pumping</p>			

Executive Summary

Ordinance No. 1422

Title: Review of a Rezoning Request for 1443 Patton Drive

Background: Robert Bliese has requested rezoning for 1443 Patton Drive (tax key number 36-2702-010-020), from A-1 Agricultural District to Rs-3 Single Family Residential District.

The property is located at the southwest corner of Patton Drive and CTH K. The property is surrounded by residential uses to the west, south and east, with Town of Hartford farm land also to the east. North of the property is institutional zoning (a day care).

The property is part of Simon's Pleasant Valley subdivision. The parcel was originally an outlet, 'reserve(d) ... for stormwater retention/detention and control purposes' (development agreement). The parcel could be subdivided for building purposes provided evidence was submitted to the City proving that the stormwater use was no longer necessary. The owner previously provided evidence that the lot was not needed for stormwater management. The parcel also showed up on a state wetland inventory, and the City could not allow development of the parcel to take place unless and until the DNR confirmed that no wetlands are present. The owner has provided the requested documentation in the form of a letter from the Wisconsin DNR affirming that no wetlands exist on the parcel.

The owner does not wish to divide the parcel as he has a buyer interested in purchasing the property to build one single-family home. The proposed zoning, Rs-3, is appropriate and allows flexibility for building placement on the approximately 38,000 square foot lot. The property is a corner lot so setbacks of 25' (north and east) and 15' (south and west) are required.

Recommendation: The Planning Staff recommends approval of the rezoning request from A-1 Agricultural District to Rs-3 Single Family Residential District at 1443 Patton Drive.

Prepared By: Justin Drew 5/26/20
Justin Drew, City Planner Date

Reviewed By: Lori Hetzel 05/27/20
Lori Hetzel, City Clerk Date

Approved by: Steve Volkert 05/27/2020
Steve Volkert, City Administrator Date

ROUTING: PLAN COMMISSION
COMMON COUNCIL

6/8/2020
~~6/23/2020~~
7-14-2020

Ordinance No. 1422

AN ORDINANCE AMENDING THE ZONING MAP,
A PART OF ORDINANCE 278

The Common Council of the City of Hartford, Washington and Dodge Counties, Wisconsin, do ordain as follows:

SECTION 1: That the property known as 1443 Patton Drive, tax key number 36-2702-010-020, be and the same is hereby rezoned to Rs-3 Single Family Residential District.

SECTION 2: This Ordinance shall be in full force and take effect from and after its passage and publication as required by law.

Signed:

Timothy C. Michalak, Mayor

Introduced: July 14, 2020

Adopted:

Attest:

Lori Hetzel, City Clerk

Daily News:
June 30, 2020
July 7, 2020
18 Notices Sent

**NOTICE OF PUBLIC HEARING
COMMON COUNCIL**

PLEASE TAKE NOTICE that a PUBLIC HEARING will be held at 7:00 p.m. or thereafter on July 14, 2020 in the Common Council Chambers at the lower level of City Hall, 109 N. Main Street, by the City of Hartford Common Council to consider the following:

Robert Bliese has requested the rezoning of the following property:

1443 Patton Drive, tax key #36-2702-010-020, from A-1 Agricultural District to Rs-3 Single Family Residential District

The purpose of the public hearing is to hear those persons who wish to express their opinions for or against the requested zoning change.

A copy of the proposed ordinance can be viewed at the Planning and Zoning Department **by appointment**, 109 N. Main Street, Monday- Friday between the hours of 7:30 a.m. and 4:30 p.m.

Dated this 24th day of June, 2020.

Lori Hetzel
City Clerk

2702-009-019
M&K Services/Happy Hollow
3172 Glacier Drive
Hubertus, WI 53033

2702-009-020
Jerome & June Ertenberg
W12525 Brown Deer Court
Hancock, WI 54943

2702-010-009
Daniel & Lynn Biertzer
257 W. Washington Avenue
Hartford, WI 53027

2702-010-010
Joseph and Jennifer Thurmer
1398 Valley View Road
Hartford, WI 53027

2702-010-020
Robert & Sue Bliese
4292 Pleasant Hollow Road
Jackson, WI 53037

2702-010-021
David & Colleen Simon
1427 Patton Drive
Hartford, WI 53027

2702-010-022
Cynthia Berghammer
1429 Patton Drive
Hartford, WI 53027

2702-010-023
Alissa Dewar/Penny Schmitt
1393 Patton Drive
Hartford, WI 53027

2702-010-024
Veronica Tetrick
1395 Patton Drive
Hartford, WI 53027

2702-010-025
Ronald & Loretta Kuklinski
1417 Patton Drive
Hartford, WI 53027

2702-010-026
Jeffrey Kugler
1415 Patton Drive
Hartford, WI 53027

2702-012-016
Cody & Ellen Leland
1464 Walnut Court
Hartford, WI 53027

2702-012-017
Autumn Ridge Hartford LLC
3415 N. 127th ST 300
Brookfield, WI 53005

T6-068000B
Scott Hoffmann
3524 Lake Drive
Hartford, WI 53027

T6-068100D
Matthew Westenberger
3241 CTH K
Hartford, WI 53027

T6-068100E
John and Laurel Dziadosz
N52 W15271 El Rio Drive
Menomonee Falls, WI 53051

T6-0681022
Matthew & Joanne McHugh
3268 Valley View Road
Hartford, WI 53027

Town of Hartford Clerk
3360 Highway K
Hartford, WI 53027

RE-ZONING MAP

Being all of Outlot 1 In Simon's Pleasant Valley Addition No. 2, located in part of the NW 1/4 of the NW 1/4 of Section 27, Town 10 North, Range 18 East, in the City of Hartford, Washington County, Wisconsin.

PATTON DRIVE

N88°53'29"E 177.50'

S03°00'40"E
32.87'

N86°59'20"E
10.00'

OUTLOT 1

38,148 SF

CURRENTLY ZONED: AG-1

RE-ZONING TO: RD-2

CURVE DATA
RADIUS 11,424.16'
ARC 169.61'
CHORD 169.61'
CH BRG S02°35'09"E
DELTA 00°51'02"

ARC
169.61'

C.T.H. "K"

35'

CAL

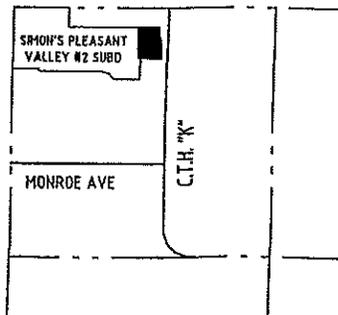
15' PRIVATE DRAINAGE ESMT

S88°57'42"W 192.96'

(REC. AS N89°19'E)

UNPLATTED LANDS

LOCATION MAP
NW 1/4, SEC. 27-10-18
1" = 2000'

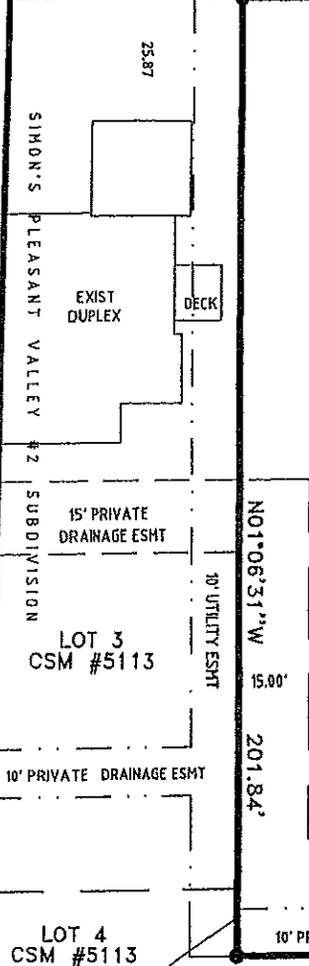


OWNER: Robert J. & Sue E. Bliese
4292 Pleasant Hollow Road
Jackson, WI 53037

SURVEYOR: James R. Elder, RLS
3782 Overlook Dr. W
Hubertus, WI 53033
PH: 262-628-1409



Scale 1" = 40'



