

To: Chairman Board and members of the Public Works Commission  
2025

June 18,

From: Peter Hartz – Water Systems Manager

Re: June 24, 2025, Public Works Commission agenda item

### **Water Systems:**

**Review and take possible action:** - Approve additional work for Applied Technologies to update the Wastewater Facilities Plan with the most recent Department of Administration population numbers for \$35,000.

#### **Background:**

On June 13, 2023, this commission approved hiring Applied Technologies to update the wastewater facilities plan as our previous plan was outdated, and we had a mandate from WDNR to address influent BOD loadings to the wastewater treatment plant as we were noted to be consistently over the design loadings.

On May 14, 2024, with the presentation of the Compliance Maintenance Annual Report, this commission was updated on the progress with our wastewater facilities plan, it was delayed due to the sensitive nature of working with future growth projections from some businesses in the city.

On November 12, 2024, this commission was presented with the Wastewater Facilities Plan and approved moving forward with the presented option D:

- **Option D** – Approve the wastewater facilities plan improvements identified to include all immediate, near, mid- and long-term process needs following the schedule below:

Conduct public hearing – December 2024, Submit Facility Plan to DNR – December 2024, DNR Approval of Facilities Plan – March 2025, Near – Term Improvements, Begin Design – January 2025, Submit Plans and Specifications to the DNR – September 2025, Bidding – November 2025, DNR Approval of Plans and Specifications – December 2025, Submit Clean Water Fund Loan Application – December 2025, Award of Contract – January 2026, Begin Construction – March 2026, Final Completion/Startup of Facilities – May 2027, Mid – Term improvements – January 2028, Long – Term improvements – January 2030

On March 11, 2025, an update regarding the status of the Wastewater Facilities Plan was presented to this commission. The Wisconsin DNR rejected the plan, due to a code technicality with the population projections used to generate mass loading calculations. The city attorney was tasked with providing an opinion at this meeting.

Included with that plan were immediate needs identified to include the UV system upgrade project, a time sensitive project due to the disinfection season of May – October limiting construction and system replacement to November – April. To avoid any delays in the improvements that are planned for the UV system replacement project the wastewater department needs to resubmit the Wastewater Facilities Plan with new mass flow calculations.

At the time of writing this memo I have not received anything from the City Attorney, but we need to move forward one way or another, this is a time sensitive matter.

**Budget Goal:** Aligns with investments and infrastructure planning.

**Financial Impact:** \$35,000 to redo the Facilities Plan prepared and previously submitted by Applied Technologies to the WDNR.

**Recommendation:** Approve additional work for Applied Technologies to update the Wastewater Facilities Plan with the most recent Department of Administration population numbers for \$35,000.

Sincerely,  
Peter Hartz

Water Systems Manager