



N64W23760 Main Street  
Sussex, Wisconsin 53089  
Phone (262) 246-5200  
FAX (262) 246-5222  
Email: [info@villagesussex.org](mailto:info@villagesussex.org)  
Website: [www.villagesussex.org](http://www.villagesussex.org)

**PUBLIC WORKS COMMITTEE  
VILLAGE OF SUSSEX  
6:00 P.M. TUESDAY, JUNE 6, 2023  
SUSSEX CIVIC CENTER- VILLAGE BOARD ROOM 2<sup>nd</sup> FLOOR  
N64W23760 MAIN STREET**

Pursuant to Section 19.84, Wis. Stats., notice is hereby given of a meeting of the Sussex Public Works Committee, at which a quorum of the Village Board may attend in order to gather information about a subject which they have decision making responsibility. The meeting will be held at the above noted date, time and location. Notice of Village Board Quorum: (Chairperson to announce the following if a quorum of the Village Board is in attendance at the meeting: Please let the minutes reflect that a quorum of the Village Board is present and that the Village Board members may be making comments if the rules are suspended to allow them to do so.)

1. Roll call.
2. Consideration and possible action on minutes of the May 2, 2023 Public Works meeting.
3. Comments from Citizens
4. Consideration and possible action on bills for payment.
5. Consideration and possible action on Utility Items:
  - A. Compliance Maintenance Annual Report Resolution 23-24
  - B. Bids for Woodside Water Tower Riser Pipe Replacement
6. Consideration and possible action on Sidewalk and Street Items:
7. Consideration and possible action on Other Public Works Items:
8. Staff report, updates, and possible action regarding subdivision, developments, and projects:
  - A. Engineer's Report
9. Other discussions for future agenda topics
10. Adjournment.

Scott Adkins  
Chairperson

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Jeremy Smith  
Village Administrator

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact the Village Clerk at 246-5200.

**DISCLAIMER-THE FOLLOWING ARE DRAFT MINUTES  
FROM THE PUBLIC WORKS COMMITTEE AND ARE  
SUBJECT TO CHANGE UPON APPROVAL OF THE COMMITTEE**

**VILLAGE OF SUSSEX  
SUSSEX, WISCONSIN**

**Minutes of the Public Works Committee of  
May 2, 2023**

**1. Roll Call:**

The meeting was called to order by Trustee Adkins at 6:00 p.m.

Members present: Trustee Scott Adkins, Trustee Lee Uecker, President LeDonne, and Member Keith Markano

Member absent: Trustee Benjamin Jarvis

Also present: Village Administrator Jeremy Smith, Assistant Village Administrator Kelsey McElroy-Anderson, Village Engineer/Public Works Director Judith Neu, Assistant Village Engineer Secret Strobl, Assistant Public Works Director Dennis Wolf, and members of the Public.

A quorum of the Village Board was not present at the meeting.

**2. Consideration and possible action on minutes:**

A motion by Markano, seconded by Uecker to approve the April 4, 2023 meeting minutes as presented.

Motion carried 4-0

**3. Comments from Citizens:**

Mr. Michael Carlson expressed concerns about the lack of directional signage for trucks at the corner of Main Street and Waukesha Avenue.

**4. Consideration and possible action on bills for payment:**

A motion by Uecker seconded by Markano to recommend to the Village Board approval of bills for payment in the amount of \$169,202.56.

Motion carried 4-0

**5. Consideration and possible action on Utility Items:**

**A. Water Softener Program**

Assistant Public Works Director Dennis Wolf presented the proposed program. There was consensus that only those replacing an existing timer based water softener with an on-demand water softener would be eligible for the upgrade incentive. All systems (replacement and new construction) are eligible for this optimization program.

A motion by Adkins seconded by Markano to recommend to the Village Board approval of the Water Softener Program as presented and with the above listed clarifications.

Motion carried 4-0

**6. Consideration and possible action on Sidewalk and Street Items:**

None

**7. Consideration and possible action on Other Public Works Items:**

**A. Monument Headstone at Cemetery**

Ms. Barbara Rankin presented the request to the Committee.