LOT 10
SIMON'S
PLEASANT
VALLEY #2



James R. Elder
2-5-08

2. Grading for all phases of the subdivision shall occur simultaneously with grading for Phase 1. The Subdivider shall assure proper grades and first floor elevations to assure minimum acceptable water pressure to all proposed dwellings in Phase 1 of the subdivision.
3. The Subdivider shall reserve Outlot 1 for stormwater retention/detention, and control purposes.
 - a) If it is determined that Outlot 1 is buildable, and the Subdivider provides evidence thereof, including but not limited to, permits granted by the US Army Corps of Engineers and Wisconsin DNR, the Subdivider may present the City with a Certified Survey Map to subdivide the parcel for residential development, and a stormwater drainage and grading plan which addresses the runoff modification needs of the local drainage basin. The City anticipates no objection to this land division if drainage concerns are adequately addressed.
 - b) If it is determined that Outlot 1 is unbuildable, or the Subdivider cannot provide evidence to the contrary by December 31, 1999, the Subdivider shall either retain ownership and maintenance responsibility, or convey the parcel to the homeowner's association or the City of Hartford. Said conveyance must be approved by the Common Council.
4. The Subdivider shall design and the City shall install, all storm sewer mains and related appurtenances within Phase One, and in areas abutting the plat where necessary in accordance with the standard specifications of the City and as approved by the City Engineer. All storm sewer construction shall be done in accordance with Best Management Practices of the Wisconsin DNR. The Subdivider agrees to "act as banker" for this improvement, and shall pay the City an amount equal to 100% of the project cost within 15 days of billing by the City. The City shall levy special assessments to benefitted parcels on the north side of Patton Drive, and shall reimburse the Subdivider in an amount equal to the special assessment levied, as such special assessments are collected. The timing of storm sewer improvements is illustrated in Exhibit "B".
5. The City shall design and construct storm sewer mains and related appurtenances in Valley View Road abutting the plat in accordance with the standard specifications of the City and as approved by the City Engineer. The City shall levy special assessments to the abutting parcels. The Subdivider agrees to pay the City special assessments in an amount not to exceed 50% of the project cost, within 15 days of billing by the City. The timing of storm sewer improvements is illustrated in Exhibit "B".

E. Sidewalk

1. Sidewalk shall be required on both sides of each street within and abutting the subdivision. However, construction of sidewalks shall be deferred until such time that either:
 - a) Simon Drive street lying south of the subdivision is reconstructed to City standards, including curb and gutter and sidewalk, and until the Common Council authorizes its installation.
 - b) A bike path is installed along the westerly right-of-way line of County Trunk Highway K, and until the Common Council authorizes its installation.



April 22, 2020

Mr. Bob Bliese
4292 Pleasant Hallow Road
Jackson, WI 53037

RE: Wetland Confirmation Update for property located in Section 27, Township 10 North,
Range 18 East, City of Hartford, Washington County

Dear Ms. Bliese:

Governor Evers' Safer at Home order prohibiting all nonessential travel, with some exceptions as clarified and defined in the order has resulted in Department changes to wetland identification/confirmation reviews. As a result, the Department has conducted a thorough review of all available resources associated with this wetland identification request as further elaborated below.

On April 22, 2020, Kara Brooks conducted a wetland determination at the above mentioned property through a thorough review of the available desktop materials available. According to the request form you sent us, the reason for the wetland determination was to identify any wetlands located in the area in which you are hoping to develop.

Wetlands are defined by the 1987 Wetland Delineation Manual as areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions.

Methods used to detect the presence of wetlands within the project area involved off-site techniques, including a review of recent aerial photography, Wisconsin Wetland Inventory (WWI) mapping, pertinent County Soil Survey mapping, and a Washington County 1-foot topographic map and a WDNR confirmed wetland delineation reported dated 2007 which you provided.

The following is a summary of the off-site review.

- The WWI has a mapped wetland E2K in the center part of the reviewed area. Mapped wetlands are also present on adjacent parcels.
- The 1-foot contour map from the Washington County GIS website shows lowest elevation areas on the eastern portion of the site, this does not correspond to the mapped WWI wetland. Generally, water drains from north east to southwest over the site, based on the topographic map.
- The provided 2007 confirmed delineation report describes previously disturbed (grading and filling) soils throughout the site.
- A review of aerial photographs from 2010, 2015, and 2017 did not show any significant change in the general characteristics of the landscape of the reviewed area from the 2007 confirmed delineation.

Based on the data analyzed for the off-site review during April 22, 2020, **no wetlands are located in the reviewed area.**

The wetland boundaries depicted on the associated field sketch are approximate only and may not be appropriate for design purposes, such as set-back or permit requirements. If wetlands are located on your property, we recommend that a wetland delineation be conducted on your property by a qualified wetland delineator. Wetlands are regulated by various state, federal, and local units of government. Prior to conducting any activities in or around wetlands, we recommend you contact the appropriate staff from Wisconsin Department of Natural Resources, U.S. Army Corps of Engineers and Marinette County.

If you have any questions, please contact me at (414) 308-6780 or email Kara.Brooks@wisconsin.gov.

Sincerely,



Kara Brooks
Wetland Identification Coordinator

Enc. Site Overview/WWI Map
1-foot Washington County Contour Map
Aerial Photographs
2007 Wetland Delineation Report

CITY OF HARTFORD
REQUEST FOR ZONING CHANGE
(PLEASE PRINT OR TYPE)

For official use only	
Account #100.604.444100.44410 (#76)	
Review Fee: \$300.00	
Date Paid: _____	Received: _____

Address of Subject Property: <u>1443 PATTON DR. HARTFORD</u>	
Tax Key Number: <u>2702010020</u>	
Legal Description or Metes & Bounds Description: <u>OUTLOT I SIMONS PLEASANT VALLEY SUB'D.</u>	
Existing Zoning: <u>A9</u>	Proposed Zoning: <u>R-3</u>
Existing Use: <u>VACANT</u>	
Proposed Use: <u>SINGLE FAMILY HOME</u>	

Applicant Name: <u>ROBERT BLIESE</u>		
Address: <u>4292 PLEASANT HOLLOW RD</u>		
City: <u>JACKSON</u>	State: <u>WI</u>	Zip: <u>53037</u>
Daytime Phone: <u>262.305.3606</u>	Fax: <u>BSB1949@CHARTER2.NET</u>	Other: _____
Owner Name: <u>ROBERT & SUE BLIESE</u>		
Address: <u>SAME</u>		
City: _____	State: _____	Zip: _____
Daytime Phone: _____	Fax: _____	Other: _____
Attorney Name: <u>N/A</u>		
Address: _____		
City: _____	State: _____	Zip: _____
Daytime Phone: _____	Fax: _____	Other: _____

REQUEST FOR ZONING CHANGE:

The Common Council may, by ordinance, amend zoning district boundaries after prior review by the Plan Commission and after holding a public hearing. The public hearing may only be held after notice of the public hearing appears in the official City newspaper for at least two consecutive weeks and at least seven days prior to the public hearing. In addition, all owners of property within 200 feet of the subject property will be notified by mail at least ten days prior to the public hearing. Once approved by the

Common Council, zoning will revert back to the previous zoning if district regulations are not met within eighteen (18) months (following proper notification).

Supporting Information:

The following supporting information must be submitted with this application:

1. Plot Plan drawn to scale of one (1) inch equals 100 feet showing the area proposed to be rezoned, its location, its dimensions, the location and classification of adjacent zoning districts, and the location and existing use of all properties within 200 feet of the area to be rezoned.
2. A reduced copy of the plot plan (subject property only). Drawing sheets should be at least 8.5 x 11 and no larger than 11 x 17.
3. A Letter of Request addressed to the City Clerk from the owner(s) of the subject property.
4. Additional information required by the City Staff or any information that the applicant would like to submit to support the application.

Signature of Applicant: <u><i>Robert Blum</i></u>	Date: <u>5/7/20</u>
Signature of Owner (if different): <u><i>Guil. Blum</i></u>	Date: <u>5/7/20</u>

(Power of Attorney or written authorization required if owner is unable to sign.)

June 23

Executive Summary

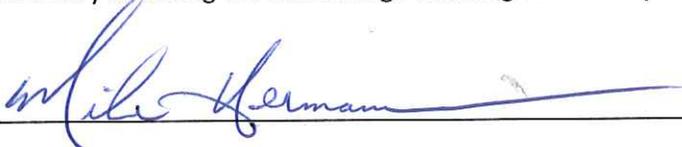
Title: Centennial Park Redevelopment Gifting Opportunity Recommendation

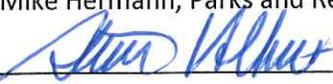
Background: In 2018 the City approved a new Centennial Park concept plan for redevelopment. There will be many new features and improvements. The financial plan for this development includes multiple funding sources including the Park Development Fund, DNR Grant(s) and community donations. There have already been a number of service organizations and groups that have committed financially to the project. Through the creation of gift naming opportunities additional community support can be anticipated. Gift naming allows for donors to receive recognition which is typically done by attaching the name of the group/person to the item or installing a larger plaque listing all donors at the site.

