



CITY OF MARSHFIELD

MEETING NOTICE

AGENDA
BOARD OF PUBLIC WORKS
CITY OF MARSHFIELD, WISCONSIN
MONDAY, AUGUST 3, 2015 at 5:30 PM
COUNCIL CHAMBERS, CITY HALL PLAZA

- 1. Call meeting to order – Chairman Buttke
2. Approval of minutes of July 20, 2015 Board of Public Works meetings
3. Citizen Comments
4. Construction Update – Presented by Mike Winch, Street Superintendent & Dan Knoeck, Director of Public Works
5. 2nd Street presentation of Final Proposal – Presented by Josh Miller, City Planner and Randy Lueth, Landscape Architect
6. Approval of Wastewater Compliance Maintenance Annual Report (CMAR) – Presented by Sam Warp, Wastewater Superintendent
7. Approval of Engineering Agreement with Strand Associates for annual Wastewater Rate Review – Presented by Dan Knoeck, Director of Public Works
8. Approval to allow the Library Project Construction Manager to self-perform work under the "Building Works" bid category – Presented by Steve Barg, City Administrator
9. Set date and time for annual Board of Public Works Bus Tour – Presented by Dan Knoeck, Director of Public Works
10. Recommended items for future agendas
11. Adjournment

Posted this 31st day of July, 2015 at 4:00 PM by Daniel G. Knoeck, Director of Public Works

NOTE

It is possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

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 Mary Anderson, Public Works Department at 630 South Central Avenue or by calling (715) 387-8424

BOARD OF PUBLIC WORKS BACKGROUND
08/03/15

1. Call meeting to order – Chairman Buttke
2. Approval of minutes of July 20, 2015 Board of Public Works meetings
3. Citizen Comments
4. Construction Update – Presented by Mike Winch, Street Superintendent & Dan Knoeck, Director of Public Works
5. 2nd Street presentation of Final Proposal – Presented by Josh Miller, City Planner and Randy Lueth, Landscape Architect
See attached memo and final drawings. **Recommend approval and direct engineering staff to move forward with construction documents for 2016 construction on 2nd Street from Maple Avenue to Chestnut Avenue.**
6. Approval of Wastewater Compliance Maintenance Annual Report (CMAR) – Presented by Sam Warp, Wastewater Superintendent
See attached memo, report and Resolution No. 2015-38. **Recommend approval and refer to the Common Council for consideration.**
7. Approval of Engineering Agreement with Strand Associates for annual Wastewater Rate Review – Presented by Dan Knoeck, Director of Public Works
See attached memo and Task Order. **Recommend approval.**
8. Approval to allow the Library Project Construction Manager to self-perform work under the “Building Works” bid category – Presented by Steve Barg, City Administrator
See attached memo. **Recommend approval.**
9. Set date and time for annual Board of Public Works Bus Tour – Presented by Dan Knoeck, Director of Public Works
Recommend setting the date for Monday, August 24, 2015, leaving City Hall at 5:30 PM.
10. Recommended items for future agendas
11. Adjournment

BOARD OF PUBLIC WORKS MINUTES
OF JULY 20, 2015

Meeting called to order by Chairman Buttke at 5:30 PM in the Council Chambers of City Hall Plaza.

PRESENT: Mike Feirer, Tom Buttke, Ed Wagner, Gary Cummings and Chris Jockheck

EXCUSED: None

ALSO PRESENT: City Engineer Turchi; Assistant City Engineer Cassidy; Street Superintendent Winch; the media; and others.

PW15-89 Motion by Feirer, second by Jockheck to recommend approval of the minutes of the July 7, 2015 Board of Public Works meeting.

Motion Carried

Citizen Comments – None

City Engineer Turchi presented an Engineering Division construction update. Street Superintendent Winch presented a Street Division construction update.

PW15-90 Motion by Feirer, second by Cummings to recommend approval of the changes to Section 10-33(6)(c) Regulation of Noise and Vibration, regarding concrete sawing on paving projects and request an ordinance be drafted for Common Council consideration.

