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PUBLIC WORKS COMMITTEE
VILLAGE OF SUSSEX
6:00 P.M. TUESDAY, JUNE 4, 2024
SUSSEX CIVIC CENTER- VILLAGE BOARD ROOM 2nd FLOOR
N64W23760 MAIN STREET

Pursuant to Section 19.84, Wis. Stats., notice is hereby given of a meeting of the 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. Notice of Village Board Quorum if such exists: (Chairperson to state: Please let the minutes reflect that a quorum of the Village Board is present and they may make comments if the rules are suspended to allow for the same.)

1. Roll call.
2. Consideration and possible action on minutes of the May 7, 2024, 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. 2023 CMAR Resolution
   B. Booster Pump Replacement
   C. Vista Run Stormwater Management Agreement
6. Consideration and possible action on Sidewalk and Street Items:
   A. Vista Run Sidewalk Easements
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

_____

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 7, 2024

1. Roll Call:
The meeting was called to order by Trustee Adkins at 6:02pm.

Members present: Trustee Scott Adkins, Trustee Lee Uecker, Trustee Benjamin Jarvis, and Member Keith Markano

Members absent: None

Also present: President Anthony LeDonne, Assistant Village Administrator Kelsey McElroy-Anderson, Village Administrator Jeremy Smith, Village Engineer/Public Works Director Judith Neu, and members of the Public.

A quorum of the Village Board was present at the meeting.

2. Consideration and possible action on minutes:
A motion by Uecker, seconded by Jarvis to approve the April 2, 2024 meeting minutes as presented.
Motion carried 4-0

3. Comments from Citizens:

4. Consideration and possible action on bills for payment:
A motion by Adkins, seconded by Markano to recommend to the Village Board approval of bills for payment in the amount of $51,070.43. Motion carried 4-0

5. Consideration and possible action on Utility Items:
A. Beer Capital Stormwater Maintenance Agreement

Trustee Uecker asked if there are other existing ponds on this site. Ms. Neu responded that there are four existing ponds.

Member Markano asked who is responsible for the testing to which Ms. Neu responded that Beer Capital is responsible, but they are required to provide the Village a copy of the reports.

A motion by Markano, seconded by Jarvis to recommend to the Village Board approval of the Beer Capital Stormwater Maintenance Agreement. Motion carried 4-0

B. R.A.S. Pump #2 Replacement at the WWTF

Trustee Uecker asked if this is the oldest pump and Mr. Smith responded that there are older pumps.

A motion by Uecker, seconded by Markano to recommend to the Village Board approval of the R.A.S. Pump #2 Replacement at the WWTF in the amount of $40,729.70. Motion carried 4-0

C. Vista Run Stormwater Easement

A motion by Adkins, seconded by Jarvis to recommend to the Village Board approval of the Vista Run Stormwater Easement. Motion carried 4-0

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

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

8. Staff Reports, update and issues, and possible action regarding subdivision, developments, and projects:
A. Engineer's Report

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

9. Other discussion for future agenda topics

Trustee Jarvis stated that some valves are sinking in Prides Neighborhood. Ms. Neu stated that she will look into that and it would likely be a warranty item if there is an issue.

The Committee requested an update next month on the resident who spoke about water quality at the last Village Board meeting.

The Committee thanked Member Keith Markano for his service and wished him well.

10. Adjournment

A motion by Adkins, seconded by Jarvis to adjourn the meeting at 6:21p.m. Motion carried 4-0

Respectfully submitted,
Kelsey McElroy-Anderson
Assistant Village Administrator

VILLAGE OF SUSSEX

PUBLIC WORKS COMMITTEE

BILLS FOR PAYMENT

PW BILLS DATE: 6/4/2024

VENDOR	AMOUNT		%COMPLETED	NOTES
MUSSON BROTHERS INC.	$ 99,310.91	VISTA RUN PARK PATH GRADING & CONSTRUCTION - 4/30 - 5/21/2024	65.0%	
R. A. SMITH	$ 4,376.33	CORKY CURTIS TRAILS - PROF SERV APRIL 2024	23.7%	
TROTTER & ASSOCIATES INC.	$ 29,954.88	WPCF DESIGN UPDATE - PROF SERV 2/29-4/28/2024	27.3%	
TOTAL	$ 133,642.12			

Agenda

VILLAGE OF Sussex
Celebrating 100 YEARS | 1924–2024

N64W23760 Main Street
Sussex, Wisconsin 53089
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TO: Public Works Committee

FROM: Jon Baumann, Assistant Public Works Director

RE: **Compliance Maintenance Annual Report**

DATE: May 28, 2024

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 2023. A few highlights from the report include:

- There were 5 exceedances in the effluent parameters for chlorides in 2023, compared to seven chloride exceedances in 2022. Our DNR WPDES Permit contains a list of chloride source reduction measures that staff will continue to follow to lessen chloride discharges to the wastewater treatment plant from our users. Staff has approved 14 softener rebates to date. The rebates are for optimizing their existing softener or installing a new on demand softener.
- All biosolids field application rates, metal quality limits, and field soil tests met required DNR criteria.
- In the financial future planning section, there is a project listed to take place in 2025 for equipment replacement and upgrades at the Wastewater Treatment Facility. Staff is currently working with Trotter and Associates for the planning of the mentioned project.

The overall grade point average of the 2023 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: 5/23/2024 Reporting For: **2023**

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	2.5873	x	126	x	8.34	=	2,722
February	2.7389	x	129	x	8.34	=	2,947
March	3.9685	x	81	x	8.34	=	2,670
April	3.6732	x	109	x	8.34	=	3,332
May	2.7837	x	132	x	8.34	=	3,056
June	2.2069	x	160	x	8.34	=	2,940
July	2.0226	x	155	x	8.34	=	2,611
August	2.0547	x	181	x	8.34	=	3,107
September	2.0204	x	171	x	8.34	=	2,884
October	2.2616	x	172	x	8.34	=	3,238
November	2.3463	x	159	x	8.34	=	3,102
December	2.3612	x	169	x	8.34	=	3,324

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
Total Number of Points					**0**

0

Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024 Reporting For: **2023**

3. Flow Meter

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

● Yes Enter last calibration date (MM/DD/YYYY): 2023-04-24

○ 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 2,209,300 gallons

○ No

Holding Tanks

● Yes 11,209,466 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: 5/23/2024

Reporting For: **2023**

○ 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.