A motion by LeDonne seconded by Uecker to recommend to the Village Board approval of the monument headstone request by the Rankin family as presented.

Motion carried 4-0

**8. Staff Reports, update and issues, and possible action regarding subdivision, developments, and projects:**

**A. Engineer's Report**

Ms. Strobl summarized the Engineer's Report included in the meeting packet.

**B. Accepting Public Improvements at the Courtyard at Sussex**

A motion by Adkins seconded by Markano to recommend to the Village Board approval of Resolution 23-23 accepting the public improvements at the Courtyard at Sussex.

Motion carried 4-0

**9. Other discussion for future agenda topics**

Trustee Adkins asked staff to review the signage at the corner of Main Street and Waukesha Avenue.

**10. Adjournment**

A motion by Adkins seconded by Uecker to adjourn the meeting at 6:36pm

Motion carried 4-0

Respectfully submitted,

Kelsey McElroy-Anderson  
Assistant Village Administrator

DRAFT

VILLAGE OF SUSSEX

PUBLIC WORKS COMMITTEE

BILLS FOR PAYMENT

6/6/2023

VENDOR	AMOUNT		%COMPLETED	NOTES
GILES ENGINEERING ASSOCIATES, INC.	\$ 1,398.50	2023 ROAD PROGRAM - DATED 4/30/2023	2.6%	PREPAID - DUE DATE
R. A. SMITH	\$ 165.00	WOODLAND TRAILS PHASE 2 - APRIL 2023	ONGOING	BILL TO DEVELOPER: NEUMANN
R. A. SMITH	\$ 30,274.48	2023 ROAD PROGRAM - DATED APRIL 2023	31.5%	
RUEKERT & MIELKE, INC.	\$ 1,837.06	REDFORD HILLS S/D - PROF. SERVICES 2/25-3/24/2023	ONGOING	BILL TO DEVELOPER: CAS INVESTMENTS
RUEKERT & MIELKE, INC.	\$ 5,859.14	WATER MODELING - PROF. SERVICES 2/25-4/21/2023	68.4%	
RUEKERT & MIELKE, INC.	\$ 154.50	THE HIGHLANDS - PHASE B - PROF, SERVICES 3/25-4/21/2023	ONGOING	BILL TO DEVELOPER: WANGARD PARTNERS
THE SIGMA GROUP	\$ 560.00	THE HIGHLANDS - PHASE B - PROF, SERVICES THRU 11/30/2022	100.0%	TID #7 - FINAL DEVELOPER PAYMENT
VEIT & COMPANY	\$ 14,882.26	THE HIGHLANDS - PHASE B - CONSTRUCTION	100.0%	TID #7 - FINAL DEVELOPER PAYMENT
SHORT ELLIOTT HENDRICKSON	\$ 2,961.50	WOODSIDE WATER TOWER RISER PIPE REPLACEMENT	27.0%	
WOLF PAVING CO., INC.	\$ 743,826.06	2023 ROAD PROGRAM - PERIOD OF 4/7-5/15/2023	15.0%	
TOTAL	\$ 801,918.50			



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## MEMORANDUM

To: Public Works Committee  
From: Dennis Wolf, Assistant Public Works Director Operations  
Date: May 31, 2023  
**Re: Compliance Maintenance Annual Report**

Each year, staff prepares the Compliance Maintenance Annual Report for the Sussex Regional Wastewater Treatment Facility, as required by the Department of Natural Resources. This report must be reviewed and accepted by the Village Board by a Resolution. The facility received an “A” rating for 2022. A few highlights from the report include:

- There were seven exceedances in effluent parameters for chlorides in 2022, compared to seven chloride exceedances in 2021. Our DNR WPDES Permit contains a list of chloride source reduction measures that staff is working on to lessen chloride discharges to the wastewater treatment plant from our users. In 2023, staff will also implement a pilot incentive program for water softener exchanges for Sussex users.
- In October of 2022, the treatment plant failed an annual DNR required Whole Effluent Toxicity test. The WET test is used to determine if unknown toxins are present in the treatment plant discharge water. Types of unknown toxins would include certain types of chemical cleaners and solvents discharged to the sewer plant. Two retests passed the criteria, which satisfied DNR requirements for testing. Staff contacted large industrial users to determine if any procedures or chemical changes were made which may have affected the plant. Upon further review, staff felt that improper cleaning of sampling equipment may have contributed to the initial toxicity failure.
- All biosolids field application rates, metal quality limits, and field soil tests, met required DNR criteria.
- In the financial replacement fund section, two raw sewage pump repairs, one which was not anticipated, depleted the account below recommended levels. This will be addressed in 2023.