Feirer, Buttke, Cummings & Jockheck voted 'Aye', Wagner voted 'No' Motion Carried

Recommended items for future agendas - None

Motion by Jockheck, second by Wagner that the meeting be adjourned at 5:48 PM.

Motion Carried



Thomas R. Turchi, Acting Secretary
BOARD OF PUBLIC WORKS

City of Marshfield
Department of Public Works
Street Division
407 West 2nd Street
Marshfield, Wisconsin 54449



Mike Winch
Street Superintendent
(715) 486-2081
FAX: (715) 387-8669
ike@ci.marshfield.wi.us

To: Tom Buttke, Chairman, Board of Public Works
Members, Board of Public Works
From: Mike Winch, Street Superintendent
R.E.: B.O.P.W.'s Street Division Construction Update for August 3rd, 2015
Date: July 31st, 2015

Asphalt Mill-In-Place

12th St – Maple to Cedar
28th St – Felker to Washington-complete
Felker Ave – 29th to 27th – complete
Apple Ave – 9th – 17th – scheduled for paving August 6th-7th
Ash Ave – Arnold to Doege- sewer work complete, ditching, drain tiling and culvert resets on-going
Cedar Ave – Arnold to Blodgett
Cherry Ave – Arnold to Edison – road restored after sewer complete, more tiling, ditching, culvert resets and road building to do
Maple Ave – 9th – 14th - start sanitary manhole replacements August 5th
Wildwood Ct. – Locust to Locust

Asphalt Overlays

Cedar Ave – Ives to Grant
29th St – Central to Peach- paving scheduled for August 5th-6th
Blodgett St – Central to Maple- complete
Blodgett St – Maple to Peach- scheduled for August 5th
Vine Ave – Arnold to Doege- complete
Cleveland – Central to Maple- complete

Street Reconstructions

East 4th - 4th/8th to Willow, complete

Storm Sewer Maintenance/Construction

Storm water inlet, M.H. and main repairs/replacements with associated street restoration throughout the city: ongoing
General storm water ditching with drain tile installation as required throughout the city: ongoing

Sanitary Sewer Maintenance/Reconstruction

-M.H. replacements/Mono-forming and main repairs on all asphalt mill-in-place and overlay streets as required: ongoing
-Sanitary repairs- Apple Avenue from Depot Street to Arnold Street
Lowered sanitary manhole at the Blodgett right of way west of Galvin

Street Maintenance

-Crack sealing of concrete streets: complete
-Crack sealing of asphalt streets: complete
-Slag sealing of asphalt streets: scheduled for August 20th
-Specialized joint sealing on concrete streets: to be scheduled
-General asphalt patching, city wide as required: to be scheduled
- Pothole patching- on going
- Street sweeping - on going
-painting lanes and cross walks various locations
-general sign work

Paint signal light poles

Blade roads

Water trees from newly planted terrace trees

ADA ramps installed by St. John's church and school



City of Marshfield Memorandum

TO: Board of Public Works
FROM: Josh Miller, City Planner
DATE: August 3, 2015

RE: 2nd Street Green Street Corridor Design.

Background

In June, the Board of Public Works directed staff to move forward with a revised concept for 2nd Street that included one-way streets, diverging from Central Avenue and angled parking. Staff met with Randy Lueth to discuss the parameters and have come up with a revised concept based on the direction of the Board.

Analysis

The recommendation from the Downtown Master Plan was to redevelop 2nd Street as a green street corridor. Below are the details from the Plan:

Redevelop 2nd Street as a green street corridor.

2nd Street connects the expanded library, core downtown, proposed park, and Steve J. Miller Park. This street can be redeveloped with significant landscaping, art installations, traffic calming, and other bicycle and pedestrian improvements to tie these resources together. The green corridor can be an incentive to promote eventual redevelopment of public and private properties along West 2nd Street.