Staff prepared the attached gifting opportunity list for review and consideration. The items and amount requested for the naming reflects a value of the item but does not necessarily represent the actual amount and/or fully cover the total expense of the item. If the Centennial Park gifting campaign is approved, staff will then prepare additional materials. More specifically this will include publicity of the campaign and project and a process for donations and collection. At this time staff is planning for the work of this fundraising and planning to be done internally by Department staff as well as the support from the City Administrator and Finance Department. A professional consultant to organize and lead the fundraising effort is not being considered at this time.

Fiscal Impact: The outline as shown has the potential of raising \$416,000 in naming gifts if each item has a donor commitment. Based on past campaigns including the Recreation Center and Veterans Memorial Aquatic Center not all items will have a committed donor.

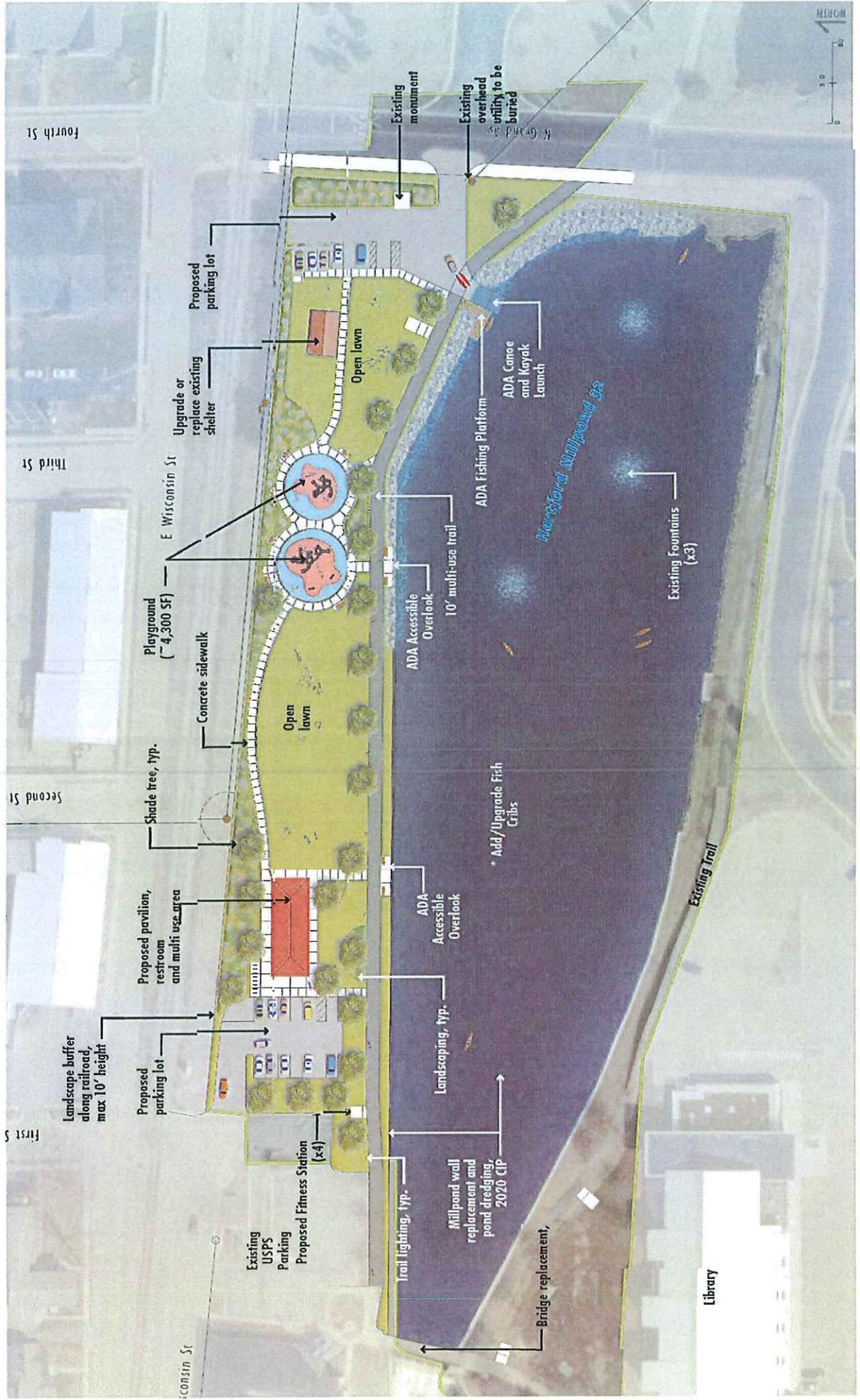
Staff Recommendation: Staff recommends approval of the Centennial Park gifting opportunities as outlined in this summary including the attached gift naming amounts specified.

Prepared by:  6/26/20
Mike Hermann, Parks and Recreation Director Date

Approved by:  6/26/20
Steve Volkert, City Administrator Date

Routing Park and Recreation Commission 7/1/20
 City Council 7/14/20

Centennial Park Master Plan Concept | Hartford, WI | 8/29/2016



City of Hartford

Centennial Park Redevelopment Gifting Opportunities

In 2018, the Park and Recreation Commission, city staff and consultant prepared a redevelopment plan for Centennial Park. The park concept plan attached shows the new park and features. In addition to the park re-development plans, the City has been doing significant work and improvements adjacent to the park with repair work being completed on the Millpond bulkhead wall and shoreline. This work began in 2015 and the final repairs for the northside of the Millpond wall scheduled for completion in 2020. The bulkhead wall improvements were necessary due to the existing walls age and deterioration and will have a total anticipated cost of \$1.9 million when completed.

The City's financial plan to complete the park site construction includes a variety of funding sources with the park project developments anticipated to cost \$1.8 million. The park project work is currently proposed for final design in 2022 and construction in 2023. The funding sources for the park project include the Park Development Fund, DNR Grant(s) and community donations. The City submitted a grant application in 2019 and is hopeful to receive a final grant award notification in 2020. Through the creation of gift naming opportunities the community can financially assist in the parks re-development. Individuals, groups and organizations will have the ability to financially show support for this project and in that process receive recognition. Gifting for the parks redevelopment will include donor recognition as follows. Placement of the donors name on or near the feature/item when possible. In situations where this is not possible there will be a Centennial Park Redevelopment plaque mounted in the parks location listing the item and donor.

The following list of items are improvements in the Centennial Park redevelopment project. The gift amounts proposed do not necessarily reflect the full cost for the building, equipment or furnishing.