The overall grade point average of the 2022 Compliance Maintenance Annual Report is 4.00, which means there were no deduction of points for noncompliance.

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

## Influent Flow and Loading

### 1. Monthly Average Flows and BOD Loadings

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

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	1.8316	x	267	x	8.34	=	4,081
February	1.8113	x	261	x	8.34	=	3,948
March	2.1281	x	228	x	8.34	=	4,038
April	2.8835	x	190	x	8.34	=	4,563
May	2.7721	x	166	x	8.34	=	3,842
June	2.4292	x	213	x	8.34	=	4,323
July	2.1931	x	210	x	8.34	=	3,845
August	2.1802	x	191	x	8.34	=	3,466
September	2.8650	x	165	x	8.34	=	3,934
October	2.3118	x	163	x	8.34	=	3,136
November	2.6722	x	122	x	8.34	=	2,714
December	2.6408	x	120	x	8.34	=	2,642

### 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	5.1	x	90	=	4.59
		x	100	=	5.1
Design BOD, lbs/day	6790	x	90	=	6111
		x	100	=	6790

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
<b>Total Number of Points</b>					<b>0</b>

0

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 2022

## 3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?  
● Yes Enter last calibration date (MM/DD/YYYY)

2022-04-05

○ 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

1768030

gallons

○ No

Holding Tanks

● Yes

10508121

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.

Plant performance was not affected.

## 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

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:

5/31/2023

**2022**

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.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>



# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

## Effluent Quality and Plant Performance (BOD/CBOD)

### 1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	10	10	1	1	0	0
February	10	10	2	1	0	0
March	10	10	3	1	0	0
April	10	10	2	1	0	0
May	5	5	1	1	0	0
June	5	5	0	1	0	0
July	5	5	0	1	0	0
August	5	5	1	1	0	0
September	5	5	1	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
<b>Total number of points</b>			<b>0</b>

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)

- No

If No, please explain:

### 3. Treatment Problems

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

### 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

0

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

If Yes, please explain:

The chloride variance permit was exceeded seven times. January, February, March, July, August, September and November. Staff continues to implement the Source Reduction Measures as listed in our WPDES permit.

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

- Yes
- No

If Yes, please explain:

The Chronic toxicity test failed in October 2022. Retests completed in December 2022, and January 2023 passed.

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

- Yes
- No
- N/A

Please explain unless not applicable:

Staff contacted our large industrial users to see if they had changed any chemicals or procedures. We also reviewed our cleaning procedures of our sampling equipment, and feel that may have contributed to the failed test.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

## Effluent Quality and Plant Performance (Total Suspended Solids)

### 1. Effluent Total Suspended Solids Results

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

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	10	10	1	1	0	0
February	10	10	2	1	0	0
March	10	10	3	1	0	0
April	10	10	2	1	0	0
May	10	10	1	1	0	0
June	10	10	0	1	0	0
July	10	10	1	1	0	0
August	10	10	2	1	0	0
September	10	10	1	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		
<b>Points per each exceedance with 12 months of discharge:</b>	<b>7</b>	<b>3</b>	
Exceedances	0	0	
Points	0	0	
<b>Total Number of Points</b>		<b>0</b>	

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?

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

## Effluent Quality and Plant Performance (Ammonia - NH3)

### 1. Effluent Ammonia Results

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

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit 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	5		.05	0					
February	5		.013	0					
March	5		0	0					
April	3.2		.031	0					
May	1.9		0	0					
June	1.9		0	0					
July	1.9		0	0					
August	1.9		0	0					
September	1.9		0	0					
October	3.8		.089	0					
November	5		.012	0					
December	5		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
<b>Total Number of Points</b>									<b>0</b>

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?