- a) Develop a design for the corridor, incorporating street calming measures, bicycle and pedestrian accommodations, significant vegetative landscaping, street amenities, and art installations.
- b) Based on the adopted design, identify a timeline for improvements. Many features can be added incrementally as nearby development occurs. Features such as sculpture, murals, or other art installations can be added annually to create a continually evolving street scene.

Design Highlights

The final concept covers a two block span instead of the original 4 blocks. The direction from the Board of Public Works was to focus on the areas that will be redone in the short-term. The 2nd Street corridor west of Chestnut Avenue likely won't be developed for some time, so the focus area is from Maple Avenue to Chestnut Avenue.

There are a lot of infrastructure components and design elements that are desirable in a pedestrian green space corridor. Due to the limited space within the right-of-way, not all of them could be included. This is still in concept form and some of the elements such as the location and/or type of outdoor seating, public art, landscaping, and bike parking may be shifted to account for visibility, utilities, and functionality in the final design.

The proposed concept (angled parking along the south) maximizes the available parking (provides 32 stalls compared to 35 stalls under the current configuration), allows for on-street loading zones to the north, and provides significant greenspace along the north side of the street. Parking options on the north side of 2nd Street were also considered. When placing angled parking along the north side, the same number of parking stalls as the south side could be provided (32 stalls), however, the two loading zones would have to be removed. If the loading zones were included in the design with parking on the north side, then a number of additional stalls would have to be removed.

Business and property owners to the south side of the street (Custom Aerial Photography and PSE) also wanted on-street loading zones. However, a number of parking stalls would have to be removed to make that accommodation and having a parallel loading area next to an angled parking stall may be challenging to utilize. If loading is needed on a temporary basis, cones could be placed in the nearby parking stalls so no one parks there while businesses are receiving deliveries.

Below are the components of the design:

100 Block of East 2nd Street (Central Avenue to Maple Avenue)

- North
 - Approximately 4 planter areas for trees, hedges, and shrubs.
 - Outdoor seating areas
 - Access to loading
 - Loading zone
 - Colored concrete area behind the curb
 - 5-7 foot wide sidewalk (including colored concrete area)
 - 15 foot wide eastbound lane
 - Lighted bollards for pedestrian lighting
 - Brick paver areas
 - Emblems with street names on the corners
 - Trash receptacles
 - No parking spaces provided
- South
 - Planter areas on the east and west end of the block for shade trees and shrubs
 - Access to loading
 - Colored concrete area behind the curb
 - 5-7 foot wide sidewalk (including colored concrete area)

- 15 foot wide eastbound lane
- Decorative street lights
- Emblems with street names on the corners
- 14 angled parking spaces
- Public Art space

100 Block of West 2nd Street (Central Avenue to Chestnut Avenue)

- North
 - Approximately 10 planter areas for trees, hedges, and shrubs.
 - Outdoor seating areas
 - Outdoor dining area
 - Loading zone
 - Colored concrete area behind the curb
 - 6 foot wide sidewalk (including colored concrete area)
 - 15 foot wide westbound lane
 - Lighted bollards for pedestrian lighting
 - Brick paver areas
 - Emblems with street names on the corners
 - No parking spaces provided
 - Hedges screening the Central Municipal Lot and corridor
- South
 - Large planter areas on the east and west end of the block for shade trees and shrubs
 - Close exit access from Burlington Lot on to 2nd Street (Post Office mailbox will have to be addressed if this access is closed)
 - Colored concrete area behind the curb
 - 5-7 foot wide sidewalk (including colored concrete area)
 - 15 foot wide westbound lane
 - Decorative street lights
 - Emblems with street names on the corners
 - 18 angled parking stalls
 - Public Art space

Another factor considered in the design was limiting how much of 2nd Street in the West 100 block would have to be dug up as that street was reconstructed just two years ago. Part of the parking lanes on both sides as well as part of the driving lanes will have to be reconstructed to accommodate the proposed design. It is also likely that some components of the storm sewer will have to be relocated.

