CITY OF MERRILL

WATER & SEWAGE DISPOSAL COMMITTEE

AGENDA ● WEDNESDAY JUNE 24, 2015

Regular Meeting | **City Hall Council Chambers** | **5:00 PM**

I. Call to Order

II. Agenda items for consideration:

1. Consider 2014 Compliance Maintenance Annual Report (CMAR) and associated resolution.
2. Consider ordinance to amend Code of Ordinances Chapter 16, at 38-40 and 38-42(a) and 38-48(b), related to changes in various service charges.
3. Consider application from Dave's Septic to be reinstated as a hauler of septic/holding tank wastes to the Wastewater Treatment Facility.
4. Operations Report

III. Public Comment

IV. Establish date, time and location of next meeting

V. Adjournment

RESOLUTION NO. _____

A RESOLUTION APPROVING THE 2014 COMPLIANCE MAINTENANCE ANNUAL REPORT FOR THE CITY OF MERRILL WASTEWATER TREATMENT PLANT

WHEREAS, the City of Merrill is required by the Wisconsin Department of Natural Resources (WDNR) to complete a Compliance Maintenance Annual Report on its Wastewater Treatment Plant; and

WHEREAS, the Water and Sewage Committee, of the City of Merrill, has reviewed the Compliance Maintenance Report for the year 2014, and has determined that it reflects the performance of the Wastewater Treatment Plant during 2014; and

WHEREAS, the report indicates a need for continued improvements at the Wastewater Treatment Plant and its operations to meet the requirements set forth by the WDNR;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MERRILL, WISCONSIN, this 14th day of July, 2015, that:

1. The Compliance Maintenance Annual Report for 2014 is hereby approved and authorized to be filed with the WDNR.

2. That the Compliance Maintenance Annual Report for 2014 is an accurate indication of the performance of the City of Merrill Wastewater Treatment Plant for the year 2014.

Recommended by Water and Sewage Committee

Moved: _____

Passed: _____

CITY OF MERRILL, WISCONSIN

_____
William R. Bialecki, Mayor

_____
William N. Heideman, City Clerk

Compliance Maintenance Annual Report

Merrill City Of

Last Updated: 6/5/2015 Reporting For: **2014**

Influent Flow and Loading

1. Monthly Average Flows and (C)BOD Loadings

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

Outfall No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average (C)BOD Concentration mg/L	x	8.34	=	Influent Monthly Average (C)BOD Loading, lbs/day
January	1.0604	x	177	x	8.34	=	1,566
February	1.3682	x	164	x	8.34	=	1,870
March	1.5123	x	136	x	8.34	=	1,719
April	1.7688	x	133	x	8.34	=	1,961
May	1.4519	x	139	x	8.34	=	1,686
June	1.4147	x	192	x	8.34	=	2,265
July	1.2722	x	200	x	8.34	=	2,123
August	1.2174	x	189	x	8.34	=	1,923
September	1.5591	x	157	x	8.34	=	2,038
October	1.4435	x	155	x	8.34	=	1,864
November	1.2734	x	176	x	8.34	=	1,869
December	1.3198	x	177	x	8.34	=	1,566

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

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	3.86	x	90	=	3.474
		x	100	=	3.86
Design (C)BOD, lbs/day	2800	x	90	=	2520
		x	100	=	2800

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

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

0

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3. Flow Meter

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

● Yes Enter last calibration date (MM/DD/YYYY) 12/20/2014

○ No

If No, please explain:

Also calibrated on 05/29/2014

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

● Yes

○ No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

○ Yes

● No

If Yes, please explain:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks	Holding Tanks	Grease Traps
● Yes	● Yes	○ Yes
○ No	○ No	● No

5.2 Did you receive septage at your facility? If yes, indicate volume in gallons.

Septic Tanks

○ Yes gallons

● No

Holding Tanks

● Yes 10932900 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.

None that is known.

6. Pretreatment

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

○ Yes

● No

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

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

● Yes

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o 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.

We recieved 3740037 gallons of leachate from the Lincoln County Landfill and 666000 gallons of leachate from the abandoned Ward Paper Mill landfill.

