



# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Agenda - Final Utilities Committee

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Tuesday, June 8, 2021

5:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

2. Roll call of membership

3. Approval of minutes from previous meeting

[21-0793](#) Approval of the May 25, 2021 Utilities Committee Meeting Minutes.

**Attachments:** [May 25, 2021 Utilities Committee Meeting Minutes.pdf](#)

4. **Public Hearings/Apearances**

5. **Action Items**

[21-0794](#) Approve update to Municipal Code Chapter 20, Article II Water Utility, creating new Section 20-42 Valving.

**Attachments:** [Municipal Code Chapter 20.pdf](#)

[21-0796](#)

Request Approval of the Electronic Compliance Maintenance Annual Report (eCMAR) for 2020 and Request the following Resolution be presented to the Common Council for approval:

Whereas, the City of Appleton manages, operates, and maintains a sewer collection system and wastewater treatment plant; and

Whereas, treatment efforts produce a liquid effluent and a biosolids that are returned to the environment; and

Whereas, the State of Wisconsin evaluates wastewater utilities throughout the State of Wisconsin through an electronic Compliance Maintenance Annual Report (eCMAR); and

Whereas, Appleton received the highest eCMAR score achievable; and

Whereas, the State of Wisconsin requests the Common Council pass a resolution accepting the eCMAR report;

Now, therefore, be it resolved the by the City Council that the City of Appleton:

Article 1. Continue supporting the treatment and maintenance programs at the utility

Article 2. Continue planning efforts that will address and promote long term performance results at the facility.

**Attachments:** [2020 eCMAR UC memo .pdf](#)  
[2020 eCMAR Validated.pdf](#)

## 6. Information Items

[21-0795](#)

Department of Public Works Proposed Operational Changes.

**Attachments:** [DPW Proposed Operational Changes.pdf](#)

## 7. Adjournment

*Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.*

*Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible.*

*For questions on the agenda, contact Chris Shaw at 920-832-5945 or Paula Vandehey at 920-832-6474.*





# City of Appleton

100 North Appleton Street  
Appleton, WI 54911-4799  
www.appleton.org

## Meeting Minutes - Final Utilities Committee

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Tuesday, May 25, 2021

5:00 PM

Council Chambers, 6th Floor

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1. Call meeting to order

*Chairperson Meltzer called the Utilities Committee meeting to order at 5:00 p.m.*

2. Roll call of membership

**Present:** 4 - Meltzer, Smith, Doran and Martin

**Excused:** 1 - Thao

3. Approval of minutes from previous meeting

[21-0698](#)

Approval of the May 11, 2021 Utilities Committee Meeting Minutes.

**Attachments:** [May 11, 2021 Utilities Committee Meeting Minutes.pdf](#)

**Smith moved, seconded by Doran, that the Minutes be approved. Roll Call.  
Motion carried by the following vote:**

**Aye:** 4 - Meltzer, Smith, Doran and Martin

**Excused:** 1 - Thao

4. Public Hearings/Appearances

5. Action Items

[21-0699](#)

Award Unit R-21 Chemical Root Foaming of Sanitary Sewers to Duke's Root Control in an amount not to exceed \$25,000.

**Attachments:** [R-21 Bid Tab.pdf](#)

**Smith moved, seconded by Doran, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Meltzer, Smith, Doran and Martin

**Excused:** 1 - Thao

[21-0701](#)

Award the 2021 Secondary Clarifier Drive Removal, Rebuild, and Reinstallation Contract to Sabel Mechanical in the amount of \$174,302 with a 15% contingency of \$26,145 for a project total not to exceed \$200,447.

**Attachments:** [210519\\_Finance Memo\\_Final Clarifier Rebuild Work.pdf](#)

**Smith moved, seconded by Doran, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Meltzer, Smith, Doran and Martin

**Excused:** 1 - Thao

[21-0700](#)

Award the Sole Source Purchase of Secondary Clarifier Drive Rebuild Parts through Evoqua Water Technologies LLC in the amount of \$105,964.