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

## 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	.225	0.053	1	0
February	.225	0.035	1	0
March	.225	0.056	1	0
April	.225	0.036	1	0
May	.225	0.038	1	0
June	.225	0.051	1	0
July	.225	0.069	1	0
August	.225	0.069	1	0
September	.225	0.052	1	0
October	.225	0.073	1	0
November	.225	0.087	1	0
December	.225	0.080	1	0
Months of Discharge/yr			12	
<b>Points per each exceedance with 12 months of discharge:</b>				<b>10</b>
Exceedances				0
<b>Total Number of Points</b>				<b>0</b>

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?

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

## 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?

1056.9 acres

2.1.2 How many acres did you use?

96.5 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. 002 - Liquid Sludge

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling
Arsenic		41	75	<21.3			<28.5			<28.3			<35.7				0	0
Cadmium		39	85	<1.1			<1.9			<1.9			<2.4				0	0
Copper		1500	4300	339			325			467			588				0	0
Lead		300	840	<21.3			<19			<18.9			<23.8				0	0
Mercury		17	57	<.0105			<.006			.165			<.0132				0	0
Molybdenum	60		75	11.5			9.35			11.5			13.5			0		0
Nickel	336		420	12.8			11			15.6			16.7			0		0
Selenium	80		100	<42.6			<38.1			<37.8			<47.5			0		0
Zinc		2800	7500	409			407			465			650				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

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

- 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:	<b>002</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2022 - 12/31/2022
Density:	825,763
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

Outfall Number:	<b>002</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2022 - 06/30/2022
Density:	825,763
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

Outfall Number:	<b>002</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2022 - 09/30/2022
Density:	174,230
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

Outfall Number:	<b>002</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2022 - 12/31/2022
Density:	4,791
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

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

Yes (40 Points)

No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

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

Outfall Number:	<b>002</b>
Method Date:	12/31/2022
Option Used To Satisfy Requirement:	Incorporation when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	<b>002</b>
Method Date:	06/30/2022
Option Used To Satisfy Requirement:	Incorporation when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	



# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

Outfall Number:	<b>002</b>	
Method Date:	09/30/2022	
Option Used To Satisfy Requirement:	Incorporation when land apply	
Requirement Met:	Yes	
Land Applied:	Yes	
Limit (if applicable):		
Results (if applicable):		
Outfall Number:	<b>002</b>	<b>0</b>
Method Date:	12/31/2022	
Option Used To Satisfy Requirement:	Incorporation when land apply	
Requirement Met:	Yes	
Land Applied:	Yes	
Limit (if applicable):		
Results (if applicable):		
<p>5.2 Was the limit exceeded or the process criteria not met at the time of land application?</p> <p><input type="radio"/> Yes (40 Points)</p> <p><input checked="" type="radio"/> No</p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <p><input checked="" type="radio"/> &gt;= 180 days (0 Points)</p> <p><input type="radio"/> 150 - 179 days (10 Points)</p> <p><input type="radio"/> 120 - 149 days (20 Points)</p> <p><input type="radio"/> 90 - 119 days (30 Points)</p> <p><input type="radio"/> &lt; 90 days (40 Points)</p> <p><input type="radio"/> N/A (0 Points)</p> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>		
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; padding: 5px;"> <p>Our contractor hauled 7.1 million gallons of sludge in 2022. about 1 million gallons were hauled in spring, and both storage tanks were full in July. Our contractor was able to haul on some wheat fields to give us room, until fall when they were able to empty both tanks. Contract hauler also used fields under their permit to apply our biosolids.</p> </div>		