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

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Merrill City Of

Last Updated: 6/5/2015 Reporting For: **2014**

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

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

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit > 10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	25	22.5	11	1	0	0
February	25	22.5	10	1	0	0
March	25	22.5	9	1	0	0
April	25	22.5	9	1	0	0
May	25	22.5	11	1	0	0
June	25	22.5	9	1	0	0
July	25	22.5	9	1	0	0
August	25	22.5	8	1	0	0
September	25	22.5	7	1	0	0
October	25	22.5	5	1	0	0
November	25	22.5	8	1	0	0
December	25	22.5	5	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)

● No

If No, please explain:

We don't have one

3. Treatment Problems

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

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In November Final effluent TSS for week one over weekly limit due to bulking caused by S. Natans. S. natans believed to be caused by low mixed liquor phosphorus levels. We had been running on one aeration tank and switched to two last month to help decrease ammonia levels a which we believe were the cause of wet test failure and also increased our sludge age to a very high level. At the same time some biological phosphorus removal took place causing very low phosphorus levels which didn't require as much alum.The high final effluent TSS levels also caused some very high effluent phosphorus levels during the first week of the month. Toward the end of the month our phosphorus levels started to creep up (probably due to loss of biological phosphorus removal) and our changes to our alum feed failed to keep up with the changes in the phosphorus levels, which caused our phosphorus levels to exceed the 1.0 ppm limit (1.07 PPM). Our inline phosphorus analyzer will be connected into the SCADA system in the first week of January 2015 and should help if this happens again.

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

If Yes, please explain:

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

- ● Yes
- ○ No

If Yes, please explain:

Acute WET test on 8-25-14 failed. Most likely caused by high ammonia levels, along with pH levels higher than normal. Two retests were completed by 11-20-14 with acceptable results.

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:

Most likely caused by high ammonia levels, along with pH levels higher than normal. Some plant operations were changed and some of the higher strength hauled wastes were limited.

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

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Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

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

Outfall No. 001	Monthly Average Limit (mg/L)	90% of Permit Limit >10 (mg/L)	Effluent Monthly Average (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	30	27	10	1	0	0
February	30	27	10	1	0	0
March	30	27	9	1	0	0
April	30	27	9	1	0	0
May	30	27	8	1	0	0
June	30	27	11	1	0	0
July	30	27	9	1	0	0
August	30	27	8	1	0	0
September	30	27	11	1	0	0
October	30	27	6	1	0	0
November	30	27	21	1	0	0
December	30	27	6	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?

Final effluent TSS for week one over weekly limit due to bulking caused by S. Natans. S. natans believed to be caused by
low mixed liquor phosphorus levels. We had been running on one aeration tank and switched to two last month to help
decrease ammonia levels a which we believe were the cause of wet test failure and also increased our sludge age to a very
high level. We had a weekly excedence but we were fine for the month.

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

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Last Updated: 6/5/2015 Reporting For: **2014**

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

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

Outfall No. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	.505454545	1	
February	1	.7025	1	
March	1	.610454545	1	
April	1	.665454545	1	
May	1	.832272727	1	
June	1	.88	1	
July	1	.767391304	1	
August	1	.6565	1	
September	1	.539090909	1	
October	1	.460909091	1	
November	1	1.074285714	1	1
December	1	.721153846	1	
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				**10**
Exceedances				1
Total Number of Points				**10**

10

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?

The high final effluent TSS levels also caused some very high effluent phosphorus levels during the first week of the month. Toward the end of the month our phosphorus levels started to creep up (probably due to loss of biological phosphorus removal) and our changes to our alum feed failed to keep up with the changes in the phosphorus levels, which caused our phosphorus levels to exceed the 1.0 ppm limit (1.07 PPM). Our inline phosphorus analyzer will be connected into the SCADA system in the first week of January 2015 and should help if this happens again.