**Attachments:** [210519\\_Finance Memo\\_Final Clarifier Rebuild Work.pdf](#)

**Smith moved, seconded by Doran, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Meltzer, Smith, Doran and Martin

**Excused:** 1 - Thao

[21-0702](#)

Approve Amendment #1 to McMahon contract for 2021 Solids Dewatering Equipment Upgrades to increase for additional HVAC design and construction management services in the amount of \$27,000 resulting in a decrease to contingency from \$32,587 to \$5,587. Overall contract increased from \$325,872 to \$352,872.

**Attachments:** [utilities memo - Engineering Dewatering Equipment 05-21-21.pdf](#)

**Smith moved, seconded by Doran, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Meltzer, Smith, Doran and Martin

**Excused:** 1 - Thao

[21-0727](#)

Award Organic Recycling Contractor Services to Hsu Growing Supply for an extended one (1) year term ending December 31, 2021.

**Attachments:** [210517\\_UCM\\_HSU\\_contract\\_extension\\_2021.pdf](#)

**Smith moved, seconded by Meltzer, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Meltzer, Smith, Doran and Martin

**Excused:** 1 - Thao

## 6. Information Items

[21-0703](#)

Monthly Reports for April 2021:

- Water Distribution and Meter Team Monthly Report

**Attachments:** [Water Main Breaks April 2021.pdf](#)

*The report was reviewed.*

## 7. Adjournment

**Smith moved, seconded by Doran, that the Utilities Committee meeting be adjourned at 5:11 p.m.. Roll Call. Motion carried by the following vote:**

**Aye:** 4 - Meltzer, Smith, Doran and Martin

**Excused:** 1 - Thao



## MEMO

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*"...meeting community needs...enhancing quality of life."*

**TO:** Utilities Committee

**FROM:** Paula Vandehey, Director of Public Works *PAV*

**DATE:** May 27, 2021

**SUBJECT:** Approve update to Municipal Code Chapter 20, Article II Water Utility, creating new Section 20-42 Valving.

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The Department of Public Works requests approval to create a new Section 20-42 Valving to Municipal Code Chapter 20. The existing Section 20-42 Private Water Wells will become a new Section 20-43. This request is to clarify under what circumstances triple valving will be required for new and redeveloped commercial properties.

*Sec. 20-42 Valving*

*All new and redeveloped commercial properties planning to install a fire service line or combination fire/domestic service line shall be triple valved to provide continuous water supply during a watermain break or other discontinuance of service, unless this requirement is specifically waived in writing by the Director of Public Works.*



*"...meeting community needs...enhancing quality of life."*

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Department of Utilities  
Wastewater Treatment Plant  
2006 E Newberry Street  
Appleton, WI 54915  
920-832-5945 tel.  
920-832-5949 fax

**To:** Chairperson Vered Meltzer and Members of the Utilities Committee

**From:** Ryan Rice, AWWTP Operations Supervisor

**Cc:** Chris Shaw, Director of Utilities  
Paula Vandehey, Director of Public Works  
Dean Gazza, Director of Parks, Recreation and Facilities Management  
Mayor Jacob Woodford

**Date:** June 3, 2021

**Re:** *Request Approval of the electronic Compliance Maintenance Annual Report (eCMAR) for 2020 and Request Action Item be Presented to Common Council for Approval*

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State of Wisconsin Code NR 208 mandates an annual assessment of the wastewater utility. Requirements under NR 208 are enforceable through the facility's Wisconsin Pollutant Discharge Elimination System permit. The 2020 eCMAR is required to be submitted to the Department of Natural Resources (DNR) by June 30, 2021.

After approval from the Utilities Committee and Common Council, the 2020 eCMAR will be submitted to the Wisconsin Department of Natural Resources. Each eCMAR category was letter graded (A, B, C, D, or F) based on regulatory criteria. The categories are then combined, and an overall treatment works grade point average was determined for 2020. Responses are required for categories with grades at or below a "C" or for an overall grade point average less than 3.0.

The overall letter grade for the 2020 eCMAR is an A with a grade point average of 4.0. All the categorical grades for the facility were graded as excellent or A.