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

Agenda

Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024 Reporting For: **2023**

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	1	1	0	0
March	10	10	0	1	0	0
April	10	10	1	1	0	0
May	5	5	3	1	0	0
June	5	5	2	1	0	0
July	5	5	1	1	0	0
August	5	5	1	1	0	0
September	5	5	2	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)
2023-04-24

○ 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

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024 Reporting For: **2023**

If Yes, please explain:

The chloride variance permit was exceeded 5 months thorough the year. January, June, July, August and September. 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:

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

- ○ Yes
- ○ No
- ● N/A

Please explain unless not applicable:

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

Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024

Reporting For: **2023**

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	1	1	0	0	
September	10	10	2	1	0	0	
October	10	10	0	1	0	0	
November	10	10	1	1	0	0	**0**
December	10	10	1	1	0	0	
* Equals limit if limit is <= 10							
Months of Discharge/yr				12			
Points per each exceedance with 12 months of discharge:					**7**	**3**	
Exceedances					0	0	
Points					0	0	
Total Number of Points						**0**	

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

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

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

None

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

Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024

Reporting For: **2023**

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	6.7	0	0	0	0	0	0	0
February	5	6.7	0	0	0	0	0	0	0
March	5	6.7	0	0	0	0	0	0	0
April	3.2	6.7	0	0	0	0	0	0	0
May	1.9	4.8	.024	0	0	0	0	0	0
June	1.9	4.8	.106	0	0	0	.45	0	0
July	1.9	4.8	0	0	0	0	0	0	0
August	1.9	4.8	0	0	0	0	0	0	0
September	1.9	4.8	.188	0	0	0	0	.75	0
October	3.8	6.7	0	0	0	0	0	0	0
November	5	6.7	.078	0	.275	.075	0	0	0
December	5	6.7	0	0	0	0	0	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?

None

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

Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024

Reporting For: **2023**

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	0.113	1	0	
February	.225	0.073	1	0	
March	.225	0.047	1	0	
April	.225	0.035	1	0	
May	.225	0.083	1	0	
June	.225	0.171	1	0	
July	.225	0.156	1	0	
August	.225	0.103	1	0	
September	.225	0.124	1	0	
October	.225	0.061	1	0	**0**
November	.225	0.047	1	0	
December	.225	0.043	1	0	
Months of Discharge/yr			12		
Points per each exceedance with 12 months of discharge:				**10**	
Exceedances				0	
Total Number of Points				**0**	

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

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

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

None

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

Agenda

Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024 Reporting For: **2023**

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?

1013.9 acres

2.1.2 How many acres did you use?

155 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?

0

- ○ 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	<33.4			<32.2			<16			<19.7				0	0
Cadmium		39	85	<2.2			<2.1			<1.6			<2				0	0
Copper		1500	4300	392			427			460			455				0	0
Lead		300	840	<22.3			<21.5			<16			<19.7				0	0
Mercury		17	57	<.0575			.4			.19			.297				0	0
Molybdenum	60		75	7.04			14.7			11			12.7			0		0
Nickel	336		420	10.7			15.7			15			13.1			0		0
Selenium	80		100	<44.6			<43			<32			<39.4			0		0
Zinc		2800	7500	592			601			675			722				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: 5/23/2024 Reporting For: **2023**

○ 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:	**002**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2023 - 12/31/2023
Density:	13,000
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

Outfall Number:	**002**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2023 - 03/31/2023
Density:	26,000
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	
Process Description:	

Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024 Reporting For: **2023**

Outfall Number:	**002**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	04/01/2023 - 06/30/2023
Density:	13,000
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

Outfall Number:	**002**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2023 - 09/30/2023
Density:	6,400
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

Outfall Number:	**002**
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2023 - 12/31/2023
Density:	7,900
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	
Process Description:	

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?

0

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.

Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024 Reporting For: **2023**

Outfall Number:	**002**
Method Date:	12/31/2023
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	**002**
Method Date:	03/31/2023
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	**002**
Method Date:	06/30/2023
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	**002**
Method Date:	09/30/2023
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	**002**
Method Date:	12/31/2023
Option Used To Satisfy Requirement:	Injection when land apply
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

0

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

Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024 Reporting For: **2023**

6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? ● >= 180 days (0 Points) ○ 150 - 179 days (10 Points) ○ 120 - 149 days (20 Points) ○ 90 - 119 days (30 Points) ○ < 90 days (40 Points) ○ N/A (0 Points) 6.2 If you checked N/A above, explain why.	**0**
7. Issues 7.1 Describe any outstanding biosolids issues with treatment, use or overall management: None Our contracted hauler was able to land apply or store sludge adequately.	

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

Agenda

Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024

Reporting For: **2023**

Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing

1.1 Was your wastewater treatment plant adequately staffed last year?

- ● Yes
- ○ No

If No, please explain:

Could use more help/staff for:

1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?

- ● Yes
- ○ No

If No, please explain:

2. Preventative Maintenance

2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?

- ● Yes (Continue with question 2) ☐☐
- ○ No (40 points)☐☐

If No, please explain, then go to question 3:

2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?

- ● Yes
- ○ No (10 points)

2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?

- ● Yes
  - ○ Paper file system
  - ○ Computer system
  - ● Both paper and computer system
- ○ No (10 points)

0

3. O&M Manual

3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?

- ● Yes
- ○ No

4. Overall Maintenance /Repairs

4.1 Rate the overall maintenance of your wastewater plant.

- ● Excellent
- ○ Very good
- ○ Good
- ○ Fair
- ○ Poor

Describe your rating:

Preventative maintenance is performed within the manufacture recommendations.

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Sussex Wastewater Treatment Facility

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

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Compliance Maintenance Annual Report

Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024

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Operator Certification and Education

1. Operator-In-Charge

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

- ● Yes (0 points)
- ○ No (20 points)

Name: JONATHAN S BAUMANN

Certification No: 33791

0

2. Certification Requirements

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

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

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)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- ● Yes
- ○ No
- ○ N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- ● Yes
- ○ No
- ○ N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

0

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

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Sussex Wastewater Treatment Facility

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☐ 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? 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.	

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

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Sussex Wastewater Treatment Facility

Last Updated: 5/23/2024 Reporting For: **2023**

Financial Management

1. Provider of Financial Information

Name: Taylor Walls

Telephone: (262) 372-3478 (XXX) XXX-XXXX

E-Mail Address (optional): 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) ☐☐
- ○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?

Year: 2023

- ● 0-2 years ago (0 points) ☐☐
- ○ 3 or more years ago (20 points)☐☐
- ○ N/A (private facility)

2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?

- ● Yes (0 points)
- ○ No (40 points)

0

REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]

3. Equipment Replacement Funds

3.1 When was the Equipment Replacement Fund last reviewed and/or revised?

Year: 2022

- ● 1-2 years ago (0 points)☐☐
- ○ 3 or more years ago (20 points)☐☐
- ○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR		$ 813,965.26
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	$ 66,285.17
3.2.3 Adjusted January 1st Beginning Balance		$ 880,250.43
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$ 96,871.00

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Sussex Wastewater Treatment Facility

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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 $ 977,121.43

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.