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

## 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"><li><input type="radio"/> Yes</li><li><input checked="" type="radio"/> No</li></ul> <p>If No, please explain:</p> <div style="border: 1px solid black; padding: 5px; margin-bottom: 10px;">We were down one staff member for about 6 months until we were able to fill a vacancy. We have also added one additional staff member in January 2023 to assist with the new duties for Lannon.</div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"><li><input checked="" type="radio"/> Yes</li><li><input type="radio"/> No</li></ul> <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"><li><input checked="" type="radio"/> Yes (Continue with question 2) <input type="checkbox"/></li><li><input type="radio"/> No (40 points) <input type="checkbox"/></li></ul> <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"><li><input checked="" type="radio"/> Yes</li><li><input type="radio"/> No (10 points)</li></ul> <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"><li><input checked="" type="radio"/> Yes<ul style="list-style-type: none"><li><input type="radio"/> Paper file system</li><li><input type="radio"/> Computer system</li><li><input checked="" type="radio"/> Both paper and computer system</li></ul></li><li><input type="radio"/> No (10 points)</li></ul>	<b>0</b>
<p>3. O&amp;M Manual</p> <p>3.1 Does your plant have a detailed O&amp;M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none"><li><input checked="" type="radio"/> Yes</li><li><input type="radio"/> No</li></ul>	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"><li><input checked="" type="radio"/> Excellent</li><li><input type="radio"/> Very good</li><li><input type="radio"/> Good</li><li><input type="radio"/> Fair</li><li><input type="radio"/> Poor</li></ul>	

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

Describe your rating: Preventative maintenance is performed at manufacture recommended intervals.	
--	--

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

## Operator Certification and Education

### 1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

DENNIS T WOLF

Certification No:

12156

0

### 2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

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

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance.)

- Yes (0 points)
- No (20 points)

### 3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- One or more additional certified operators on staff
- An arrangement with another certified operator
- An arrangement with another community with a certified operator
- An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- A consultant to serve as your certified operator
- None of the above (20 points)

If "None of the above" is selected, please explain:

0

### 4. Continuing Education Credits

4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

OIT and Basic Certification: ○ Averaging 6 or more CECs per year. ○ Averaging less than 6 CECs per year. Advanced Certification: ● Averaging 8 or more CECs per year. ○ Averaging less than 8 CECs per year.	
---	--

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 2022

## Financial Management

1. Provider of Financial Information Name: <input type="text" value="Taylor Walls"/> Telephone: <input type="text" value="262-372-3478"/> (XXX) XXX-XXXX E-Mail Address (optional): <input type="text" value="twalls@sussexwi.gov"/>		
2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? ● Yes (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ No (40 points) If No, please explain: <input type="text"/> 2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input type="text" value="2022"/> ● 0-2 years ago (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> <input type="checkbox"/> ○ N/A (private facility) 2.3 Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? ● Yes (0 points) ○ No (40 points)		<b>0</b>
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]		
3. Equipment Replacement Funds 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input type="text" value="2019"/> ● 1-2 years ago (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> <input type="checkbox"/> ○ N/A If N/A, please explain: <input type="text"/>		
3.2 Equipment Replacement Fund Activity		
<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$ <input type="text" value="902,872.78"/>	
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+ \$ <input type="text" value="55,884.22"/>	
3.2.3 Adjusted January 1st Beginning Balance	\$ <input type="text" value="958,757.00"/>	
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+ \$ <input type="text" value="77,900.00"/>	

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

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

\$ 222,691.74

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

\$ 813,965.26

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.

Preliminary treatment repairs - raw sewage pump - \$198,688.20  
Secondary treatment repairs - gear box/valves - \$21,676  
Other Purchase of Equipment - metering pumps - \$2,327.54

3.3 What amount should be in your Replacement Fund? \$ 896,800.00

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

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

- Yes
- No

If No, please explain.

Significant large repairs and replacements in 2022 were paid from the replacement fund, and will be replenished in upcoming 2023 year.

## 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	CIP - Valve replacement, aeration equipment upgrades, gravity thickener rebuild, sprinkler system upgrades, parking lot re-pavement.	\$1,125,000	2025

## 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:

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	5,789	6
February	5,506	7
March	6,219	5
April	5,686	5
May	3,249	12
June	2,429	6
July	2,101	7
August	2,194	8
September	2,397	6
October	2,276	11
November	3,624	8
December	5,035	8
<b>Total</b>	<b>46,505</b>	<b>89</b>
<b>Average</b>	<b>3,875</b>	<b>7</b>

## 6.1.2 Comments:

All natural gas use is from the Johannsen Farms lift station to run the backup generator.