Overall, the 2020 Compliance Maintenance Annual Report reflects sound utility planning and operations. I would like to credit the Utilities Committee and Council for continued investment in our wastewater facilities, Wastewater Staff for their work in achieving a fine maintenance and compliance record, the Department of Public Works for collection system



engineering and maintenance, and Facilities Management for maintaining our buildings and grounds.

I recommend approving the 2020 eCMAR in support thereof. If you have any questions concerning the 2020 eCMAR please contact Ryan Rice at 832-2349.

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## Influent Flow and Loading

### 1. Monthly Average Flows and BOD Loadings

1.1 Verify the following monthly flows and BOD loadings to your facility.

Influent No. 701	Influent Monthly Average Flow, MGD	x	Influent Monthly Average BOD Concentration mg/L	x	8.34	=	Influent Monthly Average BOD Loading, lbs/day
January	11.7103	x	163	x	8.34	=	15,919
February	9.6748	x	219	x	8.34	=	17,671
March	20.9706	x	94	x	8.34	=	16,440
April	12.9853	x	110	x	8.34	=	11,859
May	13.9506	x	291	x	8.34	=	33,799
June	12.3037	x	196	x	8.34	=	20,061
July	11.4610	x	237	x	8.34	=	22,606
August	7.6939	x	326	x	8.34	=	20,886
September	8.2907	x	288	x	8.34	=	19,914
October	9.9368	x	357	x	8.34	=	29,544
November	11.0567	x	202	x	8.34	=	18,627
December	8.7223	x	245	x	8.34	=	17,822

### 2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

Design	Design Factor	x	%	=	% of Design
Max Month Design Flow, MGD	24.4	x	90	=	21.96
		x	100	=	24.4
Design BOD, lbs/day	40900	x	90	=	36810
		x	100	=	40900

2.2 Verify the number of times the flow and BOD exceeded 90% or 100% of design, points earned, and score:

	Months of Influent	Number of times flow was greater than 90% of	Number of times flow was greater than 100% of	Number of times BOD was greater than 90% of design	Number of times BOD was greater than 100% of design
January	1	0	0	0	0
February	1	0	0	0	0
March	1	0	0	0	0
April	1	0	0	0	0
May	1	0	0	0	0
June	1	0	0	0	0
July	1	0	0	0	0
August	1	0	0	0	0
September	1	0	0	0	0
October	1	0	0	0	0
November	1	0	0	0	0
December	1	0	0	0	0
Points per each		2	1	3	2
Exceedances		0	0	0	0
Points		0	0	0	0
<b>Total Number of Points</b>					<b>0</b>

0

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 2020

## 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:

Infractions occurred that exceeded the industrial limits for pH, copper, and zinc. All industries demonstrated a return to compliance for these infractions. The AWWTP did not experience an upset as a result of the discharges.

## 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 type="radio"/> Yes           |
| <input type="radio"/> No             | <input type="radio"/> No             | <input checked="" type="radio"/> No |

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

Septic Tanks  
 Yes  gallons

No

Holding Tanks  
 Yes  gallons

No

Grease Traps  
 Yes  gallons

No

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

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

<div data-bbox="134 205 1461 258" style="border: 1px solid black; height: 25px; width: 100%;"></div> <p>6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?</p> <ul style="list-style-type: none"><li>● Yes</li><li>○ No</li></ul> <p>If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.</p> <div data-bbox="134 443 1461 588" style="border: 1px solid black; padding: 5px;"><p>AWWTP receives food processing wastes and landfill leachate. All wastes are tested prior to acceptance. Acceptance is based on toxicity and loading potential. Once waste has been screened and approved by AWWTP staff, it is discharged to the headworks or digestion for treatment.</p></div>
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<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## 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. 001	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	25	22.5	8	1	0	0
February	25	22.5	5	1	0	0
March	25	22.5	9	1	0	0
April	25	22.5	6	1	0	0
May	25	22.5	6	1	0	0
June	25	22.5	4	1	0	0
July	25	22.5	4	1	0	0
August	25	22.5	6	1	0	0
September	25	22.5	6	1	0	0
October	25	22.5	6	1	0	0
November	25	22.5	6	1	0	0
December	25	22.5	7	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	0
Points		0	0
<b>Total number of points</b>			<b>0</b>

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?