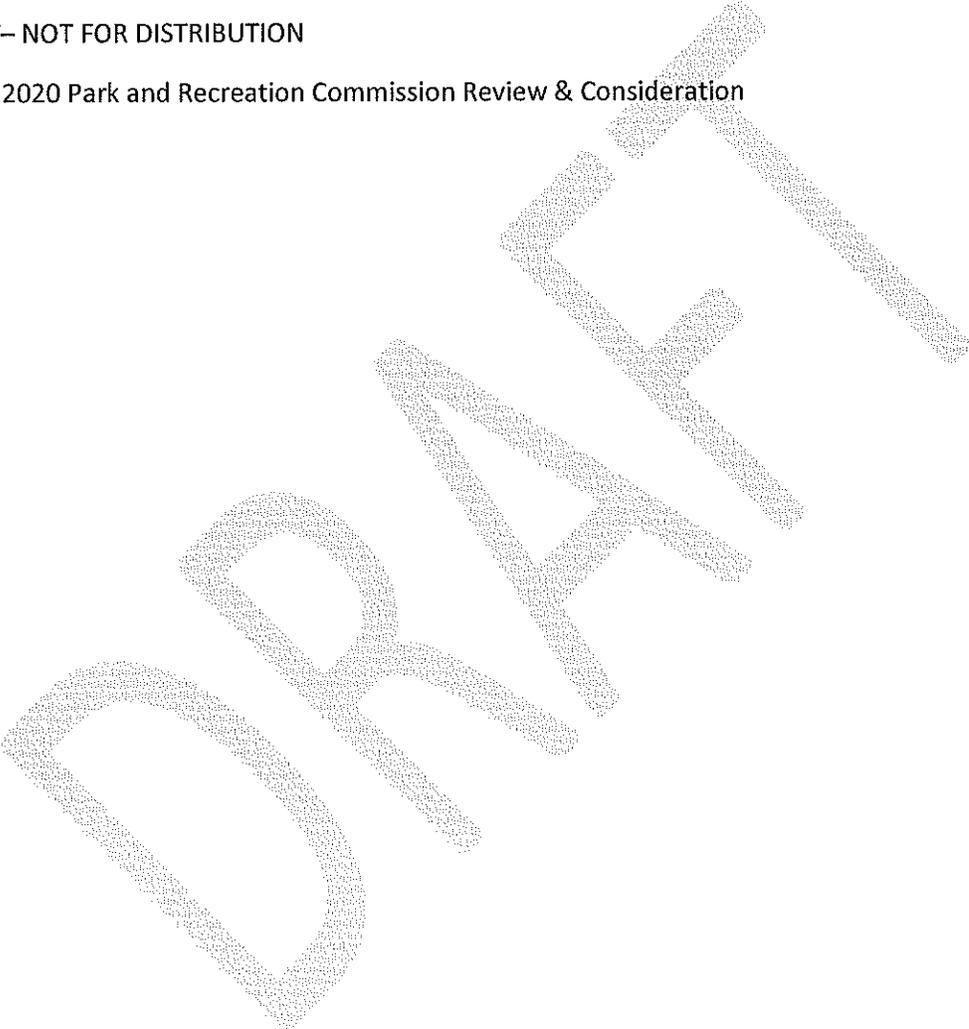
<u>Item</u>	<u>Naming Opportunity Amount</u>	<u>Site Recognition</u>
Multi-purpose Park pavilion	\$200,000	Attached
Bridge	\$50,000	TBD
Train Theme Playground Ages 5-15	\$40,000	TBD
Train Theme Playground Ages 2-5	\$25,000	TBD
ADA Fishing Platform	\$15,000	TBD
10' Multi-Use Trail	\$10,000	Plaque
Kayak/Canoe Launch	\$10,000	TBD
Trail Lighting	\$10,000	Plaque
ADA Pond Overlook (Two available)	\$5,000 each	TBD
Millpond Fish Cribs	\$5,000	Plaque
Millpond Fish Re-stocking (Two Available)	\$4,000	Plaque
Fitness Stations (Two Available)	\$3,000 each	TBD

Park Benches (Ten Available)	\$1,500 each	Attached
Bike Racks (Four Available)	\$750 each	Plaque
Picnic Tables (8 Available)	\$500 each	TBD
Tree (20 Available)	\$250 each	Plaque

The potential total gifting of all items is \$416,000

DRAFT- NOT FOR DISTRIBUTION

July 1, 2020 Park and Recreation Commission Review & Consideration



EXECUTIVE SUMMARY

RESOLUTION NO. 3574

TITLE: A Resolution Adopting the 2019 DNR Wastewater Compliance Maintenance Annual Report (CMAR).

BACKGROUND: In accordance with the Wisconsin Department of Natural Resources Discharge Permit, staff has completed the 2019 Compliance Maintenance Annual Report (CMAR). These reports have been completed every year since 1986. The DNR ranks plant performance on a Grade Point Average (G.P.A.) with each grade defining a range of responses:

A = Voluntary Range
B = Voluntary Range
C = Recommended Range
D = Action Range
F = Action Range

Hartford's G.P.A. for 2019 was 4.0. In all categories Hartford received an A ranking in each CMAR reported category. The plant continues to run well, with plenty of remaining capacity, and will continue to serve the City's needs for a number of years.

FISCAL IMPACT: None

RECOMMENDATION: That authorized City Officials approve the 2019 Wastewater Treatment Plant Compliance Maintenance Annual Report by executing a Resolution and the Wastewater Plant and Collection Systems Director submitting the Annual Report to the Department of Natural Resources.

PREPARED BY: David Piquett 6-25-2020
David Piquett Date
Plant and Collection Systems Director

REVIEWED BY: Steve Volkert 6-25-2020
Steve Volkert Date
City Administrator

ROUTING: Utility Committee - July 6, 2020
Common Council - July 14, 2020

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 **2019**

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

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

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	2.2705	x	104	x	8.34	=	1,969
February	2.1726	x	125	x	8.34	=	2,257
March	2.4295	x	105	x	8.34	=	2,121
April	2.4357	x	109	x	8.34	=	2,209
May	2.5594	x	85	x	8.34	=	1,816
June	2.2515	x	114	x	8.34	=	2,141
July	2.2632	x	110	x	8.34	=	2,079
August	2.0432	x	103	x	8.34	=	1,758
September	2.1802	x	111	x	8.34	=	2,026
October	3.2664	x	88	x	8.34	=	2,393
November	2.7043	x	96	x	8.34	=	2,161
December	2.3738	x	74	x	8.34	=	1,462

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	5.5	x	90	=	4.95
		x	100	=	5.5
Design BOD, lbs/day	6500	x	90	=	5850
		x	100	=	6500

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
Total Number of Points					0

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 2019

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.?

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 2019

Yes

No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

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

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 **2019**

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	10	10	0	1	0	0
February	10	10	0	1	0	0
March	10	10	0	1	0	0
April	10	10	0	1	0	0
May	5	5	0	1	0	0
June	5	5	0	1	0	0
July	5	5	0	1	0	0
August	5	5	0	1	0	0
September	5	5	0	1	0	0
October	5	5	0	1	0	0
November	10	10	0	1	0	0
December	10	10	0	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

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

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

2. Flow Meter Calibration

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

- Yes Enter last calibration date (MM/DD/YYYY)
2019-08-08

No

If No, please explain:

3. Treatment Problems

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

None

4. Other Monitoring and Limits

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

- Yes
- No

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 **2019**

<p>If Yes, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<p>4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<p>4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input checked="" type="radio"/> N/A</p> <p>Please explain unless not applicable:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>

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

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 2019

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	10	10	0	1	0	0
February	10	10	0	1	0	0
March	10	10	0	1	0	0
April	10	10	0	1	0	0
May	10	10	0	1	0	0
June	10	10	0	1	0	0
July	10	10	0	1	0	0
August	10	10	0	1	0	0
September	10	10	0	1	0	0
October	10	10	0	1	0	0
November	10	10	0	1	0	0
December	10	10	0	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

0

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

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

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

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 **2019**

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

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

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January	4.3		0	0					
February	4.3		0	0					
March	4.3		0	0					
April	2.7		0	0					
May	1.2		0	0					
June	1.2		0	0					
July	1.2		0	0					
August	1.2		0	0					
September	1.2		0	0					
October	3.8		0	0					
November	4.3		0	0					
December	4.3		0	0					
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
Total Number of Points									0

0

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

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

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

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Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 2019

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	.6	0.057	1	0
February	.6	0.054	1	0
March	.6	0.051	1	0
April	.6	0.051	1	0
May	.6	0.051	1	0
June	.6	0.051	1	0
July	.6	0.051	1	0
August	.6	0.050	1	0
September	.6	0.050	1	0
October	.6	0.050	1	0
November	.6	0.050	1	0
December	.6	0.050	1	0
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				0
Total Number of Points				0

0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

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

--

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

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 2019

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?

1813.60 acres

2.1.2 How many acres did you use?

146 acres

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

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 - Aerobically digested 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	.17			5.82			5.05			10.8				0	0
Cadmium		39	85	<.048			<3.4			<3.6			<3.9				0	0
Copper		1500	4300	15.8			484			629			705				0	0
Lead		300	840	<.19			<13.8			<14.5			<15.4				0	0
Mercury		17	57	.007			.386			.377			.4317				0	0
Molybdenum	60		75	.22			5.92			9.65			12.3			0		0
Nickel	336		420	.47			17.9			18.7			22.4			0		0
Selenium	80		100	<.29			<27.5			<29			<30.9			0		0
Zinc		2800	7500	9.38			292			380			447				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)

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 **2019**

- 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

4. Pathogen Control (per outfall):

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

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2019 - 03/31/2019
Density:	623,679
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Aerobic Digestion
Process Description:	Aerobic digestion in a well mixed digester

Outfall Number:	003
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2019 - 12/31/2019
Density:	275,175
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Aerobic Digestion
Process Description:	Aerobic Digestion in a well mixed digester.