Interest earned $30,871.00
Allocated funding $66,000.00

3.3 What amount should be in your Replacement Fund? $ 966,206.00

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	CIP - Valve replacement, aeration equipment upgrades, gravity thickener rebuild, tertiary filter rehabilitation, backwash tank rehabilitation, pipe work and parking lot re-pavement.	$3,500,000	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: 2

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	5,001	6
February	5,152	7
March	4,818	6
April	4,914	3
May	3,721	11
June	2,536	4
July	2,207	8
August	2,003	6
September	2,215	6
October	2,394	7
November	5,654	7
December	6,291	8
Total	**46,906**	**79**
Average	**3,909**	**7**

6.1.2 Comments:

Natural gas usage is for the emergency generator at Johanssen Lift Station only.

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 Unit 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:

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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?

None

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	106,500	80.21	1,328	84.38	1,262	2,782
February	109,800	76.69	1,432	82.52	1,331	3,213
March	106,800	123.02	868	82.77	1,290	2,744
April	141,000	110.20	1,279	99.96	1,411	2,533
May	136,500	86.29	1,582	94.74	1,441	1,145
June	123,300	66.21	1,862	88.20	1,398	817
July	142,500	62.70	2,273	80.94	1,761	868
August	124,800	63.70	1,959	96.32	1,296	805
September	132,000	60.61	2,178	86.52	1,526	960
October	119,700	70.11	1,707	100.38	1,192	1,129
November	125,700	70.39	1,786	93.06	1,351	2,934
December	123,000	73.20	1,680	103.04	1,194	3,111
Total	**1,491,600**	**943.33**		**1,092.83**		**23,041**
Average	**124,300**	**78.61**	**1,661**	**91.07**	**1,371**	**1,920**

7.1.2 Comments:

7.2 Energy Related Processes and Equipment

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

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

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Phosphorus removal chemical pumping
Sludge mixing/filling pumping
Filtration pumping

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?

Aerator soft starters converted to Variable Frequency Drives.

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:

Clean 25% of the collection system
Identify areas of inflow/infiltration and have them repaired
Update GIS mapping with new or rehab construction projects
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) 2023-11-28

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

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☒ Up-to-date sewer system map
☒ 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)]☐☐ **0**
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 Managment Plan (SECAP)
☐ Lift Station Evaluation Report
☐ Others:

2. Operation and Maintenance

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

Cleaning	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	1	% of system/year
Manhole inspections	30	% of system/year
Lift station O&M	4	# per L.S./year
Manhole rehabilitation	5	% of manholes rehabbed
Mainline rehabilitation	1	% of sewer lines rehabbed
Private sewer inspections		

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	0	% of system/year
Private sewer I/I removal	0	% of private services
River or water crossings	0	% of pipe crossings evaluated or maintained

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

2,700 feet of a 36" interceptor from the Bugline Trail to Clover Dr. was televised and 90 gallons of grout was used to stop an estimated 30GPM leak.
Rehabbed 104 manholes in the 2023 Road Program.
Replaced 79 feet of Mainline Sewer pipe in the 2023 Road Program.

3. Performance Indicators

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

33.54	Total actual amount of precipitation last year in inches
34.61	Annual average precipitation (for your location)
76	Miles of sanitary sewer
2	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
2	Number of complaints
2.586	Average daily flow in MGD (if available)
3.968	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

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

4. Overflows

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

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

5. Infiltration / Inflow (I/I)

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

○ Yes
● No

If Yes, please describe:

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Sussex Wastewater Treatment Facility

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

- ○ Yes
- ● No

If Yes, please describe:

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

No significant changes.

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

During any road reconstruction projects we have the corresponding sewer mains televised to identify any areas that may need replacement or repair. The structures are also inspected during the projects as well as our routine inspections during our annual maintenance of the collection system.

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

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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
TOTALS			**37**	**148**
GRADE POINT AVERAGE (GPA) = 4.00				

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

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Resolution or Owner's Statement

Name of Governing Body or Owner:

Date of Resolution or Action Taken:

Resolution Number:

Date of Submittal:

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

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A
(Regardless of grade, response required for Collection Systems if SSOs were reported)

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS
(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)
G.P.A. = 4.00

STATE OF WISCONSIN **VILLAGE OF SUSSEX** **COUNTY OF WAUKESHA**

RESOLUTION No. 24-08

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 _____, 2024

VILLAGE OF SUSSEX

_____

Anthony LeDonne
Village President

ATTEST

_____

Jennifer Moore
Village Clerk

Agenda

VILLAGE OF Sussex
Celebrating 100 YEARS | 1924–2024

N64W23760 Main Street
Sussex, Wisconsin 53089
(262) 246-5200
info@sussexwi.gov
villagesussex.org

Date: May 22, 2024

To: Public Works Committee

From: Dan Plese, Water Utility Foreman

Subject: Booster Pumps #1 & #2 Replacement

Staff noticed a reduced output from the booster pumps and took one of the two main pumps and motors (Booster #1) out of service in early May to have it inspected. The inspection found that both the pump and motor are near failure and cannot be repaired. The booster pumps were installed in 1981 and have not gone through any major rehabilitation since installation.

Issues noted during the inspection included:

- Wiring in the motor is near failure, the motors are not rated inverter duty. An inverter duty motor is designed to operate with a VFD (Variable Frequency Drive).
- The lower bearing on the pump was burned up and loose.
- The impeller is worn out and the wear rings have large gaps between mating surfaces. The likely cause is Chlorine and cavitation.
- Heavy buildup of rust in the casing waterways.
- The shaft sleeves on the lower end of the pump were cracked.
- The shaft has deep grooves where bearings and seals meet.
- The top and bottom casings have significant wear on the areas that contain the wear rings.

We expect that Booster Pump #2 and its motor will have the same types of issues. Therefore, Staff is recommending that both booster pumps and motors be replaced at this time.

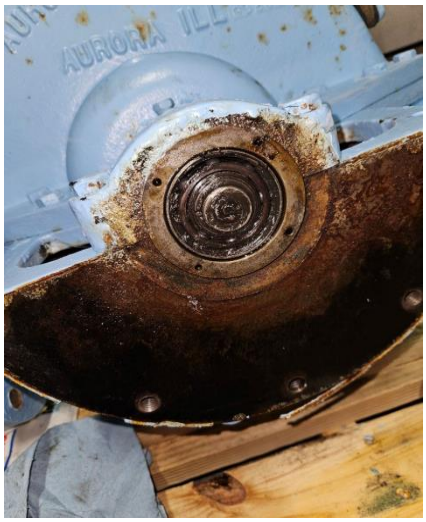
The Booster Pumps are a vital part of the Sussex water supply. These pumps are used to pump water from the south pressure zone to the north pressure zone and are critical to maintain pressure in the north pressure zone if the Woodside Tower is out of service for maintenance.

