



## AGENDA ITEM MEMORANDUM

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DATE: 6/2/2025

TO: Public Works Committee

FROM: Jordan Skiff, Wastewater Superintendent

SUBJECT: Resolution 41-25-26 – A resolution informing the Wisconsin Department of Natural Resources that the 2024 Compliance Maintenance Annual Report has been reviewed.

### ISSUE

Should the Public Works Committee recommend approval informing the Wisconsin Department of Natural Resources that the 2024 Compliance Maintenance Annual Report has been reviewed?

### STAFF RECOMMENDATION

Staff recommends approval.

### BACKGROUND/DISCUSSION

The CMAR is required by the Wisconsin DNR to be completed and submitted each year. This submittal is for the calendar year 2024. The report tracks information from the Wastewater Treatment Plant (WWTP) regarding wastewater volume and metrics like nitrogen, phosphorus, biological oxygen demand (BOD) and total suspended solids (TSS) removal. It also confirms our staffing is adequate and properly certified, the wastewater fund is in good standing, and the condition of our collection system (sewer pipes in the street).

While 2024 held plenty of challenges for the WWTP and collection system, none of them led to “points” being assessed, meaning we received a perfect “A” in each category. If lower grades had been received, corrective steps may have been required. With such a good score, any improvements we seek to make are voluntary.

### FUNDING IMPACT

Approving the resolution and CMAR will not cost the wastewater fund anything. Penalties or other DNR action could result if the CMAR is *not* approved in a timely manner.

### IF APPROVED, NEXT STEPS:

Assuming the City Council approves the resolution on June 16th, WWTP staff will submit the final CMAR, including the official signed resolution, completing the submittal before the end of June as required.

DEPARTMENT OF  
PUBLIC WORKS

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