Total Points Generated	10
Score (100 - Total Points Generated)	90
Section Grade	**B**

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Last Updated: 6/5/2015 Reporting For: **2014**

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- ☒ Land applied under your permit
- ☐ Publicly Distributed Exceptional Quality Biosolids
- ☐ Hauled to another permitted facility
- ☐ Landfilled
- ☐ Incinerated
- ☐ Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

379 acres

2.1.2 How many acres did you use?

63.3 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**

- o 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
- o No (10 points)
- o 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 - ANAEROBIC 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				3.9										0	0
Cadmium		39	85				1.4										0	0
Copper		1500	4300				730										0	0
Lead		300	840				25										0	0
Mercury		17	57				.91										0	0
Molybdenum	60		75				9.5									0		0
Nickel	336		420				30									0		0
Selenium	80		100				<3.2									0		0
Zinc		2800	7500				1400										0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- ● 0 (0 Points)

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o 1-2 (10 Points) o > 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) o Yes o No (10 points) ● N/A - Did not exceed limits or no HQ limit applies (0 points) o 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) o 1 (10 Points) o > 1 (15 Points) 3.1.4 Were biosolids land applied which exceeded the ceiling limit? o 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, Contact Us.

Outfall Number:	**002**
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	01/01/2014 - 12/31/2014
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	ANAER
Process Description:	MCRT of the biosolids in digester is calculated daily and maintained greater than 15 days. Digester temperature is recorded daily and is maintained greater than 35 degrees C.

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?

o 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, Contact Us.

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Outfall Number:	**002**
Method Date:	12/31/2014
Option Used To Satisfy Requirement:	VSR
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	38
Results (if applicable):	65.50

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

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)

0

6.2 If you checked N/A above, explain why.

7. Issues

7.1 Describe any outstanding biosolids issues with treatment, use or overall management:

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

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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 Manual 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:

Can always be better

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

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Last Updated: 6/5/2015 Reporting For: **2014**

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: TERENCE L VANDEN HEUVEL

Certification No: 31771

0

2. Certification Requirements

2.1 In accordance with Chapter NR 114.08 and 114.09, Wisconsin Administrative Code, what grade and subclass(es) were required for the operator-in-charge to operate the wastewater treatment plant and what grade and subclass(es) were held by the operator-in-charge?

Required:

4 - ACEFGIJ; A - PRIMARY SETTLING; C - ACTIVATED SLUDGE; E - DISINFECTION; F - ANAEROBIC DIGESTION; G - MECHANICAL SLUDGE; I - PHOSPHORUS REMOVAL; J - LABORATORY

Held:

4 - ACEFGIJ; 4 - A=PRIMARY SETTLING GRADE 4; C=ACTIVATED SLUDGE GRADE 4; E=DISINFECTION GRADE 4; F=ANAEROBIC DIGESTION GRADE 4; G=MECHANICAL SLUDGE GRADE 4; I=PHOSPHORUS REMOVAL GRADE 4; J=LABORATORY GRADE 4

0

2.2 Was the operator-in-charge certified at the appropriate level to operate this plant?

- ● 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?

Grades T, 1, and 2:

- ○ Averaging 6 or more CECs per year.
- ○ Averaging less than 6 CECs per year.

Grades 3 and 4:

- ● 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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Financial Management

1. Provider of Financial Information

Name: Kim Kriewald

Telephone: (715) 536-6561 (XXX) XXX-XXXX

E-Mail Address (optional): kim.kriewald@ci.merrill.wi.us

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: 2013

- ● 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: 2013

- ● 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		$	903,668.31
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	$	0.00
3.2.3 Adjusted January 1st Beginning Balance		$	903,668.31
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	$	182,643.00
3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)	-	$	279,490.00
3.2.6 Ending Balance as of December 31st for CMAR Reporting Year		$	806,821.31

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

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

Replaced emergency generator, teransfer switch and main motor control panel. Replaced grit pump and classifier

3.3 What amount should be in your Replacement Fund? $ 1,048,582.00

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

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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.

Using DNR's percentage of mechanical equipment method 40% of the replacement fund assets. The fund is $241761.00 under funded.

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	projects to be determined based from theresults of Operation and Needs Review.		2016
2	replacement of RAS pumps	20000.00	2015
3	replacement of field DO probes	4682.00	2015

5. Financial Management General Comments

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

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Sanitary Sewer Collection Systems

1. CMOM Program

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

- ○ Yes
- ● No

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

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

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

☐ Goals

Describe the specific goals you have for your collection system:

☐ Organization

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

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

☒ Legal Authority

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

- ☒ Sewer use ordinance Last Revised Date (MM/DD/YYYY) 01/10/2012
- ☒ Pretreatment/industrial control Programs
- ☒ Fat, oil and grease control
- ☒ Illicit discharges (commercial, industrial)
- ☒ Private property clear water (sump pumps, roof or foundation drains, etc.)
- ☒ Private lateral inspections/repairs
- ☐ Service and management agreements

☒ Maintenance Activities (provide details in question 2)

☒ Design and Performance Provisions

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

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

☒ Overflow Emergency Response Plan:

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

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

☒ Capacity Assurance:

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

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

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

Within your sewer system have you identified the following?