Option #1-Install a new Aurora Series 413 3x4x14 Pump, rated for 300GPM @ 70', 1480 Nominal operating speed (Via Variable Frequency Drive), Cast Iron Casing, Stainless Steel Impeller, Steel Shaft, Bronze Casing Wear Rings, John Crane Mechanical Seals, includes a New 10HP WEG Motor 1,800 RPM, 230/460V, Three Phase, 213TC Frame Size, Premium Efficient. 1 year warranty. Lead Time:18 Weeks.
Cost $28,358 each.

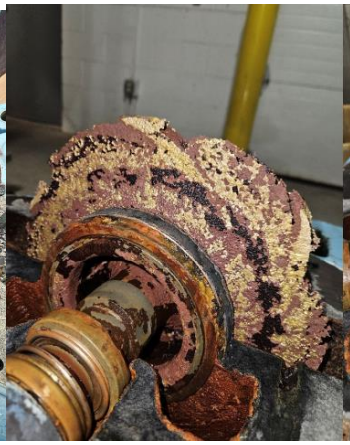
Option #2-Install a new Goulds 125 Series Pump, rated for 300 GPM @ 70', 1480 Nominal Operating Speed (Via Variable Frequency Drive), All stainless construction, Mechanical Seals, Includes New 10HP WEG Motor 1800 RPM, 230/460V, Three Phase, 213TC Frame Size, Premium Efficient. 1 year warranty. Lead Time:15 Weeks.
Cost $31,570 each.

Option #1 comes in at a lower cost with a cast iron pump, stainless steel impeller and an inverter duty motor. However, Option #2 includes an all stainless-steel pump and impeller, which will provide a longer service life for the pump, and an inverter duty motor. These costs include all labor and associated parts and materials.

Recommendation
Staff recommends Option #2. Due to the condition of pump and motor #1 we are confident that pump and motor #2 are in the same poor condition. Staff recommends the purchase of Option #2 for both booster pumps and motors for a total cost of $63,140. Staff is requesting a 10% contingency for a total allocation of $69,454. We plan to use a portion of the $135,000 that was budgeted for well rehabilitation and valve replacement in the capital outlay portion of the 2024 Water Utility budget to cover the cost of this project.






The impeller should look like this.

Agenda

Document Number

ADDENDUM FOR STORM WATER MANAGEMENT PRACTICES MAINTENANCE AGREEMENT
Vista Run – Phase 3

THIS AGREEMENT, made and entered into this 15th day of May, 2024, by and between Vista Run LLC, hereinafter called "Owner" or "Developer" and the Village of Sussex, hereinafter called the "Village".

WITNESSETH:

WHEREAS, the Owner is the owner of the following described lands situated in the Village of Sussex, County of Waukesha County, State of Wisconsin, to-wit:

The Vista Run subdivision is identified as tax keys SUXV0227058005, SUXV0227058006, SUXV0227058008, described as a part of the Southwest 1/4 and Southeast 1/4 of Section 21, Town 8 North, Range 19 East, in the Village of Sussex, Waukesha County, Wisconsin, all of which will be known as the Vista Run subdivision, hereinafter called the "Property".

Recording Area

Name and Return Address

Jennifer Moore, Clerk-Treasurer
Village of Sussex
N64W23760 Main Street
Sussex, WI 53089

SUXV 0227-058-005
SUXV 0227-058-006
SUXV 0227-058-008

Parcel Identification Number (PIN)

WHEREAS, the Owner is developing the property in phases; and

WHEREAS, the Stormwater Management Report for Phase 3 dated March 4, 2024 and the approved Plans for Phase 3 known as SWMP – Proposed Drainage Exhibit, Site Grading Plans (C 2.04-2.08), Pond Details (C2.09-2.10), and Site Road & Storm Sewer Plans (C3.00-3.06), and in conjunction with the Vista Run – Phase 1 Storm Water Management Practices Maintenance Agreement, all of which combined to be known as **Exhibit A** hereinafter called the "Plan", which is expressly made a part hereof, as approved or to be approved by the Village, provides for on-site storm water management practices within the confines of the Property; and

WHEREAS, the Village and the Owner, its successors and assigns, including any homeowners association, agree that the health, safety and welfare of the residents of the Village, require that on-site storm water management practices relating to runoff as defined in Chapter 14 of the Village Municipal Code be constructed and maintained on the Property; and

WHEREAS, the Village requires that on-site storm water management practices as shown on the Plan be constructed and adequately maintained by the Owner, its successors and assigns, including any homeowners association.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants contained herein, and the following terms and conditions, the parties hereto agree as follows:

1. The on-site storm water management practices shall be constructed by the Owner, its successors and assigns, including any homeowner's association, in accordance with the plans and specifications approved by the Village and shown on the Plan and applicable statutes, ordinances and rules. The storm water management practices shall serve the drainage area designated in the Plan.

2. The Owner, its successors and assigns, including but not limited to, any homeowners association, shall regularly inspect the storm water management practices and specifically the function of the approved storm water management system as often as conditions require, but in any event at least once each year, which shall constitute the maintenance schedule unless more frequent maintenance is required by the Vista Run Phase 3 Storm Water Practice Maintenance Plan (the "Maintenance Requirements"), attached to this Agreement as Exhibit B and by this reference made a part hereof, including such revisions as may be made thereto from time to time by the Village Engineer or the Village Board. The Operation and Maintenance Inspection Report for Stormwater Facilities, attached to this agreement as Exhibit C and by this reference made a part hereof shall be used for the purpose of the regular inspections of the storm water management practices. The purpose of the inspections is to assure safe and proper functioning of the facilities. The inspections shall cover all facilities including but not limited to berms, outlet structures, and pond areas. All inspection reports shall be retained for a period of 7 years by the Owner with copies provided to the Village annually.

This instrument was drafted by Village Engineer Judith A. Neu, based upon a form by Village Attorney John P. Macy

3. The Village, its successors and assigns, including any homeowners associations, shall inspect and adequately maintain the storm water management practices, including but not limited to all pipes and channels located within public easements built to convey storm water to the facilities, as well as all wet and dry ponds, infiltration basins, structures, improvements, and vegetation provided to control the quantity and quality of the storm water, except for specific annual maintenance activities such as grass mowing more frequently than recommended in the "Maintenance Requirements"; debris and litter control, and nuisance control. Adequate maintenance is herein defined as keeping the storm water management facilities in good working condition so that these facilities are performing their design functions and are in accordance with Vista Run Phase 3 Storm Water Practice Maintenance Plan (the "Maintenance Requirements"), attached as Exhibit B, including such revisions as may be made thereto from time to time by the Village Engineer or the Village Board.

4. The Owner, its successors and assigns, including any homeowners association, hereby grant permission, but not the obligation, to the Village, its authorized agents and employees, to enter upon the Property and to inspect the storm water management practices whenever the Village deems necessary. The purpose of inspection is to investigate reported deficiencies and/or to respond to citizen complaints, and to determine whether the storm water management practices are being maintained and operated in accordance with this Agreement. If the Village exercises this authority, the Village shall provide the Owner, its successors and assigns, including any homeowners association, copies of the inspection findings and a directive to commence with the repairs if necessary. Corrective actions shall be taken within a reasonable timeframe as established by Village Engineer unless otherwise required by the Village Engineer for public safety or wellness.

