



July 29, 2024

Michigan EGLE  
Kalamazoo District Office,  
Water Resources Division  
7593 Adobe Road  
Kalamazoo, MI 49009-5025

**Subject: Buchanan WWTP  
NPDES Permit No. MI0022489  
Asset Management Plan – Written Report**

EGLE,

The purpose of this correspondence is to comply with the requirements set forth in Part I Section A.4b of the subject permit. This correspondence summarizes and provides information relating to Buchanan's Asset Management activities for the coming year and past fiscal year.

The attached documentation will exhibit and achieve the objectives of the Asset Management Program requirements as set forth by the Department and identified in the permit. Following is a description of how the Buchanan WWTP intends to comply with the program requirements and evidence of compliance during the last year.

**4b.1 Staffing levels:**

The Buchanan WWTP employs an adequate staff to carry out the operation, maintenance, repair and testing functions required to ensure compliance with the terms and conditions of the plant's NPDES permit. Two full-time employees perform the operation and maintenance duties under a Superintendent with appropriate licensing for the facility. Buchanan also retains contractors on a consistent basis to assist in the maintenance and repair of plant and collection system equipment. An adequate fund balance is maintained to allow for retaining such contractors.

**4b.2 Inspections and maintenance activities conducted and corrective actions taken during the previous year:**

The Buchanan WWTP implements and maintains a Computerized Maintenance Management System (CMMS) relating to the facility's extended aeration process. Scheduled maintenance activities such as greasing, flushing and lubrication functions are tracked and administered through the computerized maintenance management system. Such activities are scheduled on a daily, weekly, monthly, quarterly and annual basis.

**4b.3 Expenditures for collection system maintenance activities, treatment works maintenance activities, corrective actions, and capital improvement during the fiscal year.**

The Buchanan Wastewater and Sewer Department incurred total operating and maintenance expenditures of approximately \$821,844 (unaudited) during FY 2023-24. Capital expenditures totaled approximately \$165,000 (unaudited). Please note the fiscal year ending June 30, 2024 finances have yet to be finalized. Major capital improvements are scheduled in the coming year for water and sewer infrastructure projects totaling approximately \$17 million. Engineering expenditures for the sanitary sewer portion of the project were approximately \$75,000 in FY 2023-24.

**4b.4 A summary of assets/areas identified for inspection/action (including capital improvements) in the upcoming year.**

The City of Buchanan will embark upon a \$17M infrastructure upgrade this year including replacement of the 18” interceptor influent sewer line to the Wastewater Treatment Plant. Also included in the work is a significant amount of water and sewer lines to be replaced in the downtown district and adjacent areas.

**4b.5 A maintenance budget and capital improvement budget for the upcoming year that takes into account implementation of an effective Asset Management Program that meets the five (5) core elements.**

The City of Buchanan’s Water & Sewer Annual Operating, Maintenance and Capital Improvement Budget will be utilized to achieve this objective. The Budget is attached along with the City’s 10-Year Capital Improvement Plan.

**4b.6 An updated asset inventory based upon original submission.**

Attached documents providing tabulations of the City’s wastewater plant building and equipment assets along with critical sewer lines. Also attached is the Asset and Depreciation Schedule for FY 2023 relating to water and sewer assets.

**4b.7 An updated OM&R with updated rate schedule.**

The City’s Water & Sewer Annual Operating, Maintenance and Capital Improvement Budget document is included with this report. The City’s current rate schedule for FY 2024-25 is attached as well along with the Sewer System Cash Flow Analysis. In determining rate sufficiency, the City retained the services of Baker Tilly Municipal Advisors to assist. The evaluation considers capital improvement needs identified in the 10-year Capital Plan (attached).

The above entails the City of Buchanan’s Wastewater / Sewer System Asset Management Report due August 1, 2024. If you should have any questions or comments, please contact me.

Sincerely,



Timothy J. Lynch  
City Manager and WWTP Superintendent