Summary of Public Comments

Overall, there is not a clear consensus for how to redesign the 2nd Street corridor. Based on all of the public comment the following design concepts have the most support:

- Two-way traffic
- More greenspace

- No significant reduction in parking
- Bike lanes
- Outdoor dining options
- Public art
- Safety

Based on the proposed design, we were able to provide one-way traffic, significantly more greenspace, outdoor dining options, public art space, added safety, and limited reduction to parking. We weren't able to include the bike lanes due or two-way traffic to lack of space. A desirable characteristic in the design that we were able to achieve was a limited loss of parking. Existing conditions show there to be a total of 35 on-street parking stalls (17 in the east 100 block and 18 in the west 100 block). The proposed design has 32 stalls. The design for South Maple will add 4 parking stalls on the east side of the south 200 block, and the former Professional Building site will likely be converted to additional parking which should accommodate future parking needs for this area.

Recommendation

Approve the proposed concept as presented and direct engineering staff to move forward with preparing the appropriate construction documents for 2016 construction.

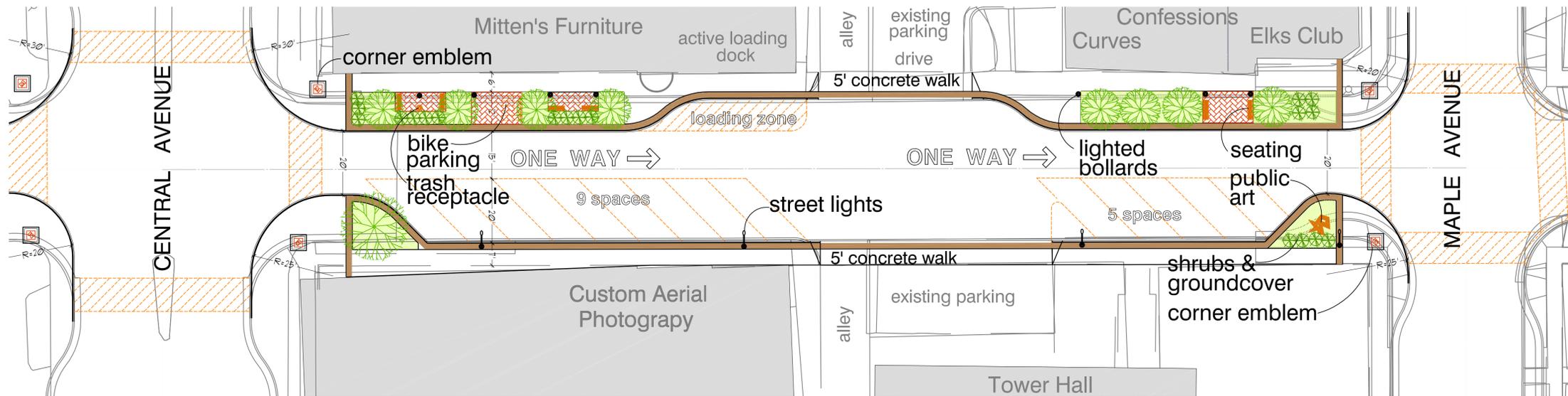
Attachments

1. Revised Final Concept.

Concurrence:



Jason Angell
Planning and Economic Development Director



Maple to Central existing spaces = 17 proposed spaces = 14

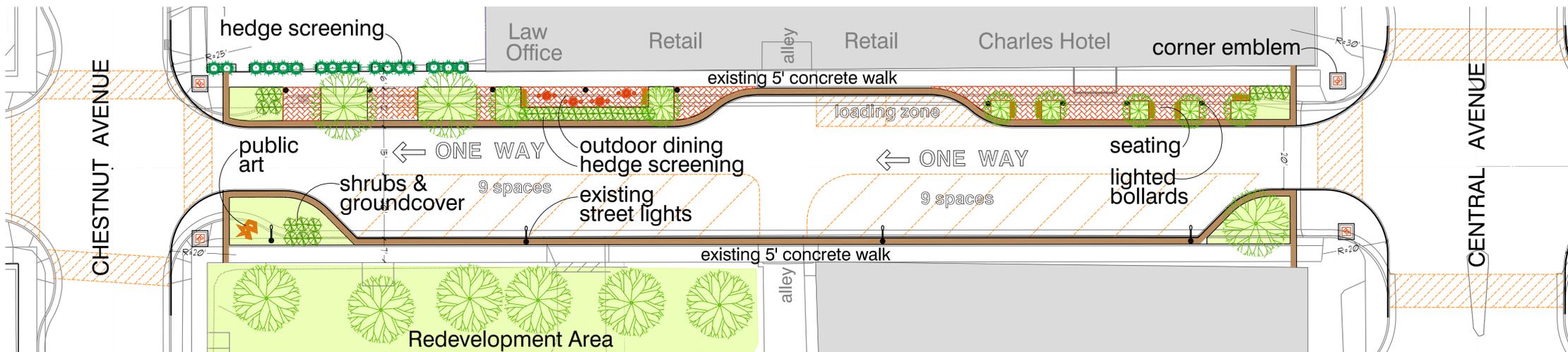
- one way traffic east bound
- maintain access to existing loading dock
- preserve Tower Hall parking
- colored paving band, brick pavers in special areas
- larger specimen trees at corners
- seating & bike parking areas
- corner paving emblem
- pedestrian lighting



lighted bollard

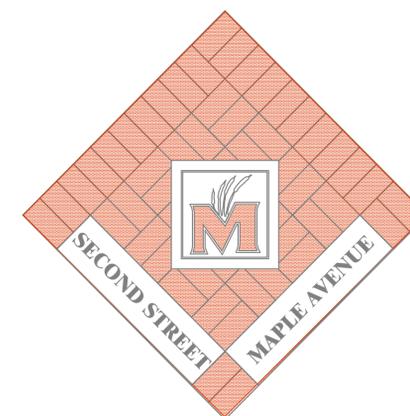


bench with back & arms

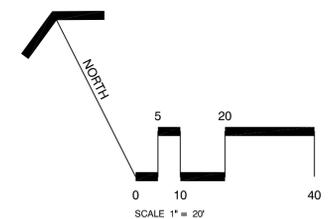


Central to Chestnut existing spaces = 18 proposed spaces = 18

- one way traffic west bound
- minimize impact on new existing paving
- maintain hotel loading zone
- borrow greenplace enhancement from redevelopment area
- colored paving band, brick pavers in special areas
- larger specimen trees at corners
- seating & bike parking areas
- corner paving emblem
- pedestrian lighting



corner emblem detail



Concept Plan, angle parking south side

Second Street Design Study, Marshfield, WI

City of Marshfield
Wastewater Utility
2601 E. 34th Street
Marshfield, WI 54449-5363



MARSHFIELD
Wastewater Utility

Sam Warp Jr.
Wastewater Superintendent
(715) 591-2022
Fax (715) 591-2027
sam.warp@ci.marshfield.wi.us

To: Board of Public Works
Chairman – Tom Buttke
Members – Chris Jockheck, Ed Wagner, Gary Cummings, Mike Feirer

From: Sam Warp Jr., Wastewater Superintendent

Subject: 2014 CMAR

Date: August 3, 2015

Enclosed are a few pages of the 2014 CMAR, (Compliance Maintenance Annual Report). This report must be completed by the staff, presented to the governing body, a resolution signed and then sent into the Wisconsin DNR. The format of the report has been changed, but it's still 22 pages long. I have included eight pages to cover some of last year's events. A full version is available at the wastewater plant, Dan Knoeck's office and in September it will be available on the DNR website. Electronic versions can also be sent at any point.

We had a plant upset in November which caused us to go over some of our limits. The condition went away and the plant returned to normal. This event turned into us losing 23 points from the total. We are still in the A/B range which requires no action by the staff or Council.