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 **2019**

Outfall Number:	003	
Biosolids Class:	B	
Bacteria Type and Limit:	Fecal Coliform	
Sample Dates:	04/01/2019 - 06/30/2019	
Density:	275,175	
Sample Concentration Amount:	CFU/G TS	
Requirement Met:	Yes	
Land Applied:	Yes	
Process:	Air Drying	
Process Description:	Aerobic Digestion in a well mixed digester.	
Outfall Number:	003	0
Biosolids Class:	B	
Bacteria Type and Limit:	Fecal Coliform	
Sample Dates:	07/01/2019 - 09/30/2019	
Density:	458,471	
Sample Concentration Amount:	CFU/G TS	
Requirement Met:	Yes	
Land Applied:	Yes	
Process:	Aerobic Digestion	
Process Description:	Aerobic Digestion in a well mixed Digester.	
Outfall Number:	003	
Biosolids Class:	B	
Bacteria Type and Limit:	Fecal Coliform	
Sample Dates:	10/01/2019 - 12/31/2019	
Density:	335,654	
Sample Concentration Amount:	CFU/G TS	
Requirement Met:	Yes	
Land Applied:	Yes	
Process:	Aerobic Digestion	
Process Description:	AEROBIC DIGESTION in a well mixed digester.	
<p>4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.</p> <p>4.2.1 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>		
<p>5. Vector Attraction Reduction (per outfall):</p> <p>5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.</p>		

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 **2019**

Outfall Number:	003
Method Date:	03/31/2019
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	003
Method Date:	12/31/2019
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	003
Method Date:	06/30/2019
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	003
Method Date:	09/30/2019
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	003
Method Date:	12/31/2019
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

5.2 Was the limit exceeded or the process criteria not met at the time of land application?

Yes (40 Points)

No

If yes, what action was taken?

6. Biosolids Storage

0

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 **2019**

<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> <ul style="list-style-type: none"> <input checked="" type="radio"/> \geq 180 days (0 Points) <input type="radio"/> 150 - 179 days (10 Points) <input type="radio"/> 120 - 149 days (20 Points) <input type="radio"/> 90 - 119 days (30 Points) <input type="radio"/> $<$ 90 days (40 Points) <input type="radio"/> N/A (0 Points) <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: 2px;">None</div>	

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

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 2019

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; padding: 2px;">Could always use more help but I believe we are adequately staffed for now.</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="checkbox"/><input type="checkbox"/><input type="radio"/> No (40 points) <input type="checkbox"/><input type="checkbox"/> <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 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 and Manufacturer Equipment Manuals 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 type="radio"/> Excellent<input checked="" 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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Plan staff does a GREAT job on PLANT AND COLLECTION SYSTEM p.m., but always feel there is room to improve.

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

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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> <ul style="list-style-type: none"> ● Yes (0 points) ○ No (20 points) <p>Name: <input style="width: 300px;" type="text" value="DAVID R PIQUETT"/></p> <p>Certification No: <input style="width: 150px;" type="text" value="31568"/></p>	0																																																																																								
<p>2. Certification Requirements</p> <p>2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th rowspan="2">Sub Class</th> <th rowspan="2">SubClass Description</th> <th colspan="2">WWTP</th> <th colspan="2">OIC</th> </tr> <tr> <th>Advanced</th> <th>OIT</th> <th>Basic</th> <th>Advanced</th> </tr> </thead> <tbody> <tr><td>A1</td><td>Suspended Growth Processes</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>A2</td><td>Attached Growth Processes</td><td></td><td>X</td><td></td><td></td></tr> <tr><td>A3</td><td>Recirculating Media Filters</td><td></td><td></td><td></td><td></td></tr> <tr><td>A4</td><td>Ponds, Lagoons and Natural</td><td></td><td></td><td></td><td></td></tr> <tr><td>A5</td><td>Anaerobic Treatment Of Liquid</td><td></td><td></td><td></td><td></td></tr> <tr><td>B</td><td>Solids Separation</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>C</td><td>Biological Solids/Sludges</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>P</td><td>Total Phosphorus</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>N</td><td>Total Nitrogen</td><td></td><td></td><td></td><td></td></tr> <tr><td>D</td><td>Disinfection</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>L</td><td>Laboratory</td><td>X</td><td></td><td></td><td>X</td></tr> <tr><td>U</td><td>Unique Treatment Systems</td><td></td><td></td><td></td><td></td></tr> <tr><td>SS</td><td>Sanitary Sewage Collection</td><td>X</td><td>X</td><td>NA</td><td>NA</td></tr> </tbody> </table> <p>2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS, N and A5 not required in 2019; subclass SS is basic level only.)</p> <ul style="list-style-type: none"> ● Yes (0 points) ○ No (20 points) 	Sub Class	SubClass Description	WWTP		OIC		Advanced	OIT	Basic	Advanced	A1	Suspended Growth Processes	X			X	A2	Attached Growth Processes		X			A3	Recirculating Media Filters					A4	Ponds, Lagoons and Natural					A5	Anaerobic Treatment Of Liquid					B	Solids Separation	X			X	C	Biological Solids/Sludges	X			X	P	Total Phosphorus	X			X	N	Total Nitrogen					D	Disinfection	X			X	L	Laboratory	X			X	U	Unique Treatment Systems					SS	Sanitary Sewage Collection	X	X	NA	NA	0
Sub Class			SubClass Description	WWTP		OIC																																																																																			
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SS	Sanitary Sewage Collection	X	X	NA	NA																																																																																				
<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> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> One or more additional certified operators on staff <input type="checkbox"/> An arrangement with another certified operator <input type="checkbox"/> An arrangement with another community with a certified operator <input 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 <input type="checkbox"/> A consultant to serve as your certified operator <input type="checkbox"/> None of the above (20 points) <p>If "None of the above" is selected, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0																																																																																								
<p>4. Continuing Education Credits</p>																																																																																									

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4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates? OIT and Basic Certification: <input type="radio"/> Averaging 6 or more CECs per year. <input type="radio"/> Averaging less than 6 CECs per year. Advanced Certification: <input checked="" type="radio"/> Averaging 8 or more CECs per year. <input type="radio"/> Averaging less than 8 CECs per year.	
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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 150px;" type="text" value="Dawn Timm"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="262 673 8203"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 150px;" type="text"/></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>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain: <input style="width: 780px; height: 20px;" type="text"/></p> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2018"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0												
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2019"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain: <input style="width: 780px; height: 20px;" type="text"/></p>													
<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%; text-align: right;">\$</td> <td style="width: 35%; text-align: right;"><input style="width: 150px;" type="text" value="615,546.49"/></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 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 style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="615,546.49"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="615,546.49"/>	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="615,546.49"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>	
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3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$	<input style="width: 150px;" type="text" value="0.00"/>											

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3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 615,546.49

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

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

3.3 What amount should be in your Replacement Fund?

\$ 369,182.00

0

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 SectionInstructions link under Info header in the left-side menu.

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

- Yes
- No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	CIPP Lining rehabilitation of 1 mile of a 42 inch interceptor sewer	1800000	2021

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	15,345	54
February	15,616	46
March	36,060	39
April	14,621	42
May	11,384	41
June	9,901	153
July	12,141	53
August	8,459	29
September	8,016	50
October	10,381	45
November	33,929	49
December	16,093	52
Total	191,946	653
Average	15,996	54

6.1.2 Comments:

Month of June, Gas therm spike was due to one pump station that ran for 2 1/2 days on Back-up power due to power outage in area (118 therms consumed).

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- No
- Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

AS WE REPLACE PUMPS, WE LOOK FOR HIGHER EFFICENCY RATED PUMPS AND HAVE CONERTED SOME STATIONS TO VARIABLE SPEED DRIVES.