### 2. Flow Meter Calibration

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

Yes Enter last calibration date (MM/DD/YYYY)

No

If No, please explain:

Our effluent outfall wasn't designed for installation of a flowmeter. Influent flow is used in place of an effluent flowmeter.

### 3. Treatment Problems

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

None

### 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?

Yes

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

<p><input type="radio"/> No</p> <p>If Yes, please explain:</p> <div style="border: 1px solid black; padding: 2px;">Residual chlorine limit was exceeded on June 29, 2020.</div> <p>4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <div style="border: 1px solid black; height: 20px;"></div> <p>4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input checked="" type="radio"/> N/A</p> <p>Please explain unless not applicable:</p> <div style="border: 1px solid black; height: 20px;"></div>
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<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## 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. 001	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	30	27	3	1	0	0
February	30	27	3	1	0	0
March	30	27	3	1	0	0
April	30	27	2	1	0	0
May	30	27	3	1	0	0
June	30	27	2	1	0	0
July	30	27	2	1	0	0
August	30	27	3	1	0	0
September	30	27	3	1	0	0
October	30	27	3	1	0	0
November	30	27	3	1	0	0
December	30	27	5	1	0	0

\* Equals limit if limit is <= 10

Months of Discharge/yr	12		
<b>Points per each exceedance with 12 months of discharge:</b>	<b>7</b>	<b>3</b>	
Exceedances	0	0	
Points	0	0	
<b>Total Number of Points</b>		<b>0</b>	

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?

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## Effluent Quality and Plant Performance (Ammonia - NH3)

### 1. Effluent Ammonia Results

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

Outfall No. 001	Monthly Average NH3 Limit (mg/L)	Weekly Average NH3 Limit (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January	10		4.411290	323 0					
February	10		7.530344	828 0					
March	10		5.453548	387 0					
April	11		4.514666	667 0					
May	11		4.333548	387 0					
June	4.4		1.727333	333 0					
July	4.4		.7377419	35 0					
August	4.4		1.145483	871 0					
September	4.4		.8093333	33 0					
October	18		.8832258	06 0					
November	18		.586	0					
December	18		3.964193	548 0					
Points per each exceedance of Monthly average:									10
Exceedances, Monthly:									0
Points:									0
Points per each exceedance of weekly average (when there is no monthly average):									2.5
Exceedances, Weekly:									0
Points:									0
<b>Total Number of Points</b>									<b>0</b>

0

NOTE: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to determine exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to determine exceedances and generate points.

1.2 If any violations occurred, what action was taken to regain compliance?

<b>Total Points Generated</b>	<b>0</b>
<b>Score (100 - Total Points Generated)</b>	<b>100</b>
<b>Section Grade</b>	<b>A</b>



# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## 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. 001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
January	1	0.107	1	0
February	1	0.110	1	0
March	1	0.105	1	0
April	1	0.110	1	0
May	1	0.162	1	0
June	1	0.165	1	0
July	1	0.247	1	0
August	1	0.298	1	0
September	1	0.338	1	0
October	1	0.305	1	0
November	1	0.193	1	0
December	1	0.279	1	0
Months of Discharge/yr			12	
<b>Points per each exceedance with 12 months of discharge:</b>				<b>10</b>
Exceedances				0
<b>Total Number of Points</b>				<b>0</b>

0

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?

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## 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:

Utilized the Appleton Composting Facility

### 2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

14581.10 acres

2.1.2 How many acres did you use?

953 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. 010 - Biosolids- Compost Class A

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									1.5		1.65			0	0
Cadmium		39	85									<.419		<.447			0	0
Copper		1500	4300									35.8		46.7			0	0
Lead		300	840									9.11		10.5			0	0
Mercury		17	57									<.495		<.528			0	0
Molybdenum	60		75									1.81		1.79	0			0
Nickel	336		420									8.15		8.28	0			0
Selenium	80		100									<.975		<1.04	0			0
Zinc		2800	7500									96.8		121			0	0

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## Outfall No. 003 - Cake Sludge