5. In addition to, and not to the exclusion or prejudice of other remedies available to the Village, if the Owner, its successors and assigns, including any homeowners association, fails to maintain the storm water management practices in good working condition, consistent with the terms of the approved plans and specifications approved by the Village and does not perform the required corrective actions and inspections in the specified time, the Village may perform the corrective actions identified in the inspection report and issue a special charge to the Owner, its successors and assigns for the cost of such work pursuant to Wisconsin Statutes Section 66.0627. If the facilities are located on an outlot owned collectively by homeowners association, the Village may charge each member of the homeowners association according to the ownership interest in the facilities located on the property. This provision shall not be construed to allow the Village to erect any structure of permanent nature on the land of the Owner outside of the area designated for the storm water management practices and in no event shall this Agreement be construed to impose any such obligation on the Village.

6. The Owner, its successors and assigns, including any homeowners association, shall perform the work necessary to keep these facilities in good working order as appropriate. In the event a maintenance schedule for the storm water management practices (including sediment removal) is outlined on the approved plans, the schedule shall be followed. The minimum amount of maintenance on the storm water management practices shall be in accordance with the Maintenance Requirements (Exhibit B) attached, if applicable.

7. In the event the Village pursuant to this Agreement, performs work of any nature, or expends any funds in performance of said work for labor, use of equipment, supplies, materials, and the like, the Owner, its successors and assigns, including any homeowners association, shall reimburse the Village upon demand, within thirty (30) days of receipt for all actual costs incurred by the Village hereunder.

8. This Agreement imposes no liability of any kind whatsoever on the Village, its officers, agents and employees, and the owner agrees to indemnify and hold the Village harmless as and against any and all claims, actions, causes of action, demands, including attorney fees which the Village may incur as a result of the failure of the storm water management system and/or actions taken or not taken by the Village to enforce the terms of this agreement including, but not limited to, the performance of maintenance activities.

9. This Agreement shall be attached as an exhibit to any document which creates a homeowners association that is responsible for maintenance of the storm water management practices and be recorded at the Waukesha County Register of Deeds, and shall constitute a covenant running with the land, and shall be binding on the Owner, its administrators, executors, assigns, heirs and any other successors in interests, including any homeowners association. The owner shall provide the Village with a copy of any document which creates a homeowners association that is responsible for the storm water management practices.

10. Notwithstanding anything in this Agreement to the contrary, in the event the Owner, or the Owner's successors and assigns, sell or otherwise transfer ownership in the Property, such transfer, in addition to transferring the Property, shall transfer the custody of the Operation and Maintenance Inspection Reports for Stormwater Facilities, and shall transfer the obligations of this Agreement to the new owner, and to the extent the transfer is fully consummated thereby relieves the former owner from any and all liabilities and obligations under the terms of this Agreement. This section shall not be interpreted as relieving the Owner or its successors and assigns from any obligations to the Village that are not contained solely within this Agreement, however.

11. This Agreement may not be amended, altered or modified except by a written agreement executed by Owner and the Village. Provided, however, this provision shall not be construed to prevent the Village from amending Chapter 14 of the Village Municipal Code from time to time.

Dated this 15 day of May, 2024

OWNER
By: Vista Run LLC
Bryan Lindgren
Its: Authorized Signatory

By: _____

Its: Authorized Signatory

STATE OF WISCONSIN)
) ss.
COUNTY OF WAUKESHA)

The foregoing instrument was acknowledged before me this 15th day of May, 2024, by ~~_____~~, the by Ryan Fritsch of ~~the Village of Sussex~~

Ryan Fritsch

State of Wisconsin, County of Waukesha
My commission expires: 3/4/2025
Acting in the County of Waukesha

RYAN FRITSCH NOTARY PUBLIC STATE OF WISCONSIN

This instrument was drafted by Village Engineer Judith A. Neu, based upon a form by Village Attorney John P. Macy
L:\LOBBYS\WPDOCS\DOCUMENT\953\18032-01\Design Files\284-Storm Water Management Plan\SWMA_VISTA RUN_2019-07-26.docx

Exhibit B

Vista Run Phase 3 Storm Water Practice Maintenance Plan

This exhibit explains the basic function of each of the storm water practices listed in Exhibit B and prescribes the minimum maintenance requirements to remain compliant with this Agreement. The maintenance activities listed below are aimed to ensure these practices continue serving their intended functions in perpetuity. The list of activities is not all inclusive, but rather indicates the minimum type of maintenance that can be expected for this particular site. Any failure of a storm water practice that is caused by a lack of maintenance will subject the Owner(s) to enforcement of the provisions listed on page 2 of this Agreement by the Village.

System Description:
The proposed Vista Run Phase 3 subdivision is a 67-lot single family development on 88 acres, located south of C.T.H. VV and east of Mary Hill Rd . This Phase is directly west of the existing Phase 1 and 2 of the development.

The site is characterized by large wetland complexes scattered throughout the development. The eastern half of the development contains the smaller lots, condominium, and town homes. The western half of the development will contain larger lots and connects to Mary Hill Road. One storm water basin, Basin 6, has been designed to service Phase 2 and will also service Phase 3 and another basin, Basin 7, has been designated to service Phase 3 and future Phase 4. Basins 6 and 7 will discharge directly into Sussex Creek. Basin 6 and 7 will be additional Wet-Detention Basins and subject to the Routine Maintenance requirements that were contained within Exhibit B (Phase 1) and are noted below:

Minimum Maintenance Requirements:
To ensure the proper long-term function of the storm water management practices described above, the following activities must be completed:

1. All outlet pipes must be checked periodically to ensure there is no blockage from floating debris or ice. Any blockage must be removed immediately.
2. Grass swales shall be preserved to allow free flowing of surface runoff in accordance with approved grading plans. No buildings or other structures are allowed in these areas. No grading or filling is allowed that may interrupt flows in any way.
3. Grass swales, inlets and outlets must be checked after heavy rains (minimum of annually) for signs of erosion. Any eroding areas must be repaired immediately to prevent premature sediment build-up in the downstream forebays or basin. Erosion matting is recommended for repairing grassed areas.
4. NO trees are to be planted or allowed to grow on the earthen berms. Tree root systems can reduce soil compaction and cause berm failure. The berms must be inspected annually and any woody vegetation removed.
5. If floating algae or weed growth becomes a nuisance (decay odors, etc.), it must be removed from the basin or the forebay and deposited where it cannot drain back into the basin. Removal of the vegetation from the water reduces regrowth the following season (by harvesting the nutrients). Wetland vegetation must be maintained along the waters edge for safety and pollutant removal purposes.
6. When sediment in the basin has accumulated to an elevation of three feet below the outlet elevation, it must be removed. All removed sediment must be tested per State regulations to determine if landfilling is necessary. Sediment removed from the ponds shall be disposed of in accordance with applicable local, State and Federal guidelines and regulations.
7. No grading or filling of the basin or berm other than for sediment removal is allowed, unless otherwise approved by the Village.