- ☒ Areas with flat sewers
- ☒ Areas with surcharging
- ☒ Areas with bottlenecks or constrictions
- ☒ Areas with chronic basement backups or SSOs
- ☒ Areas with excess debris, solids, or grease accumulation
- ☒ Areas with heavy root growth
- ☒ Areas with excessive infiltration/inflow (I/I)
- ☐ Sewers with severe defects that affect flow capacity
- ☐ Adequacy of capacity for new connections
- ☐ Lift station capacity and/or pumping problems

0

- ☐ Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed
- ☐ Special Studies Last Year (check only those that apply):
  - ☐ Infiltration/Inflow (I/I) Analysis
  - ☐ Sewer System Evaluation Survey (SSES)
  - ☐ Sewer Evaluation and Capacity 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	30.6	% of system/year
Root removal	2.0	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	1	% of system/year
Manhole inspections	29.3	% of system/year
Lift station O&M	2	# per L.S./year
Manhole rehabilitation	1	% of manholes rehabbed
Mainline rehabilitation	0	% of sewer lines rehabbed
Private sewer inspections	1	% of system/year
Private sewer I/I removal	0	% of private services

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

chemically treated an additional 1.33 miles of sanitary sewer

3. Performance Indicators

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

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42.67	Total actual amount of precipitation last year in inches
32.41	Annual average precipitation (for your location)
72.3	Miles of sanitary sewer
8	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
11	Number of basement backup occurrences
45	Number of complaints
1.3885	Average daily flow in MGD (if available)
1.7688	Peak monthly flow in MGD (if available)
	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

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

4. Overflows

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

	Date	Location	Cause	Estimated Volume (MG)
0	1/25/2014 4:30:00 AM - 1/25/2014 7:15:00 AM	TFO - Storage tank overflowed at WWTP		0.0080 - 0.0080

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

What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurences in the future?

Installed a level float inside storage tank to alarm and shut off pump when tank is approaching a level below what would cause an overflow

5. Infiltration / Inflow (I/I)

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

- ● Yes
- ○ No

If Yes, please describe:

flows for 8 months during the year were up between 200000 to 500000 gallons per day when experiencing high percipitation.

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:

more operational changes due to hydraulic loading

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

more I&I due to increased percipitation and higher river levels

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

developing a CMOM, purchased a sewer camera, smoke testing scheduled

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

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Grading Summary

WPDES No: 0020150

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	B	3	3	9
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			**32**	**125**
GRADE POINT AVERAGE (GPA) = 3.91				

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: City of Merrill

Date of Resolution or Action Taken:

Resolution Number:

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. Regardless of grade, required for Collection Systems if SSOs were reported):

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Phosphorus: Grade = B

Added an inline phophorus analyzer which will help maintain a more consistant phosphorus level and help prevent under dosing of alum.

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

Installed a level float inside storage tank to alarm and shut off pump when tank is approaching a level below what would cause an overflow

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. = 3.91

<<ENTER YR>><<ENTER MONTH>><<ENTER AGENDA NO.>>

CITY OF MERRILL

1004 EAST FIRST STREET
MERRILL, WI 54452-2586

AN ORDINANCE: By Water and Sewage Committee
Re: Amending Chapter 16, to change fees at 38-40 and 38-42(a) and 38-42(b)

ORDINANCE NO. 2015-
Introduced: _____
1st Reading: _____
2nd Reading: _____
3rd Reading: _____
Committee/Commission Action: _____

AN ORDINANCE

The Common Council of the City of Merrill, Wisconsin, does ordain as follows:

Section 1. Chapter 16, of the Code of Ordinances for the City of Merrill is amended as follows:

CHAPTER 38 UTILITIES		
38-40	Quarterly public fire protection service charges — 5/8-inch meter	$11.74~~11.40~~
	Quarterly public fire protection service charges — ¾-inch meter	$11.74~~11.40~~
	Quarterly public fire protection service charges — 1-inch meter	$29.36~~28.50~~
	Quarterly public fire protection service charges — 1¼-inch meter	$43.26~~42.00~~
	Quarterly public fire protection service charges — 1½-inch meter	$58.71~~57.00~~
	Quarterly public fire protection service charges — 2-inch meter	$92.70~~90.00~~
	Quarterly public fire protection service charges — 3-inch meter	$176.13~~171.00~~
	Quarterly public fire protection service charges — 4-inch meter	$293.55~~285.00~~
	Quarterly public fire protection service charges — 6-inch meter	$587.10~~570.00~~
	Quarterly public fire protection service charges — 8-inch meter	$942.45~~915.00~~

	Quarterly public fire protection service charges — 10-inch meter	$1,412.131,371.00
	Quarterly public fire protection service charges — 12-inch meter	$1,881.811,827.00
38-41(b)	Quarterly private fire protection service demand water service charges (UPF-1): 2-inch connection	$13.50
	Quarterly private fire protection service demand water service charges (UPF-1): 3-inch connection	$25.50
	Quarterly private fire protection service demand water service charges (UPF-1): 4-inch connection	$43.50
	Quarterly private fire protection service demand water service charges (UPF-1): 6-inch connection	$87.00
	Quarterly private fire protection service demand water service charges (UPF-1): 8-inch connection	$135.00
	Quarterly private fire protection service demand water service charges (UPF-1): 10-inch connection	$210.00
	Quarterly private fire protection service demand water service charges (UPF-1): 12-inch connection	$300.00
38-42(a)	Quarterly general water service charges (MG-1): 5/8-inch meter connection	$21.1220.50
	Quarterly general water service charges (MG-1): ¾-inch meter connection	$21.1220.50
	Quarterly general water service charges (MG-1): 1 inch meter connection	$31.9331.00
	Quarterly general water service charges (MG-1): 1¼-inch meter connection	$42.2341.00
	Quarterly general water service charges (MG-1): 1½-inch meter connection	$52.5351.00
	Quarterly general water service charges (MG-1): 2 inch meter connection	$83.4381.00
	Quarterly general water service charges (MG-1): 3 inch meter connection	$132.87129.00
	Quarterly general water service charges (MG-1): 4 inch meter connection	$190.55185.00
	Quarterly general water service charges (MG-1): 6 inch meter connection	$334.75325.00

	Quarterly general water service charges (MG-1): 8 inch meter connection	$504.70~~490.00~~
	Quarterly general water service charges (MG-1): 10 inch meter connection	$734.39~~713.00~~
	Quarterly general water service charges (MG-1): 12 inch meter connection	$959.96~~932.00~~
38-42(b)	Volume water service charges: First 4,000 cubic feet used each quarter (MG-1)	$2.50~~2.43~~ per 100 cubic feet
	Volume water service charges: Next 96,000 cubic feet used each quarter (MG-1)	$2.06~~2.00~~ per 100 cubic feet
	Volume water service charges: Over 100,000 cubic feet used each quarter (MG-1)	$1.61~~1.56~~ per 100 cubic feet

Section 2. Severability. In the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance. It is the legislative intent of the Common Council that this ordinance would have been adopted if such illegal provision had not been included or any illegal application had not been made.

Section 3. Repeal and Effective Date. All ordinances or parts of ordinances and resolutions in conflict herewith are hereby repealed. This ordinance shall take effect from and after its passage and publication.