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	<9.08		<9.37		<8.28		2.26		<1.86		<1.68			0	0
Cadmium		39	85	<.427		<.441		<.39		.0922		<.044		.159			0	0
Copper		1500	4300	74.2		70.9		75.9		64.8		47		95			0	0
Lead		300	840	5.31		<3.65		6.14		4.51		<.601		4.16			0	0
Mercury		17	57	<.119		.131		<.103		.102		.157		.19			0	0
Molybdenum	60		75	3.68		2.68		3.69		3.4		4.91		4.92		0		0
Nickel	336		420	14.6		12.1		12.8		15.4		15		16		0		0
Selenium	80		100	<8.01		<8.27		<7.31		<1.54		<1.638		1.7		0		0
Zinc		2800	7500	151		157		148		130		116		133			0	0

## Outfall No. 009 - Biosolids- Compost Class B

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														0	0
Cadmium		39	85														0	0
Copper		1500	4300														0	0
Lead		300	840														0	0
Mercury		17	57														0	0
Molybdenum	60		75													0		0
Nickel	336		420													0		0
Selenium	80		100													0		0
Zinc		2800	7500														0	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)
- 1-2 (10 Points)
- > 2 (15 Points)

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loading at each land application site? (check applicable box)

- Yes
- No (10 points)
- N/A - Did not exceed limits or no HQ limit applies (0 points)
- N/A - Did not land apply biosolids until limit was met (0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedence Points

- 0 (0 Points)
- 1 (10 Points)
- > 1 (15 Points)

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes (20 Points)
- No (0 Points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?

## 4. Pathogen Control (per outfall):

4.1 Verify the following information. If any information is incorrect, use the Report Issue button under the Options header in the left-side menu.

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

Outfall Number:	<b>003</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	01/01/2020 - 02/29/2020
Density:	8,229
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion with a 38-day HRT as verified by the Van Kleeck Method

Outfall Number:	<b>003</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	03/01/2020 - 04/30/2020
Density:	4,752
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion with a 38-day HRT as verified by the Van Kleeck Method

Outfall Number:	<b>003</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	05/01/2020 - 06/30/2020
Density:	10,153
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion with a 38-day HRT as verified by the Van Kleeck Method

Outfall Number:	<b>003</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2020 - 08/31/2020
Density:	10,153
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion with a 38-day HRT as verified by the Van Kleeck Method

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

Outfall Number:	<b>003</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	09/01/2020 - 10/31/2020
Density:	15,997
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion with a 38-day HRT as verified by the Van Kleeck Method

Outfall Number:	<b>003</b>
Biosolids Class:	B
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	11/01/2020 - 12/31/2020
Density:	8,908
Sample Concentration Amount:	CFU/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic digestion with a 38-day HRT as verified by the Van Kleeck Method

Outfall Number:	<b>010</b>
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	07/01/2020 - 09/30/2020
Density:	500
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Composting
Process Description:	The composting material maintained a temperature of 55° C or higher for 15 days or longer. During this period, a minimum of 5 windrow turns occurred

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

Outfall Number:	<b>010</b>
Biosolids Class:	A
Bacteria Type and Limit:	Fecal Coliform
Sample Dates:	10/01/2020 - 12/31/2020
Density:	0
Sample Concentration Amount:	MPN/G TS
Requirement Met:	Yes
Land Applied:	Yes
Process:	Composting
Process Description:	The composting material maintained a temperature of 55° C or higher for 15 days or longer. During this period, a minimum of 5 windrow turns occurred

0

4.2 If exceeded Class B limit or did not meet the process criteria at the time of land application.

4.2.1 Was the limit exceeded or the process criteria not met at the time of land application?

Yes (40 Points)

No

If yes, what action was taken?

5. Vector Attraction Reduction (per outfall):

5.1 Verify the following information. If any of the information is incorrect, use the Report Issue button under the Options header in the left-side menu.