8. Periodic mowing of the grass swales will encourage rigorous grass cover and allow better inspections for erosion. Waiting until after August 1 will avoid disturbing nesting wildlife. Mowing around the basin or the forebays may attract nuisance populations of geese to the property and is not necessary or recommended.
9. Any other repair or maintenance needed to ensure the continued function of the storm water practices or as ordered by the Village under the provisions listed on page 1 and 2 of this Agreement.

Wet Detention Ponds

I. ROUTINE MAINTENANCE

A. Mowing

1. Side slopes, embankments, and emergency spillways that are not rock lined which have been planted with turf grasses should be mowed at least once per year to prevent woody growth and control noxious weeds. Recommended mowing time is in the month of August of each year.
2. The Owner may more frequently mow areas adjacent to the entry drive, typically once every week to two weeks during a normal growing season, for aesthetic and allergy control purposes.
3. A 6 to 8" mowing every 3 to 4 years, may suffice as a substitute management technique. The mowed area should be raked and performed in the spring.

B. Inspections

1. Inspections of the ponds shall be completed on an annual basis or after significant rainfall events.
2. The inspections should be completed during wet weather conditions to determine if the ponds are functioning properly.
3. Inspection priorities shall be as follows:
   a. Inspect the embankments for subsidence, erosion, cracking and tree growth.
   b. Inspect the condition of the emergency spillway and overland flow path.
   c. Inspect the pond for accumulation of sediment.
   d. Inspect the outlet control structure for clogs, debris and material failures.
   e. Inspect upstream and downstream channels from an erosion perspective.
   f. Inspect any modifications that may have been done to the ponds following their initial construction.
   g. Inspect the side slopes of the pond for erosion, slumping, cracking or woody plant materials.
4. As-built plans shall accompany the person responsible for the pond inspections.
5. Documentation of the inspections should be completed and filed. Documentation should include as a minimum:
   a. Inspectors name, affiliation and professional credentials if applicable.
   b. Date, time and weather conditions.
   c. Approximate rainfall total over a 24 hour period if applicable.
   d. Existing embankment, outlet and inlet conveyance systems and vegetation condition.
   e. Sediment depth at the outlet control structure and at a minimum one other location.
   f. Identification of potential structural failures and repair needs.
   g. Other pond conditions such as vegetation growth, algae growth and emergency spillway conditions.
   h. Repair recommendations.

Exhibit B (continued)

C. Debris and Litter Removal.
   1. Debris and litter removal from the pond surface shall be completed at least once a month.
   2. Particular attention should be paid to debris accumulating around the riser pipe to prevent potential clogging.

D. Erosion Control.
   1. The pond side slopes, embankments and emergency spillways may suffer from periodic slumpage and erosion.
   2. Corrective measures shall include regrading, filling and revegetation of the eroded or slumping areas.
   3. Permanent geosynthetic erosion matting (or rip rap) at the pond outlet and emergency spillways should be inspected for displacement or undermining. Repairs shall be made upon discovery.

E. Nuisance Control.
   1. Biological control of algae and mosquitoes is preferred over chemical control. Consultation with local WDNR officials is recommended prior to the introduction of any biological control.
   2. Maintaining the native grass perimeter will aide in the control of geese.
   3. Mechanical controls should be used when feasible.

II. NON-ROUTINE MAINTENANCE

A. Structural Repairs and Replacement.
   1. The outlets of the pond have been constructed utilizing concrete pipe and concrete materials. The estimate life of these structures is 75 to 100 years. Annual inspection of the structures will disclose any potential structural problems. If structural problems appear, repair or replace the outlet.
   2. Excessive or chronic drawdowns of the ponds may cause leaks or seepage through the embankments. Excessive drawdowns should be avoided and thus corrective measures for leakage and seepage can be avoided.

B. Sediment Removal.
   1. A sediment clean out cycle of 10 to 15 years is recommended. Sediment removal may be necessary prior to 10 years if there is a substantial amount of land disturbance occurring within the contributory watershed. Annual inspections shall be made to insure that the design depth of the permanent water pool is maintained.
   2. The sediment shall be tested to determine if land filling is necessary. Contact the local DNR prior to sediment sampling and testing to insure compliance with State standards and regulations.
   3. Surveyed depths of the sediment storage area and permanent pool elevations shall be made immediately following the construction of the ponds and recorded on the as-built plans. Annual inspections shall include measure downs to determine sediment elevations in relation to the permanent pool elevation.

III. RESPONSIBLE PARTY & FINANCIAL FUNDING

A. The responsible party for the operation, inspection and maintenance of the wet ponds shall be The Village of Sussex and their heirs and assigns.

IV. ADDITIONAL CONSIDERATIONS TO IMPROVE POND WATER QUALITY AND REDUCE MAINTENANCE COSTS.

A. General.
   1. Improper disposal of yard wastes will affect the water quality of the wet ponds and may cause clogging of the outlet structure.
   2. Improper fertilizer and pesticide application will affect the water quality of the wet ponds and add to algae growth.

Exhibit B (continued)

3. Excess lawn watering will affect the water quality of the ponds due to increased water runoff that may contain fertilizers and pesticides.

B. Yard Care.
   1. It is recommended to consider routine yard care maintenance that is practical and environmentally sound.
   2. Refer to the U.W. Extension's "Rethinking Yard Care" for additional information.

C. Leaves and Yard Trimmings.
   1. It is recommended that leaves and yard trimmings be properly disposed of.
   2. Refer to the U.W. Extension's "Managing Leaves and Yard Trimmings" for further information.

D. Lawn and Garden Fertilizers.
   1. It is recommended to control fertilizer applications on lawn and gardens so as not to be detrimental to the water quality of the ponds.
   2. Refer to the U.W. Extension's "Lawn and Garden Fertilizers" for further information.

E. Lawn and Garden Pesticides.
   1. Lawn and garden pesticides may pollute surface and ground water.
   2. Refer to the U.W. Extension's "Lawn and Garden Pesticides" for further information.

F. Lawn Watering.
   1. Excess lawn watering will wash pollutants into the wet ponds.
   2. Refer to the U.W. Extension's "Lawn Watering" for further information.

G. Lawn Weed Control.
   1. Proper turf management will lower the amount of the chemicals that may runoff into the wet ponds during rain events.
   2. Refer to the U.W. Extension's "Lawn Weed Control" for further information.