7. Treatment Facility

7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/ Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/ Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	123,623	70.39	1,756	61.04	2,025	4,530
February	104,895	60.83	1,724	63.20	1,660	5,225
March	116,706	75.31	1,550	65.75	1,775	2,688
April	128,759	73.07	1,762	66.27	1,943	1,998
May	141,900	79.34	1,789	56.30	2,520	675
June	140,757	67.55	2,084	64.23	2,191	67
July	152,443	70.16	2,173	64.45	2,365	17
August	153,634	63.34	2,426	54.50	2,819	32
September	144,743	65.41	2,213	60.78	2,381	128
October	139,933	101.26	1,382	74.18	1,886	1,908
November	120,021	81.13	1,479	64.83	1,851	3,900
December	120,612	73.59	1,639	45.32	2,661	4,238
Total	1,588,026	881.38		740.85		25,406
Average	132,336	73.45	1,831	61.74	2,173	2,117

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

- Aerobic Digestion
- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives

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Other:

7.2.2 Comments:

7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

Flared Off

Building Heat

Process Heat

Generate Electricity

Other:

9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

By Whom:

Describe and Comment:

Part of the facility

Year:

By Whom:

Describe and Comment:

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

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

On course to have entire system televised in 6 years (4th year) Continue to promote and fund the private property replacement incentive program. Educate the Public on non-disposable wipes.

Did you accomplish them?

- Yes
- No

If No, explain:

Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer Use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2018-03-03

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
 - New sewer and building sewer design, construction, installation, testing and inspection
 - Rehabilitated sewer and lift station installation, testing and inspection
 - Sewage flows satellite system and large private users are monitored and controlled, as necessary
 - Fat, oil and grease control
 - Enforcement procedures for sewer use non-compliance
- Operation and Maintenance [NR 210.23 (4) (d)]
- Does your operation and maintenance program and equipment include the following:
- Equipment and replacement part inventories
 - Up-to-date sewer system map

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A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 A description of routine operation and maintenance activities (see question 2 below)
 Capacity assessment program
 Basement back assessment and correction
 Regular O&M training
 Design and Performance Provisions [NR 210.23 (4) (e)]
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 Construction, Inspection, and Testing
 Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]
 Does your emergency response capability include:
 Responsible personnel communication procedures
 Response order, timing and clean-up
 Public notification protocols
 Training
 Emergency operation protocols and implementation procedures
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]
 Special Studies Last Year (check only those that apply):
 Infiltration/Inflow (I/I) Analysis
 Sewer System Evaluation Survey (SSES)
 Sewer Evaluation and Capacity Management Plan (SECAP)
 Lift Station Evaluation Report
 Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	<input type="text" value="40"/>	% of system/year
Root removal	<input type="text" value="20"/>	% of system/year
Flow monitoring	<input type="text" value="100"/>	% of system/year
Smoke testing	<input type="text" value="0"/>	% of system/year
Sewer line televising	<input type="text" value="20"/>	% of system/year
Manhole inspections	<input type="text" value="35"/>	% of system/year
Lift station O&M	<input type="text" value="14"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value="8"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value="5"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value="10"/>	% of system/year

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Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

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

Replaced 10 complete (street main to house) Private property lateral through City's lateral incentive program. Replaced and additional 23 private property laterals from the street main to back of sidewalk in conjunction with street projects. Hartford has 5 inverted siphon sewers that run under the Rubicon river that are cleaned and inspected every year.

3. Performance Indicators

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

<input type="text" value="47.63"/>	Total actual amount of precipitation last year in inches
<input type="text" value="32.87"/>	Annual average precipitation (for your location)
<input type="text" value="95.3"/>	Miles of sanitary sewer
<input type="text" value="14"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text" value="2.3"/>	Average daily flow in MGD (if available)
<input type="text" value="3.2"/>	Peak monthly flow in MGD (if available)
<input type="text" value=""/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text" value="1.4"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume (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:

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5/20/2020 **2019**

<p>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?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
<p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <div style="border: 1px solid black; padding: 5px;">More private property laterals replaced, grouting of manholes and chimney replacements have help reduce I&I.</div>
<p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <div style="border: 1px solid black; padding: 5px;">televising 20 % OF ENTIRE COLLECTION SYSTEM PER YEAR. Staying VERY AGGRESIVE with repairs found during televising and wet weather inspections.</div>

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

Compliance Maintenance Annual Report

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 2019

Grading Summary

WPDES No: 0020192

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

Hartford Water Pollution Control Facility

Last Updated: Reporting For:
5/20/2020 2019

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

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

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00

EXECUTIVE SUMMARY

TITLE: 2021 Budget Policy

BACKGROUND:

Historically, as a part of the annual budget process, City staff have presented a list of policies which have been approved by the Council in the past and still hold true today for the direction which Council would like to see the staff take when formulating the budget this year.

There are no state statutes that dictates that a budget policy needs to be approved but instead, this has been a long standing tradition that gives the council a hand in helping to shape the direction in which they would like to see the staff take when putting the budget together.

The staff has reviewed this policy annually and have no major changes to this policy.

FINANCIAL IMPACT ON CITY:

There is no direct financial impact on the city for the budget policy.

RECOMMENDATION:

The staff recommends the Council approval of the 2020 budget policy.

PREPARED BY:  DATE: 7/10/20
Steve Volkert, City Administrator

REVIEWED BY: _____ DATE: _____
Ian Prust, City Attorney

REVIEWED BY:  DATE: 7/10/2020
Dawn Timm, Finance Director

Committee Routing: Common Council

July 14th, 2020

2021 BUDGET POLICIES
City of Hartford Resolution # 3575

WHEREAS, the Mayor and Common Council of the City of Hartford, in accordance with Chapter 65 of the Wisconsin Statutes, are authorized to develop an Annual Budget for the City of Hartford; and,

WHEREAS, it is the desire of the Mayor and Common Council of the City of Hartford that the 2021 Annual Budget be consistent with the wishes of the electorate, and recognize the economic and cultural diversity of the community, as reflected in the mission statement and annual goals and the Common Council; now

THEREFORE BE IT RESOLVED, that the City of Hartford does establish the following BUDGET POLICIES, FISCAL 2021, and that the City Administrator is instructed to present to the Common Council on Tuesday, October 13th, 2020 a proposed 2021 Annual Budget for the City of Hartford incorporating these goals and objectives.

GENERAL BUDGET DEVELOPMENT POLICIES:

1. The Annual Budget shall comply with the Municipal Code of the City of Hartford and all applicable Wisconsin Statutes. The Annual Budget will include budgets for all funds of the City, including the Hartford Community Development Authority, and the Hartford Downtown Business Improvement District.
2. The 2021 Annual Budget shall be developed as a cooperative effort among departments, committees of the Common Council, and the community. Throughout the budget development process department heads are encouraged to seek input from the committees, boards, or authorities exercising fiscal oversight of departmental operations, and/or the Finance and Personnel Committee. Any changes authorized by official oversight bodies will be incorporated within the Annual Budget.
3. The Annual Budget shall be developed to include the detail of financial activity for each service level (division), administrative level (department), and financial level (fund). Detailed information for each service level shall include Labor, Operation and Maintenance, Debt Service, Capital Outlay, and Non-Operating Expenditure lines, as well as Transfers to Other Funds. Revenues and Transfers shall be summarized for each service level. Financial and budgetary information shall be provided for the last audited calendar year, the current year's revised Annual Budget and the official proposed Annual Budget. Detail shall also indicate the percentage change from the current Annual Budget to the proposed Annual Budget for each level of detail provided.
4. The 2021 Annual Budget shall identify projected fund balances and retained earnings for all funds at the end of the current calendar year, as well as amounts available from those sources to offset proposed budget expenditures. The impact of each service level upon the tax levy of the City of Hartford shall be clearly noted and compared to the previous year's budgeted results. Major expenditures and revenues shall be separately identified and described, and the impact of key financial decisions upon subsequent budgets shall be explained.
5. The City will place its highest priority upon increasing the efficiency and economy of service delivery. Wherever practical, performance measurement and productivity indicators will be introduced to the Annual Budget. Objectives and Activity Measures consistent with departmental goals will form an integral part of the Annual Budget.
6. The Annual Budget shall include a Citywide table of organization and tables of organization by department or division. A summary of salaries by permanent position shall be included within the

2021 BUDGET POLICIES
City of Hartford Resolution # 3575

document.