## 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:

Electric Heaters

## 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:



# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

## 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?

Nothing at this time.

## 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)
<b>January</b>	113,400	56.78	1,997	126.51	896	4,993
<b>February</b>	98,400	50.72	1,940	110.54	890	3,869
<b>March</b>	136,200	65.97	2,065	125.18	1,088	2,838
<b>April</b>	128,100	86.51	1,481	136.89	936	1,421
<b>May</b>	137,400	85.94	1,599	119.10	1,154	625
<b>June</b>	150,300	72.88	2,062	129.69	1,159	234
<b>July</b>	129,600	67.99	1,906	119.20	1,087	151
<b>August</b>	134,100	67.59	1,984	107.45	1,248	131
<b>September</b>	148,200	85.95	1,724	118.02	1,256	439
<b>October</b>	133,200	71.67	1,859	97.22	1,370	1,203
<b>November</b>	133,200	80.17	1,661	81.42	1,636	1,591
<b>December</b>	115,800	81.86	1,415	81.90	1,414	4,361
<b>Total</b>	<b>1,557,900</b>	<b>874.03</b>		<b>1,353.12</b>		<b>21,856</b>
<b>Average</b>	<b>129,825</b>	<b>72.84</b>	<b>1,808</b>	<b>112.76</b>	<b>1,178</b>	<b>1,821</b>

7.1.2 Comments:

### 7.2 Energy Related Processes and Equipment

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

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

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 2022

Phosphorus removal chemical pumping  
Secondary filtration pumping  
Sludge storage tank mixing/truck filling pump

## 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?

Nothing at this time.

## 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:

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 2022

## Sanitary Sewer Collection Systems

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

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

- Yes
- No

If No, explain:

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

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

If No or N/A, explain:

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

- Goals [NR 210.23 (4)(a)]

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

1. Clean 25% of sewer collection system
2. Identify areas of inflow and infiltration, and have them repaired.
3. Update GIS mapping and data base for new construction.
4. Complete CMAR and update CMOM.

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) 2019-10-08

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

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

<p><input checked="" type="checkbox"/> Up-to-date sewer system map</p> <p><input checked="" type="checkbox"/> A management system (computer database and/or file system) for collection system information for O&amp;M activities, investigation and rehabilitation</p> <p><input checked="" type="checkbox"/> A description of routine operation and maintenance activities (see question 2 below)</p> <p><input checked="" type="checkbox"/> Capacity assessment program</p> <p><input checked="" type="checkbox"/> Basement back assessment and correction</p> <p><input checked="" type="checkbox"/> Regular O&amp;M training</p> <p><input checked="" type="checkbox"/> Design and Performance Provisions [NR 210.23 (4) (e)] <input type="checkbox"/> <input type="checkbox"/></p> <p>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?</p> <p><input checked="" type="checkbox"/> State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements</p> <p><input checked="" type="checkbox"/> Construction, Inspection, and Testing</p> <p><input type="checkbox"/> Others:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p><input checked="" type="checkbox"/> Overflow Emergency Response Plan [NR 210.23 (4) (f)] <input type="checkbox"/> <input type="checkbox"/></p> <p>Does your emergency response capability include:</p> <p><input checked="" type="checkbox"/> Responsible personnel communication procedures</p> <p><input checked="" type="checkbox"/> Response order, timing and clean-up</p> <p><input checked="" type="checkbox"/> Public notification protocols</p> <p><input checked="" type="checkbox"/> Training</p> <p><input checked="" type="checkbox"/> Emergency operation protocols and implementation procedures</p> <p><input checked="" type="checkbox"/> Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] <input type="checkbox"/> <input type="checkbox"/></p> <p><input type="checkbox"/> Special Studies Last Year (check only those that apply):</p> <p><input type="checkbox"/> Infiltration/Inflow (I/I) Analysis</p> <p><input type="checkbox"/> Sewer System Evaluation Survey (SSES)</p> <p><input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP)</p> <p><input type="checkbox"/> Lift Station Evaluation Report</p> <p><input type="checkbox"/> Others:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	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	25	% of system/year
Root removal	0	% of system/year
Flow monitoring	10	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	12	% of system/year
Manhole inspections	30	% of system/year
Lift station O&M	4	# per L.S./year
Manhole rehabilitation	1	% of manholes rehabbed
Mainline rehabilitation	1	% of sewer lines rehabbed
Private sewer inspections		