Agenda

EXHIBIT C

Operation and Maintenance Inspection Report for Stormwater Facilities

Operation and Maintenance Inspection Report for Stormwater Management Ponds

Inspector Name: _____ Inspection Date: _____

Company Name: _____ Subdivision: Vista Run Phase 3

Company Address: _____ Address: _____

_____ _____

Company Phone No.: _____ Storm Water: X Wet Pond

Stormwater Pond: Basin 7 ☐ Dry Basin

Normal Pool 946.2

Normally Dry _____

Items Inspected	Checked		Maintenance Needed		Inspection Frequency	
	Yes	No	Yes	No		
A. Embankments and Spillways						
1. Vegetation and ground cover adequate					A, S	
2. Embankment erosion / subsidence					A, S	
3. Animal burrows					A	
4. Unauthorized planting s / woody vegetation					A	
5. Cracking , bulging, or sliding of						
earthen berm					A, S	
a. Upstream face					A, S	
b. Downstream face					A, S	
c At or beyond toe					A, S	
d. Emergency spillway					A, S	
6. Seeps /leaks on downstream face					A, S	
7. Slope protection erosion mat or riprap failures					A, S	
8. Vertical and horizontal alignment of top of earthen berm as per "As-Built" plans					A, S	
9. Spillways clear of obstructions and debris					A, S	
10. Other (specify)						
B. Outlet Pipes Type: Concrete Riser Pipe						
1. Low Flow Orifice obstructed					Q, S	
2. Low Flow Trash Rack					A, Q, S	
a. Debris removal necessary					Q, S	
b. Corrosion control					A	

Inspection Frequency Key A= Annually, Q=Quarterly, S=After Major Storm

Items Inspected	Checked		Maintenance Needed		Inspection Frequency	Remarks
	Yes	No	Yes	No		
3. Concrete pipe condition					A	
4. Outfall channels functioning					A. S	
5. Other (specify)					A	
C. Wet Pond						
1. Undesirable vegetative growth					A	
2. Floating or float able debris removal required					Q	
3. Visible pollution					Q	
4. Shore line problems					A, S	
5. Sedimentation noted					A	
6. Sediment cleanout when depth 3 feet below outlet elevation					A	
7. Other (specify)					A	
E. Outfalls (into basin)						
1. Riprap failures					A, S	
2. Slope erosion					A, S	
4. Concrete V-notch weir					A, S	
5. Other (specify)					A	
F. Other						
1. Encroachments on basin or easement area					A	
2. Complaints from residents (describe on back)					A	
3. Aesthetics					A	
a. Grass mowing required						
b. removal required						
c. Other (specify)						
4. Any public hazards (specify)					A	

Inspection Frequency Key A=Annually, Q=Quarte rly, S=After Major Storm

Agenda

N64W23760 Main Street
Sussex, Wisconsin 53089
(262) 246-5200
info@sussexwi.gov
villagesussex.org

Date: May 28, 2024

To: Public Works Committee

From: Judith A. Neu, Village Engineer

Subject: Sidewalk Easement – Vista Run

As part of the construction of Phase 3 of the Vista Run subdivision, the Developer is building a sidewak along CTH VV / Silver Spring Drive. However, that portion of the development will not be platted for at least a year. Therefore, it is necessary to obtain an easement that will allow us to use and maintain the sidewalk contained within the easement. The easement language is standard language that is used on most sidewalk easements.

Staff recommends that the Committee recommend approval of the easement to the Village Board.

Agenda

SIDEWALK EASEMENT

DOCUMENT NO.:

RETURN TO:
Jennifer Moore, Clerk/Treasurer
Village of Sussex
N64W23760 Main Street
Sussex, WI 53089

SUXV 0227058008

This Easement, made between Vista Run LLC, **Grantor,** and the Village of Sussex, a Wisconsin Municipal Corporation and its successors, and assigns, **Grantee.**

Witnesseth, That Grantor, in exchange for $1.00 and other good and valuable consideration, receipt and sufficiency of which is acknowledged, grants and warrants to Grantee a permanent non-exclusive easement upon, within, and beneath a part of Grantor's land hereinafter referred to as the "easement area" in Waukesha County, State of Wisconsin:

Said easement area is described in Exhibit A and shown on the map on Exhibit A attached hereto and incorporated by reference being part of the following described property: Part of Lot 1 of CSM 12423, being a part of the Northeast ¼ and the Southeast ¼ of the Southwest ¼ of Section 21, T8N, R19E, Village of Sussex, Waukesha County Wisconsin.

The location of the easement area with respect to the Grantor's land is as shown on Exhibit "B" (which is attached hereto and hereby incorporated by reference).

1. Purpose: The purpose of this Easement is to construct, maintain, repair, and replace pedestrian sidewalks. Trees, bushes, branches, and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
2. Access: Grantee, and its employees, agents, and independent contractors shall have the right to enter upon the easement area for the purpose of exercising its rights in the easement area and the general public shall have the right to traverse the easement area for use as a public sidewalk.
3. Buildings and other structures: Grantor agrees that no structures will be erected in the easement area, or in such close proximity to the facilities, such as to prevent Grantee from exercising its rights under this easement.
4. Elevation: Grantor agrees that the elevation of the existing ground surface within the easement area will not be altered by more than four (4) inches without the written consent of Grantee.
5. Restoration: Grantee agrees to restore or cause to have restored the Grantor's land to grade and replace sod or grass disturbed. This restoration, however, does not apply to the initial installation or to any trees, bushes, branches, or roots which may interfere with Grantee's use of the easement area.
6. Exercise of Rights: It is agreed that the complete exercise of rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
7. This Easement shall run with the land and shall be binding upon and inure to the benefit of and be enforceable by Grantor and Grantee and their respective heirs, personal representatives, successors and assigns.

Dated this 22nd day of May, 2024.

Grantor: Vista Run, LLC, a Wisconsin Limited Liability Company
By: Neumann Developments, Inc., its sole Member

By: _____
Bryan Lindgren, President

RYAN FRITSCH NOTARY PUBLIC STATE OF WISCONSIN

State of Wisconsin }
} SS
County of Waukesha }

Personally came before me this 22nd day of May, 2024 the above named Bryan Lindgren, President of Neumann Dev, Inc, sole member of Vista Run, LLC., to me known to be the person who executed the foregoing instrument by its authority and on its behalf and acknowledged the same.