Compliance Maintenance Annual Report

Marshfield Wastewater Treatment Facility

Last Updated: Reporting For:
6/10/2015 2014

3. Flow Meter

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

- Yes Enter last calibration date (MM/DD/YYYY)
- No

If No, please explain:

4. Sewer Use Ordinance

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

- Yes
- No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

- Yes
- No

If Yes, please explain:

5. Septage Receiving

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

- | | | |
|--------------------------------------|--------------------------------------|--------------------------------------|
| Septic Tanks | Holding Tanks | Grease Traps |
| <input checked="" type="radio"/> Yes | <input checked="" type="radio"/> Yes | <input checked="" type="radio"/> Yes |
| <input type="radio"/> No | <input type="radio"/> No | <input type="radio"/> No |

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

Septic Tanks
 Yes gallons

Holding Tanks
 Yes gallons

Grease Traps
 Yes gallons

No

*Plant influent
1,119,245,000 gallons*

→ 2.3%

5.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes.

There were no known affects from receiving these wastes.

6. Pretreatment

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

- Yes
- No

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

The plant experienced a plant upset in November which caused us to exceed our permit for CBOD. No source was found even with all the additional testing and phone calls. It may have been from a residential source.

4

Compliance Maintenance Annual Report

Marshfield Wastewater Treatment Facility

Last Updated: Reporting For:
6/10/2015 2014

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

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

Outfall No. 002	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	16	14.4	3	1	0	0
February	16	14.4	5	1	0	0
March	16	14.4	5	1	0	0
April	16	14.4	6	1	0	0
May	16	14.4	6	1	0	0
June	16	14.4	4	1	0	0
July	16	14.4	3	1	0	0
August	16	14.4	3	1	0	0
September	16	14.4	3	1	0	0
October	16	14.4	8	1	0	0
November	16	14.4	18	1	1	1
December	16	14.4	12	1	0	0

10

* Equals limit if limit is <= 10

Months of discharge/yr	12		
Points per each exceedance with 12 months of discharge		7	3
Exceedances		1	1
Points		7	3
Total number of points			10

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?

When the plant upset was noticed, samples from all major contributors were tested. This shown nothing. Ferric Chloride and Alum were increased and polymer was added to the clarifiers to help settling. Hydrated lime was added to the oxidation ditch to improve alkalinity. Seed was brought in from a neighboring plant. The plant slowly recovered.

2. Flow Meter Calibration

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

Yes

Enter last calibration date (MM/DD/YYYY)

03/13/2014

No

If No, please explain:

3. Treatment Problems

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

The plant loss of active bugs, mentioned above.

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?

Compliance Maintenance Annual Report

Marshfield Wastewater Treatment Facility

Last Updated: Reporting For:
6/10/2015 2014

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

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

Outfall No. 002	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	20	18	5	1	0	0
February	20	18	6	1	0	0
March	20	18	7	1	0	0
April	20	18	8	1	0	0
May	20	18	8	1	0	0
June	20	18	7	1	0	0
July	20	18	6	1	0	0
August	20	18	4	1	0	0
September	20	18	6	1	0	0
October	20	18	10	1	0	0
November	20	18	19	1	0	1
December	20	18	14	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	1	
Points	0	3	
Total Number of Points		3	

3

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?

When the plant upset was noticed, samples from all major contributors were tested. This shown nothing. Ferric Chloride and Alum were increased and polymer was added to the clarifiers to help settling. Hydrated lime was added to the oxidation ditch to improve alkalinity. Seed was brought in from a neighboring plant. The plant slowly recovered.

Total Points Generated	3
Score (100 - Total Points Generated)	97
Section Grade	A

Compliance Maintenance Annual Report

Marshfield Wastewater Treatment Facility

Last Updated: Reporting For:
6/10/2015 2014

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

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

Outfall No. 002	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.7	1	0
February	1	0.8	1	0
March	1	0.9	1	0
April	1	0.9	1	0
May	1	0.9	1	0
June	1	0.9	1	0
July	1	0.8	1	0
August	1	0.8	1	0
September	1	0.9	1	0
October	1	1.0	1	0
November	1	1.0	1	1
December	1	0.9	1	0
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?