BUDGET DEVELOPMENT SCHEDULE:

1. Annual Budget preparation documents shall be distributed to departments on May 29, 2020.
2. The City Administrator and Finance Director shall meet with department heads on or before August 28, 2020 to assist in the development of the Annual Budget proposal.
3. Copies of the proposed 2021 Annual Budget will be submitted to the Mayor and Common Council and be available to the general public no later than the close of business on October 13, 2020.
5. The Common Council shall have until Friday, October 23rd, 2020 to review the budget and request the presence of any desired department head to answer any questions regarding their budget before the entire council on October 27th.
6. The Common Council shall hold a public hearing on the proposed 2021 Annual Budget pursuant to Wisconsin Statute and the Municipal Code on November 10, 2020 at 7:00 p.m.
7. Every effort will be made to communicate the implications of the 2021 Annual Budget to the citizens of Hartford. Public meetings will be televised whenever practical. Time will be allocated at the start of each Council Meeting including the Budget Hearing for input from citizens, taxpayers, utility customers, and local organizations.

PROGRAMMATIC POLICIES (Long-Term Commitments):

1. The Annual Budget will be designed to enhance a sense of community within the City of Hartford by maximizing the efficiency of public funds, sponsoring responsible economic development, protecting existing neighborhood investment, and guarding environmental quality.
2. The Annual Budget will be a balanced budget.
3. In order to enhance the productivity of the municipal work force consistent with the goal of controlling staff increases, the City is committed to providing comparable compensation, training, educational opportunities, technical support, and capital equipment resources to all programs.
4. The City of Hartford will maintain its cooperative partnership with the Hartford Area Development Corporation for the marketing of industrial land, the promotion and development of industrial growth within the City, and the sharing of economic benefits derived from this activity to the mutual advantage of the partners.
5. The Annual Budget will reflect the City's ongoing commitment to maintaining a diversified residential tax base, including single family, duplex, and multi-family housing opportunities for property owners and renters of all income levels.
6. The City commits itself to expanding areas of agreement and cooperation among other Washington and Dodge County governmental units, including the development of forums for discussion of items of common interest and service efficiency, in order to balance broad community needs and resources, as well as assisting in long-range planning efforts aimed at promoting the quality of life in our area without sacrificing beneficial development initiatives.

2021 BUDGET POLICIES
City of Hartford Resolution # 3575

7. During 2015, the City did develop a revised and updated Facility Maintenance Plan for the years 2016-2025. Sufficient funds shall be applied within each Annual Budget to assure the public that municipal structures will not be subject to functional obsolescence or deterioration within the calendar year. This includes ADA Compliance of city buildings and the issues identified in the ADA Audit. The building issues identified have a goal to complete projects and updates by the year 2025.
8. The City will continue to fund a Vehicle Replacement Program, including a replacement schedule for all licensed equipment and other large equipment based upon projected useful life.
9. The City will continue to support a roadway repair/replacement policy which places highest priority on roadways of greatest age and highest traffic count.
10. The City shall, over a five-year period, make every attempt to average the annual resurfacing, replacement, reconstruction, or seal coating of at least 5% of the City's total lane miles of roadways and alleyways. Each Annual Budget shall provide specific details of these calculations.
11. The City will continue efforts to preserve natural areas within the City, including woodland areas, unique geological features, and elements of the natural environment. The City will continue to emphasize the importance of human-sized transportation systems including pedestrian walkways and designated bicycle paths.
12. The City, through its membership in WPPI Energy, will continue efforts to place Hartford Electric in a position to meet customer needs by emphasizing affordable power and system reliability.
13. The City will continue the cooperative operation of electric distribution systems between the City of Hartford and the Village of Slinger, and the development of Hartford Electric consistent with the 2013 Electric Distribution System Study.
14. The Annual Budget will provide resources for the development of the Hartford Water Utility consistent with the November, 2014 Water Utility Master Plan.
15. The Annual Budget will reflect the City's long-term commitment to providing safe air transportation via the Hartford Municipal Airport, consistent with the approved Airport Master Plan.
16. The City of Hartford recognizes the value of maintaining a well-trained, well-equipped, and adequately staffed Hartford Fire and Rescue Department. The City also recognizes the fragility of a system that depends primarily on individuals who give of their time to gain the necessary professional skills and to staff the Hartford Fire and Rescue Department. The City of Hartford commits itself to the transition of Hartford Fire and Rescue operations from a paid on-call emergency service to a full-time fire and rescue staff, operating from multiple sites in and around the City, as funding becomes available through net new construction or other revenue sources that would allow the system to evolve with minimal financial impact on the taxpayers of the City.
17. The City of Hartford commits itself to maintaining an around-the-clock emergency communications center under the control of the Hartford Police Department.
18. The City will maintain an active storm water control program, including the equitable funding of these controls, the environmental protection of the Pike Lake Watershed, and the protection of water quality

2021 BUDGET POLICIES
City of Hartford Resolution # 3575

in the Rock River Basin.

19. The City will follow, to the maximum practical extent, a pattern of development consistent with SEWRPC's 2020 Land Use Plan.
20. Consistent with the long-term investment made by the City in constructing and rehabilitating municipal facilities and public works in the central downtown area, the City is committed to a public-private partnership to fully revitalize this important retail/commercial core of the community.
21. The City of Hartford recognizes the value of maintaining a well-trained, well-equipped, and adequately staffed Hartford Police Department. The City of Hartford commits itself to ensuring police department staffing consistent with historic service levels, as well as remaining proactively responsive to growth in our community by adopting a staffing ratio benchmark of no less than 1.7 sworn officers/1,000 Hartford residents.

PROGRAMMATIC POLICIES (Current Policy Objectives):

1. The City of Hartford shall reflect in the 2021 Annual Budget its desire to accommodate growth without adversely affecting the City's "core business", including emergency services, utilities, and public works. Priority in the allocation of additional financial resources shall be first given to the operational needs of these core areas.
2. The City will endeavor to maintain its current level of service to its citizens. Any proposed service reductions must be submitted with a statement clearly identifying both the savings anticipated and the public impact of the reductions.
3. The City will take all necessary steps to prevent the financial obligations of its tax incremental districts from impacting the tax levy and the undesignated fund balance of the General Fund.
4. The City will continue expansion and replacement of Hartford Municipal Airport infrastructures in cooperation with the State Bureau of Aeronautics.
5. The Table of Organization for the City of Hartford as presented in the 2021 Annual Budget shall not include any additional permanent positions unless authorized by the council.
6. The City will commit all appropriate resources to the fulfillment of safety and safety training requirements of the Wisconsin Department of Safety and Professional Service, as well as programs recommended by our risk management and safety consultants.
7. The Annual Budget will demonstrate the City's commitment to long-term staffing, training, and equipping of all emergency and safety programs.
8. The Annual Budget will provide resources necessary to continue the City's commitment to providing regional fire services as requested by townships.
9. The Annual Budget shall demonstrate a commitment to making all recreation areas in the City as safe as possible for our citizens, including the replacement of dangerous or obsolete recreational equipment.

2021 BUDGET POLICIES
City of Hartford Resolution # 3575

10. The Annual Budget will continue the City's pledge to develop a Rubicon River Parkway, creating a "green belt" through the City along its waterway.
11. Emphasis for calendar year 2021 shall continue to be placed upon the upgrading of existing water and electric distribution system components to ensure reliable service to customers.
12. The City shall continue to make quality of life investments into our community to augment our Rec Center, Library, Parks, Aquatic Center, Trails and much more.
13. The City of Hartford will evaluate and continue to evaluate the programs and services it provides to ensure they are in compliance with the ADA making adjustments as necessary. The City Administrator serves as the ADA Coordinator and will work with an ADA Project Team and Department Heads toward compliance of the ADA.

REVENUE POLICIES:

1. Budgeted revenues shall be based upon current trends and general price levels.
2. The City of Hartford shall continue to operate its electric, water, and sewer utilities without benefit of property tax levy. Hartford Electric and the Hartford Water Utility will continue to provide to the General Fund a payment in lieu of taxes per Public Service Commission rules. The Hartford Sewer Utility shall be responsible for payment to the General Fund of all indirect costs related to sewer system operations.
3. The City will review its Hartford Sewer Utility rate design to enable the utility to fully support reserve requirements and operating expenses of the Hartford Water Pollution Control Facility.
4. The City will look to maintain water or electric utility rate tariffs during 2021 and into the future and only explore increasing if the utility falls below their permitted rate of return.
5. Cost recovery fees and other non-property tax revenues, where appropriate, should be established to offset the cost of providing specific services, and will be reviewed annually by the Common Council in advance of the preparation of the Annual Budget. These fees and other revenues should be developed to recover costs associated with the service provided, recognizing that the City's ongoing social commitment to the community anticipates the creation of some user fees which will not recover 100% of associated costs.
6. The City will aggressively seek its fair share of available State and Federal grants and aids unless conditions attached to that assistance are contrary to the City's interests. Prior to applying for any intergovernmental aid, the City will examine the matching requirements so that the source and availability of funds may be determined before the application is made. The City will also assess the merits of a particular program as if it were funded with local tax dollars. Local tax dollars will not be used to make up for losses of intergovernmental aid without first reviewing the program and its merits.
7. The City will maintain a reasonable revaluation schedule to equitably distribute the cost of government among property owners.