_____ Ryan Fritsch
Notary Public, State of Wisconsin
My Commission: 3/4/2025

This instrument was drafted by Sussex Administrator Jeremy Smith based upon a model from Village Attorney John Macy

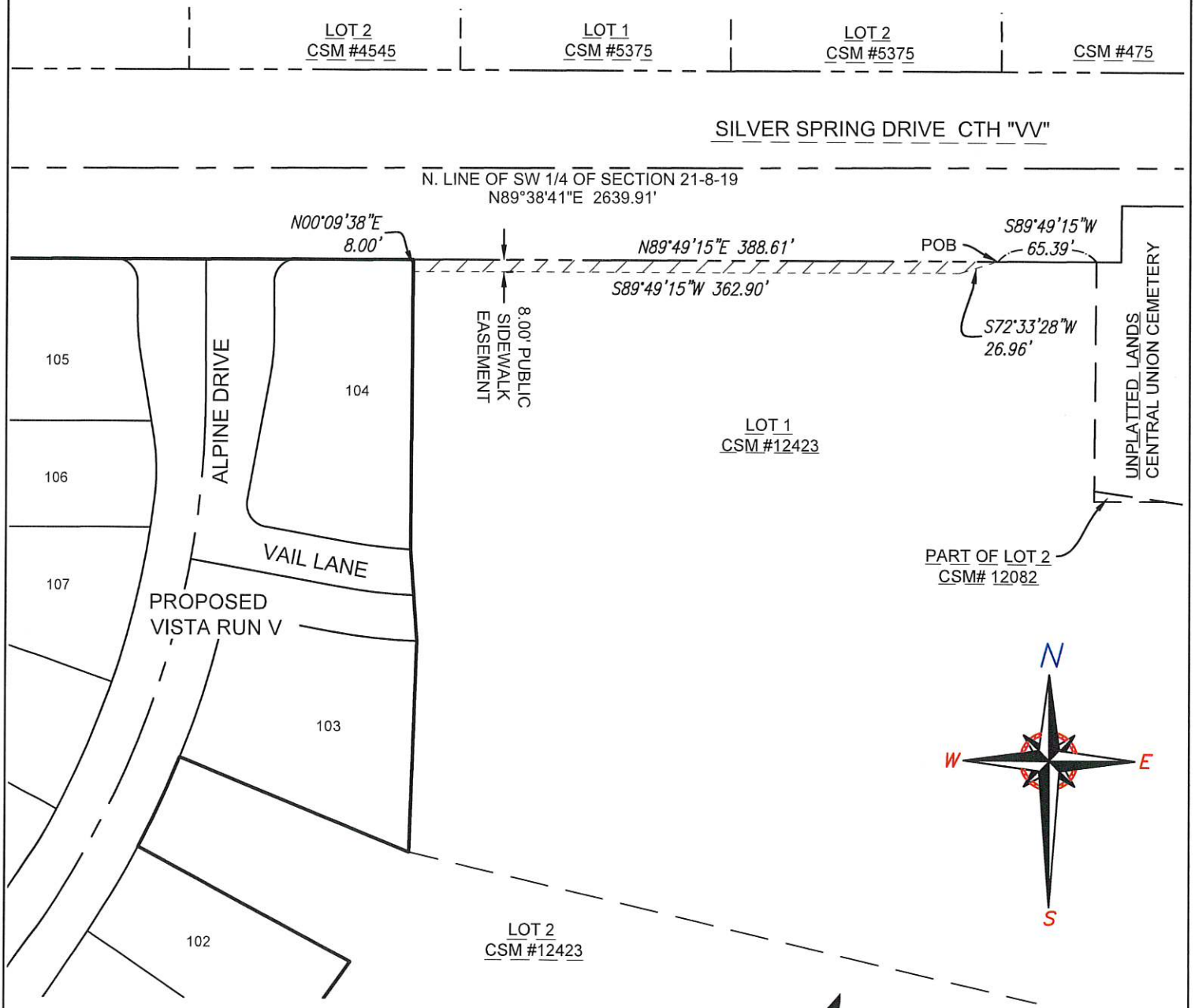
EXHIBIT A

Sidewalk Easement

Being part of Lot 1 of Certified Survey Map No. 12423, being a part of the Northeast 1/4 and Southeast 1/4 of the Southwest 1/4 of Section 21, T.8N., R.19E., Village of Sussex, Waukesha County, Wisconsin bounded and described as follows:

Commencing at the Northeasterly corner of Lot 1 of Certified Survey Map No. 12423; thence South 89°49'15" West along the Northerly line of said Lot 1 a distance of 65.39 feet to the point of beginning of the lands to be described; thence South 72°33'28" West, 26.96 feet; thence South 89°49'15" West, 362.90 feet; thence North 00°09'38" East, 8.00 feet to the North line of Lot 1 of Certified Survey Map No. 12423; thence North 89°49'15" East along said North line 388.61 feet to the point of beginning.

Containing 3,006 square feet



SCALE: 1" = 100'

0 50 100 200

SEH
PHONE: 414.949.8962
501 MAPLE AVENUE
DELAFIELD, WI 53018-9351
www.sehinc.com

PROJECT NEUMA #149103

Agenda

VILLAGE OF Sussex
Celebrating 100 YEARS | 1924–2024

N64W23760 Main Street
Sussex, Wisconsin 53089
(262) 246-5200
info@sussexwi.gov
villagesussex.org

Date: May 30, 2024

To: Public Works Committee

From: Judith A. Neu, Village Engineer

Subject: Engineering Monthly Report – June 2024

- 2025 Road Program:
  - Engineering staff is nearly done inspecting roads, parking lots, curb and sidewalks with just Richmond Road to go.
  - Public Works staff has completed the inspection of sanitary structures and water system components. There are a few repairs that need to be addressed in 2024. Storm structure inspections should be done in the next few weeks.
- Generators: Design is about 90% complete but is basically on hold until we know where we stand on the Federal BRIC grant.
- Water Pollution Control Facility: Results of the early May inspections and updated cost estimates will be discussed with consultant in mid-June. A TAC committee meeting will be scheduled for July to discuss project status, cost shares and agreement.
- New Well at Yard Waste Site (Well #9): Staff will be meeting with Lannon in late-June to discuss the draft agreement for this shared project.
- Property Owner Prairie Drive – Iron Filter: Staff met with the property owner, flushed their lateral, and suggested that the whole house filter be removed and that they let the water softener do its job of filtering the water.
- PSB Roof Replacement is scheduled to start in early June. The main roof work will take about 2 weeks to complete with sheet metal work to follow for a total of about 6 weeks.
- Verizon is planning to start construction on their facilities at Well 5 (Executive Drive) in mid-June. They expect construction to take about 3 months.
- 2023 Road Program: We have reviewed the low valve boxes on Candlewick Drive and Salem Drive and found them to be about 1" below the pavement surface. We have requested that the contractor raise these to get them closer to the required ¼" to ½" below the surface.

Developments:

- Vista Run Phase 3: Grading is mostly complete. Sanitary sewer is installed, water is being installed now. Storm sewer is next. Developer plans to have the project completed this fall.
- Redford Hills and Golden Fields: Top lift of asphalt and remaining punch list will be completed later this year.
- Wildflower: Staff has reviewed the revised preliminary plat and will review the preliminary construction plans in the coming weeks. We are still waiting for feedback from the developer on the Developer's Agreement.