When the plant upset was noticed, samples from all major contributors were tested. This shown nothing. Ferric Chloride and Alum were increased and polymer was added to the clarifiers to help settling. Hydrated lime was added to the oxidation ditch to improve alkalinity. Seed was brought in from a neighboring plant. The plant slowly recovered.

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

Compliance Maintenance Annual Report

Marshfield Wastewater Treatment Facility

Last Updated: Reporting For:
6/10/2015 2014

Biosolids Quality and Management

1. Biosolids Use/Disposal

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

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

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

1.1.1 If you checked Other, please describe:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

4969.40 acres

2.1.2 How many acres did you use?

360 acres

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

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

- Yes (30 points)
- No

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

- Yes
- No (10 points)
- N/A

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 003 - LAND APPLICATION

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			2.1	<2.6			<3.1					<2.3		0	0
Cadmium		39	85			.74	.65			.61					.43		0	0
Copper		1500	4300			230	240			300					240		0	0
Lead		300	840			14	20			19					12		0	0
Mercury		17	57			.54	<.44			<.92					<1		0	0
Molybdenum	60		75			7.2	8.2			8.8					7.4	0		0
Nickel	336		420			21	28			30					24	0		0
Selenium	80		100			6.2	<6.3			<4.4					6.5	0		0
Zinc		2800	7500			290	320			400					300		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

Marshfield Wastewater Treatment Facility

Last Updated: Reporting For:
6/10/2015 2014

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

Within your sewer system have you identified the following?

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

Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed

Special Studies Last Year (check only those that apply):

- Infiltration/Inflow (I/I) Analysis
- Sewer System Evaluation Survey (SSES)
- Sewer Evaluation and Capacity Management Plan (SECAP)
- Lift Station Evaluation Report
- Others:

0

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	32.9	% of system/year
Root removal	0.1	% of system/year
Flow monitoring	4.1	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	2.7	% of system/year
Manhole inspections	2.7	% of system/year
Lift station O&M	156	# per L.S./year
Manhole rehabilitation	1.1	% of manholes rehabbed
Mainline rehabilitation	0.1	% of sewer lines rehabbed
Private sewer inspections	0.1	% of system/year
Private sewer I/I removal	0.1	% of private services

Compliance Maintenance Annual Report

Marshfield Wastewater Treatment Facility

Last Updated: Reporting For:
6/10/2015 2014

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

The City is investing about \$450,000 per year into CIPP lining and having the work completed on a every other or every third year basis. The larger projects yield a better cost per foot bid.

3. Performance Indicators

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

39.01	Total actual amount of precipitation last year in inches
32	Annual average precipitation (for your location)
138	Miles of sanitary sewer
4	Number of lift stations
0	Number of lift station failures
0	Number of sewer pipe failures
0	Number of basement backup occurrences
1	Number of complaints
3.064	Average daily flow in MGD (if available)
150.141	Peak monthly flow in MGD (if available)
7.867	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

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

4. Overflows

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

Date	Location	Cause	Estimated Volume (MG)
None reported			

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

5. Infiltration / Inflow (I/I)

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

- Yes
- No

If Yes, please describe:

The wastewater plant received 391 million gallons, or 54% more water than the water department pumped into the distribution system. This came from I&I.

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:

Compliance Maintenance Annual Report

Marshfield Wastewater Treatment Facility

Last Updated: Reporting For:
6/10/2015 2014

Grading Summary

WPDES No: 0021024

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	B	3	10	30
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	115
GRADE POINT AVERAGE (GPA) = 3.59				

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)

RESOLUTION NO. 2015-38

Resolved, that the City of Marshfield informs the Wisconsin Department of Natural Resources that the following actions were taken by the Common Council of the City of Marshfield:

1. Reviewed the Compliance Maintenance Annual Report which is attached to this Resolution.

Passed by a (majority) (unanimous) vote of the Common Council on the _____ day of _____, 2015.