Moved by: _____

Adopted: _____

Approved: _____

Published: _____

Approved:

_____
William R. Bialecki,
Mayor

Attest:

_____
William N. Heideman, City Clerk

Application/Permit
To dispose of Septic/Holding Tanks Wastes
At the City of Merrill Wastewater Treatment Facility

Application

The undersigned is hereby applying for the following permit:

Name of Applicant/Hauler Dave's Septic
Address 703 Cottage St Merrill WI 54452
Street/Number City State Zip Code

Wisconsin Sanitary License Number 2507

Vehicle(s) Description	Truck Make	Model Year	License Plate #	Capacity (Gallons)
Vehicle #1	International	2015	NB4458	4000gallons
Vehicle #2				
Vehicle #3				
Vehicle #4				

Signature: _____ Date: 6/15/15
(Applicant/Hauler)

Permit

In consideration of $_____ and the mutual convenience contained herein for the 20__ calendar year, the City of Merrill Sewer Utility (CITY) grants this permit to the above named licensed septage hauler (HAULER) permitting said HAULER to dispose of septic/holding tank wastes at the City of Merrill Wastewater Treatment Facility pursuant to the following terms and conditions:

1. The CITY will permit the HAULER to discharge septage on a controlled basis into the sewerage system operated by the CITY. Said discharge shall be at the time, place, and upon such conditions designated by the Wastewater Head Operator. In addition, the HAULER understands that the City Engineer may suspend or terminate this permit at any time.

2. The HAULER shall pay, **within 30 days of billing**, all costs billed by the CITY for discharges to the City of Merrill sewerage system. Charges will be based on estimated truck capacity for each discharge of holding tank waste. Any billing not paid within 30 days shall bear interest at a rate of 18% per annum and in addition thereto have the effect of immediately reviewing this permit thereby causing the possibility that the above named hauler(s) privilege to disposal of septic/holding tank wastes at the City of Merrill Wastewater Treatment Facility be terminated. If the HAULER shall bring his account current with the CITY, said HAULER may re-apply for a new permit. The costs billed to the HAULER shall include, but shall not be limited to, the charges to defray the additional expense of accepting

septage, all necessary and allowable laboratory analysis charges, and charges for the volume, BOD and total suspended solids discharged to the City of Merrill sewerage system. Said charges shall be based on the prevailing service charge rate set forth in the City of Merrill's sewerage rate schedule.

3. The CITY shall collect samples of all septage offered for disposal for analysis to determine treatability and compatibility of the septage. The results of said analysis may be used as a basis for charges billed to the HAULER The following parameters may be analyzed: BOD, TSS, pH. The cost of said analysis shall be billed to the HAULER. Split samples shall be provided to the HAULER upon request.

4. The HAULER agrees to carry public liability insurance in an amount not less than Five Hundred Thousand Dollars ($500,000) to protect any and all persons or property from injury and/or damage caused by any act, or the failure to act, or negligence by the HAULER, its employees or agents. The HAULER, at the time of applying for this permit, shall furnish a certificate certifying that said insurance is in full force and effect.

5. The HAULER agrees to deposit only those materials of domestic origin, or compatible pollutants only and the HAULER further agrees that they will comply with the provisions of any and all applicable ordinance of the CITY and shall not deposit any gasoline, oil, acid, alkali, grease, rags, waste, volatile or flammable liquids, or other deleterious substances into the public sewers, not allow any earth, sand or other solid material to pass into any part of the City of Merrill's Wastewater Treatment Facilities.

6. The HAULER agrees to indemnify and hold harmless the CITY from any and all liability and claims for damages arising out of operating under this permit.

Approval

APPROVED this _____ day of _____, 20___, on behalf of the CITY by:

SIGNATURE: _____

City of Merrill City Engineer

Water & Sewage Committee Approval: _____

DATE

Operations Report

- New water service was installed for Merrill Sheet Metal
- Replaced hydrants at 5th and Pier, 6th and Pier and on N. State Street between W. 5th and W. 7th Streets.
- Completed about 75% of the hydrant maintenance planned for 2015. Will complete the remainder in the fall during the week of flushing.
- Newsletter along with the consumer confidence report has been mailed which is required before July 1st.
- Spreading of biosolids is slow going because of the wet weather and wet fields. The storage shed is full.
- Cleaning of the collection system continues. Starting early next month root cutting will be done on the areas found to be having problems followed by CCTV of the lines to see if there other more serious issues.
- Televising sewer lines in areas of suspected infiltration and inflow have identified leaks in the system adding significant amounts of clear water to the collection system. Area on Blaine Street was added on Capital Project list for 2016 the other area is not yet completed.
- Painting areas at treatment plant along with other housekeeping.
- Contracted service for leak detection has started this week.
- Repaired service leak on Blaine Street, repaired a number of water shut-offs.