

To: Chairman Wetzel and members of the Public Works Commission  
From: Peter Hartz – Water Systems Manager  
Re: May 9, 2023, Public Works Commission agenda items

May 2, 2023

### **Water Systems:**

1. Review and approve Enter into agreement with Hydro-Corp Inc., for the industrial and commercial cross-connection control program inspections.

Since 2015, Watertown Water Department has hired Hydrocorp as our inspection group for our required program as identified in Wisconsin Administrative Code NR 810.15. A Cross Connection Control Program is required to have establishments inspected based on the level of hazard related to the public water supply contamination at their own cost. The Watertown Water Department conducts this service at our expense, saving our customers money as it's mutually beneficial since it's our system we wish to have in compliance. This service is not a continuous guarantee and is dependent on available funds. Not all public water systems have a program such as ours in good standing. We wish to continue with Hydrocorp, they have scheduled 214 industrial and commercial customer inspections which include an additional 20 inspections based on repeat visits and final compliance visits for a total of 234 inspections that are part of the 2-year program. These are complicated inspections that involve a complete understanding of the Wisconsin State Plumbing Code in addition to drinking water systems. I recommend approval of the two-year contract. A copy of the resolution is included for review and submission to the City Council pending approval. Fiscal impact – funds are in the approved 2023 budget to support this request.

2. Review and approve Wastewater Utility 2022 Compliance Maintenance Annual Report (CMAR).

Included for review and discussion is a copy of the CMAR report for the calendar year 2022. We had 11 months of influent biological oxygen demand (BOD) concentrations over 90% of the plant design, and 9 months with influent BOD concentrations over 100% of the plant design. The plant effluent discharge to the Rock River was well below the permitted limits for all those months, however, we scored poorly on that section of the annual report due to the high loads at the treatment plant. I recommend contacting the consulting engineer that designed the wastewater plant to review the parameters used to build and size the treatment plant. I recommend forwarding a resolution to the Watertown City Council in support of the report with no further action needed due to the high BOD concentrations in 2022.

3. Review and approve GIS license and maintenance agreement with Environmental Systems Research Institute (ESRI) software support system for the City's geographical information system (GIS) mapping.

The current contract expires on 06/11/2023. We have been using ESRI since the inception of the GIS mapping system dating back to 2014. We wish to avoid glitches so would like to proceed with the license agreement in a new one-year term – renewable on an annual basis. The new term is 06/12/2023 – 06/11/2024 for a total of \$16,610. This mapping system is used by many different city departments; however, the cost has been covered by water, wastewater, and stormwater utilities saving the other departments a few thousand dollars on an annual basis.

Sincerely,  
*Peter Hartz*

Water Systems Manager