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

Private sewer I/I removal	<input type="text" value="0"/>	% of system/year
River or water crossings	<input type="text" value="0"/>	% of private services
River or water crossings	<input type="text" value="0"/>	% of pipe crossings evaluated or maintained

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

2022 Road Program Activities:  
 Relined 233' of 1" clay pipe in Silver Spring Dr.  
 Abandoned 277' of 8' PVC pipe, 2 manholes, and extended 4 laterals to main on Silver Spring Dr.  
 Televised 34,000 feet of sanitary sewer pipe in Prides Subdivision  
 Pressure tested pipe joints and grouted leaks on 750' of 24" interceptor.

3. Performance Indicators

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

<input type="text" value="35.79"/>	Total actual amount of precipitation last year in inches
<input type="text" value="34.89"/>	Annual average precipitation (for your location)
<input type="text" value="50"/>	Miles of sanitary sewer
<input type="text" value="2"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="1"/>	Number of basement backup occurrences
<input type="text" value="1"/>	Number of complaints
<input type="text" value="1.811"/>	Average daily flow in MGD (if available)
<input type="text" value="2.237"/>	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="0.02"/>	Basement backups (number/sewer mile)
<input type="text" value="0.02"/>	Complaints (number/sewer mile)
<input type="text" value="1.2"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **			
Date	Location	Cause	Estimated Volume
None reported			

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

5. Infiltration / Inflow (I/I)

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

Yes

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

<p>● No If Yes, please describe: <input type="text"/></p> <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? ○ Yes ● No If Yes, please describe: <input type="text"/></p> <p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years: <input type="text"/> No significant changes were noted. There was one rain event in September where the daily flow was 5.522 mgd. No problems occurred at the plant.</p> <p>5.4 What is being done to address infiltration/inflow in your collection system? <input type="text"/> During road reconstruction projects, we have the corresponding sewer lines televised to determine the condition of the pipe, as well as inspect all manholes. Areas of concern; leaks, cracks, deteriorated structures, are repaired or replaced. Also, during normal inspections of the system, any defects are also repaired.</p>
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<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 **2022**

## Grading Summary

WPDES No: 0020559

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
<b>TOTALS</b>			<b>37</b>	<b>148</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

### Notes:

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



# Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: Reporting For:  
5/31/2023 2022

## 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**

STATE OF WISCONSIN

VILLAGE OF SUSSEX

COUNTY OF WAUKESHA

**RESOLUTION No. 23-24**

A Resolution to Accept the Compliance Maintenance Annual Report

**WHEREAS:** The Department of Natural Resources requires a Compliance Maintenance Annual Report for the Sussex Regional Wastewater Treatment Facility; and

**WHEREAS:** The Assistant Director of Public Works has prepared said report; and

**WHEREAS:** The Public Works Committee and the Village Board have reviewed and discussed said report.

**NOW THEREFORE, BE IT RESOLVED** by the Village Board of the Village of Sussex, Waukesha County, Wisconsin, that:

**SECTION 1:** The Village Board has reviewed the Compliance Maintenance Annual Report which is attached to this resolution.

**SECTION 2:** The Village Clerk and Assistant Director of Public Works are hereby authorized and directed to forward a copy of this resolution to the Department of Natural Resources.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2023

VILLAGE OF SUSSEX

\_\_\_\_\_  
Anthony LeDonne  
Village President

ATTEST

\_\_\_\_\_  
Jennifer Moore  
Village Clerk



N64W23760 Main Street  
Sussex, Wisconsin 53089  
Phone (262) 246-5200  
FAX (262) 246-5222  
Email: [info@villagesussex.org](mailto:info@villagesussex.org)  
Website: [www.villagesussex.org](http://www.villagesussex.org)

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## MEMORANDUM

To: Public Works Committee  
From: Secret T. Strobl, Assistant Village Engineer  
Date: June 1, 2023  
**Re: Woodside Water Tower Riser Pipe Replacement - 2023**

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Bids for the Woodside Water Tower Riser Pipe Replacement - 2023 were received and opened at 2:00 PM on Thursday, June 1, 2023. Seven (7) bids were received and are listed below.