ADOPTED _____

Chris Meyer, Mayor

APPROVED _____

Deb Hall, City Clerk



City of
Marshfield
Memorandum

July 31, 2015

TO: Board of Public Works

FROM: Dan Knoeck, Director of Public Works

SUBJECT: Engineering Services Agreement for 2015 Wastewater Utility rate Review

BACKGROUND

Each year during the budget process, wastewater rates are reviewed and updated as necessary. Strand Associates has been providing this service since the new plant went on line.

ANALYSIS

Attached is the proposed Task Order for the 2015 rate review. The agreement is based on actual cost not to exceed \$8,700 with some pricing for additional services should they be necessary.

RECOMMENDATION

I recommend approval of the Engineering Services Agreement with Strand Associates for the 2015 Wastewater Utility rate review and authorize execution of the agreement.

Concurrence: _____


Steve Barg, City Administrator



Strand Associates, Inc.[®]

910 West Wingra Drive

Madison, WI 53715

(P) 608-251-4843

(F) 608-251-8655

Task Order No. 15-02
City of Marshfield, Wisconsin (OWNER)
and Strand Associates, Inc.[®] (ENGINEER)
Pursuant to Technical Services Agreement dated April 20, 2011

Project Information

Services Name: 2015 Wastewater Utility Rate Review

Services Description: Review 2014 and 2015 year-to-date operating and capital costs, anticipated projected future costs and future capital expenditures, and recommended 2016 wastewater utility rates from OWNER's annual review of its user charge system.

Scope of Services

ENGINEER will provide the following services to OWNER:

1. Review anticipated 2016 operating budgets for the wastewater utility, including operation and maintenance costs, proposed capital expenditures, and miscellaneous sources of revenue. Develop up to three preliminary rate increase estimates based on the projected total revenues required.
2. Review billings and revenues for 2014 and the first half of 2015 for billing quantities to be used for determining 2016 rates. This includes a review of all Category B users as well as outside sources of revenue including hauled wastes, lab services, special assessments, and charges to other City departments.
3. Develop a 2016 revenue projection based on OWNER's recommended rate increase using both a cash basis method and a utility basis method. The components of the revenue projection on a cash basis will include operation and maintenance, replacement fund contributions, existing debt service, operating reserve contribution (if required), and a recommended projected cash flow for the utility. Review outside revenue sources such as hauled wastes and special assessment. Based on the 2016 revenue projections, develop rates for the wastewater utility including customer charges, volume charges, surcharges, and charges for special wastes such as holding tank wastes and effluent reuse.
4. Review effluent wastewater reuse rate billed to Completion Industrial Minerals, LLC.
5. Prepare a summary report for review by OWNER that summarizes the key assumptions used in developing the proposed rates as well as the documented support for the proposed rates.
6. Prepare recommended rates for review and adoption by the City Council.



City of Marshfield Memorandum

DATE: July 31, 2015
TO: Board of Public Works
FROM: Steve Barg, City Administrator
RE: Request to allow library project construction manager to bid on one single project component

Background

As you know, we re-bid roughly one-third of the library project categories, due mainly to a lack of bids, including categories in which no bids were received. This produced some success, but even with the re-packaged category called “Building Works” (“catch-all” of smaller project components), we just got one bid for this portion of the project work, and it’s thought that we might be able to get a better price. Our construction manager (Boson) would consider bidding on this category when we seek bids again next month, if allowed. Nothing in our construction management contract prohibits this; however, the Request for Proposals (RFP) that we used in soliciting proposals stated that the construction manager would not be allowed to “self-perform” any project work.

Recommendation

Given the City’s need to bring this project within established budget constraints, and with some concerns about a continued lack of bids in this category, staff recommends allowing Boson to bid on this one category only (Building Works) in a competitive manner with other interested parties.