2021 BUDGET POLICIES
City of Hartford Resolution # 3575

8. The property tax levy for operational purposes will not increase more than CPI-U for 20209 and the effect of net new construction, plus any change in levied debt service.
9. The City will, to the maximum extent possible, decrease dependence on property taxes and diversify the supporting revenue base in the General Fund.

DEBT MANAGEMENT POLICY:

1. Annual Budgets will ensure that debt management does not require the elimination of essential services.
2. No long-term debt shall be issued to finance operating expenditures.
3. The City will borrow each even numbered year for Capital Improvement Program purposes, with such borrowings being issued as General Obligation Promissory Notes or Bonds.
4. Biennial General Obligation Promissory Notes or Bonds shall have level annual payments except where significant funding sources outside the tax levy are available on a different schedule, or where facilities with anticipated useful lives in excess of 20 years are funded by such borrowings.
5. All biennial General Obligation Promissory Notes or Bonds (excluding issuances to fund major building structures) shall be repayable within 10 years of issuance.
6. Biennial General Obligation Promissory Notes shall not exceed \$3.75 million dollars.
7. The City will continue to provide tax levy support for debt service related to the Jack Russell Memorial Library, and the Veterans Memorial Aquatics Center.
8. The City will establish the undesignated fund balance in the General Fund (excluding amounts designated for working capital and encumbrances) at a minimum of 10% of the total revenues of the general fund and debt service fund, including property taxes. Undesignated fund balance beyond this level may be considered for the purpose of advance refunding of debt service issues or other non-recurring expenditures.
9. The City of Hartford, with overwhelming support via referendum, set the debt levy to a new level of roughly \$3M in 2017. We will take all necessary actions to stabilize that level of tax levy support for capital purposes unless another referendum is passed until at least 2035.
10. The City of Hartford shall be committed to meeting all bond and note covenants, and to act on behalf of bondholders in support of the City's general obligation bond rating.
11. The City of Hartford will maintain good communications with bond rating agencies, financial consultants, independent auditors, investors, and citizens regarding its financial condition.

CAPITAL IMPROVEMENT PROGRAM and CAPITAL OUTLAY POLICIES:

1. The 2021 Annual Budget shall incorporate in its entirety the 2021-2025 Capital Improvement Program reviewed by the Common Council on September 8, 2020. The Capital Improvement Program shall schedule the acquisition of physical, operational assets with useful lives of more than one year and

2021 BUDGET POLICIES
City of Hartford Resolution # 3575

original costs of at least \$10,000.

2. The 2021 Annual Budget shall provide all resources necessary to accomplish each 2021 Capital Improvement Program project within the calendar year and within the budget identified for the specific project. Any 2021 Capital Improvement Program project which, as a result of subsequent events, cannot be completed within the calendar year established for that project, must be reviewed by the Common Council prior to initiation of the project.
3. Capital projects shall be categorized by priorities 1, 2, 3, or 4. Projects ranked 1 or 2 shall be completed according to the Capital Improvement Program schedule. (See Exception below.) Projects ranked 3 or 4 may be adjusted or deleted for budgetary purposes within the construction period, subject to the instructions of the Common Council.

EXCEPTION: Capital projects funded by long-term debt shall be completed according to the Capital Improvement Program, provided the total borrowed cost of these projects does not exceed 110% of funds borrowed.

4. Capital Outlay items shall be defined as all fixed assets with original costs equal to or greater than \$5,000 but less than \$10,000.
5. The useful life of financed construction projects shall exceed the term of the financing.
6. The Capital Improvement Program 2021-2025 shall include the conclusions approved by the Common Council from the 2016 Facilities Study including the funding of the Veterans Memorial Aquatics Center.

Signed:

Timothy C. Michalak, Mayor

Introduced: July 10, 2020

Adopted: _____

Attest:

Lori Hetzel, Clerk

MISCELLANEOUS

COMMITTEE

REPORTS

PUBLIC WORKS COMMITTEE
June 23, 2020

The Public Works Committee met at 5:45 p.m. for a tour of various municipal sites. There were no items for the agenda.

Respectfully submitted,
Lori Hetzel, City Clerk

LH:pb
PWJUN23.20
Compiled by Pat Borlen, Deputy Clerk

FOR
INFORMATIONAL
PURPOSES
ONLY

CITY OF HARTFORD
MONTHLY TREASURER'S REPORT
JUNE 2020

City Bank And Investment Accounts

Bank Accounts:

First National Bank

Concentration Account	Acct# 12555901	Average Monthly Balance \$1,104,626
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First Bank Financial Centre

DOD Rehab Loan Fund Acct	Acct# 55001017	Average Monthly Balance \$204,440
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Landmark Credit Union

DOD Comm Revit Loan Fund Acct	Acct# 0131028243	Average Monthly Balance \$668,003
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Investments:

Local Government Investment Pool	Current Balance \$10,686,169
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Charles Schwab	Current Balance \$15,972,582
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Certificates of Deposit At Local Banks	Current Balance \$4,500,000
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Municipal Investment Sweep Account (First Bank Financial Centre)	Current Balance \$2,500,000
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Respectfully submitted,



Dawn Timm
Finance Director/Treasurer

STREET DEPARTMENT MONTHLY REPORT

June 2020

(Signature) 2020

Curbside Solid Waste Pickup:

	Tons of solid waste ►	383.43
379.22	◀ <i>Tons of solid waste <u>last month</u></i>	

Curbside Recycling Pickup:

	Paper & Cardboard AND Commingles in (Glass, Plastic, Cans) RECYCLING CART ►	100.27
86.77	◀ <i>Tons of recyclables <u>last year</u></i>	

1. Special or specific projects/tasks/activities accomplished during this month:

Picked up Excessive Garbage on Fridays	Picked up Brush and chipped curbside
Cleaned/Rebuildt/Repaired Catch Basins and Outfalls	Assisted Contractor with Sidewalk Repair/Replace Program
Patched and asphalted streets as needed	Crack Fill/Joint Seal streets
Resolved Recycling & Garbage complaints	Repaired & Replaced Street Signs as needed
Paint striping on streets, crosswalks, and parking lots	Assisted Water Dept. with Water Main Breaks
Delivered & repaired Recycling & Garbage Carts	EAB infected Tree Removal & Tree Trimming
Cleared debris/vegetation from drainage ditches	Maintenance of all City equipment

2. Training/Staff Development activities occurring during the month:

<i>n/a</i>	Date
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OVERTIME

DATE	PURPOSE FOR OVERTIME	TIME AND ONE HALF
6/11/2020	Prepping for blacktop	3.30
MONTHLY TOTAL ►		3.30
<i>Previous year's Overtime Total ►</i>		<i>43.00</i>

ELECTRIC & WATER MONTHLY DEPARTMENT REPORT

June, 2020

REGULAR MONTHLY ACTIVITIES

1. Street Lights
2. Tree Trimming
3. Hydrant Maintenance
4. Water Samples
5. Well Maintenance

SPECIAL MONTHLY ACTIVITIES

1. Electric Rear Lot Line - Sunset Dr.
2. Farmstead Creek – Slinger
3. Paint 300K Tower
4. DNR Sanitary Survey

UPCOMING ACTIVITIES

1. Rebuild Electric – Harrison St.
2. Line Extension – American Eagle, Slinger
3. Lead & Copper Sampling
4. Leak Survey – North Side of Hwy 60

TRAINING SESSIONS

On hold due to COVID-19

OVERTIME

<u>PURPOSE FOR OVERTIME</u>	<u>HOURS</u>
Maintenance of Lines	32.1
Maintenance of Substation	0.5
Replace Decorative St. Light Hit by Vehicle – Main St.	2.0
Trouble Calls – Slinger	14.1
Maintenance of Pumping Plant	7.7
Maintenance of Water Service	1.0
Well Run – Weekends	<u>16.0</u>
TOTAL	73.4