Contractor	City, State	Base Bid Total
Lane Tank Company	Menomonie, WI	\$72,250.00
Viking Painting	La Vista, NE	\$72,600.00
General Construction Services	Somerset, WI	\$85,677.04
Classic Protective Coatings	Menomonie, WI	\$97,850.00
Maguire Iron	Sioux Falls, SD	\$116,000.00
Champion Tank Services	Clitherall, MN	\$118,500.00
Central Tank Coatings	Elgin, IA	\$135,000.00

Staff has reviewed the bids and the qualifications of Lane Tank Company, Inc. the low bidder. Based on previous work done for the Village and other municipalities in Wisconsin, and a review of their Prequalification Statement and Bidders Proof of Responsibility, we find that they are capable of performing the work described in the Contract Documents.

In 2022 a leak in the riser pipe at the Woodside Water Tower developed at a welded joint of the pipe. A temporary patch was installed on the ¼" hole to stop the leak, but during that repair the pipe was found to have internal thinning which required entire pipe replacement. Funds for the replacement will come from the Water tower maintenance funds, which will be replenished over time.

Staff recommends that the contract be awarded to Lane Tank Company, Inc. in the amount of \$72,250.00. We further recommend that the standard 10% contingency of \$7,225.00 be established for a total allocation of \$79,475.00.



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## MEMORANDUM

To: Public Works Committee  
From: Secret Strobl, Assistant Village Engineer  
Date: May 31, 2023  
**Re: Engineering Monthly Report – June 2023**

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### 2023 Road Program

- Work in Phase 1 is essentially complete other than pavement markings and punch list.
- Curb and utility repairs in Phase 2 are done. Restoration is underway.
- The Yard Waste site driveway paving is done. Public Works staff will take care of restoration along the edges of the driveway.
- The pavement in Phase 2 will be removed June 19<sup>th</sup> (after school is out). The contractor anticipates that grading and paving in this phase will take about 2 weeks, weather permitting.
- Utility work has started in Phase 3. The work will take about 2 months to complete.
- Curb work has started in Phase 3. Contractor intends to have most of the driveway curb done in the next 2 weeks, which is 1/2 to 3/4 of the curb work in this phase. There will be some driveway disturbance with the utility work that will need to be repaired later.
- We Energies is reinstalling light poles along Prides Road this week.
- Concrete pavement replacement on Executive Drive at Lisbon Road is planned for mid-June.

### Melinda Weaver Park Improvements:

- Concrete work is done. Paving of the play surface and parking lot is scheduled for the week of June 5<sup>th</sup>. The new asphalt on the play surface needs to cure for about 1 month before the painting can be done so it will look nearly ready for play in early July, but it will not be open for play until early August.

### Miscellaneous:

- Well 4 is back in service and we've seen a capacity increase of +/-70 GPM because of the work.
- DOT is planning to repair and resurface STH 164 from Swan Road to just north of CTH Q in 2027. The plans are approximately 60% complete.
- Public Works staff completed the concrete for the shade structure at the Splash Pad, graded and paved the Gaga Ball Pit area in Village Park, and assisted in the installation of the Bubbler at Armory Park.
- Ben Heinen, one of our interns from last summer, has started as a full-time water operator. Nichole Brahm, our part time plow driver, has started as a full-time streets employee. We currently have one summer intern, Jacob Merkel, who is focused on water.

### Developments:

- Vista Run Phase 2: Sidewalk construction is done.
- Redford Hills: Sidewalk installation is done. Punch list work is underway.
- Highlands Court (Brown Farm): Curb is being poured this week. Concrete pavement should be installed in the coming weeks.
- Silver Spring Water Main Extension, High School to Miller Way: Lisbon's contractor plans to start construction the week of June 12<sup>th</sup>.
- Golden Fields: Revised plans have been submitted and are under review. The Developer would like to start construction in June.