Outfall Number:	<b>003</b>
Method Date:	01/13/2020
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	No
Limit (if applicable):	>= 38
Results (if applicable):	53.60

Outfall Number:	<b>003</b>
Method Date:	03/09/2020
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	51.20

Outfall Number:	<b>003</b>
Method Date:	05/19/2020
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	40.50

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

Outfall Number:	<b>003</b>
Method Date:	07/13/2020
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	44.60

Outfall Number:	<b>003</b>
Method Date:	09/15/2020
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	40.70

Outfall Number:	<b>003</b>
Method Date:	11/10/2020
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>= 38
Results (if applicable):	42.60

Outfall Number:	<b>010</b>
Method Date:	09/30/2020
Option Used To Satisfy Requirement:	Aerobic Composting Process
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

Outfall Number:	<b>010</b>
Method Date:	12/31/2020
Option Used To Satisfy Requirement:	Aerobic Composting Process
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	
Results (if applicable):	

5.2 Was the limit exceeded or the process criteria not met at the time of land application?

Yes (40 Points)

No

If yes, what action was taken?

6. Biosolids Storage

0

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

<p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <ul style="list-style-type: none"> <li><input checked="" type="radio"/> <math>\geq</math> 180 days (0 Points)</li> <li><input type="radio"/> 150 - 179 days (10 Points)</li> <li><input type="radio"/> 120 - 149 days (20 Points)</li> <li><input type="radio"/> 90 - 119 days (30 Points)</li> <li><input type="radio"/> <math>&lt;</math> 90 days (40 Points)</li> <li><input type="radio"/> N/A (0 Points)</li> </ul> <p>6.2 If you checked N/A above, explain why.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	0
<p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <div style="border: 1px solid black; padding: 2px;">None</div>	

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>



# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## Staffing and Preventative Maintenance (All Treatment Plants)

<p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none"><li>● Yes</li><li>○ No</li></ul> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none"><li>● Yes</li><li>○ No</li></ul> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	
<p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none"><li>● Yes (Continue with question 2) <input type="checkbox"/><input type="checkbox"/></li><li>○ No (40 points) <input type="checkbox"/><input type="checkbox"/></li></ul> <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none"><li>● Yes</li><li>○ No (10 points)</li></ul> <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none"><li>● Yes<ul style="list-style-type: none"><li>○ Paper file system</li><li>○ Computer system</li><li>● Both paper and computer system</li></ul></li><li>○ No (10 points)</li></ul>	<b>0</b>
<p>3. O&amp;M Manual</p> <p>3.1 Does your plant have a detailed O&amp;M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none"><li>● Yes</li><li>○ No</li></ul>	
<p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none"><li>○ Excellent</li><li>● Very good</li><li>○ Good</li><li>○ Fair</li><li>○ Poor</li></ul> <p>Describe your rating:</p>	

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

Operations/maintenance staff are knowledgeable and dedicated to repairing immediate needs, while also planning ahead for future maintenance and capital improvement projects.
---

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## Operator Certification and Education

### 1. Operator-In-Charge

1.1 Did you have a designated operator-in-charge during the report year?

- Yes (0 points)
- No (20 points)

Name:

RYAN RICE

Certification No:

35598

0

### 2. Certification Requirements

2.1 In accordance with Chapter NR 114.56 and 114.57, Wisconsin Administrative Code, what level and subclass(es) were required for the operator-in-charge (OIC) to operate the wastewater treatment plant and what level and subclass(es) were held by the operator-in-charge?

Sub Class	SubClass Description	WWTP		OIC	
		Advanced	OIT	Basic	Advanced
A1	Suspended Growth Processes	X			X
A2	Attached Growth Processes				
A3	Recirculating Media Filters				
A4	Ponds, Lagoons and Natural				
A5	Anaerobic Treatment Of Liquid				
B	Solids Separation	X			X
C	Biological Solids/Sludges	X			X
P	Total Phosphorus	X			X
N	Total Nitrogen				
D	Disinfection	X			X
L	Laboratory	X			X
U	Unique Treatment Systems				
SS	Sanitary Sewage Collection	X	NA	X	NA

0

2.2 Was the operator-in-charge certified at the appropriate level and subclass(es) to operate this plant? (Note: Certification in subclass SS is required 5 years after permit reissuance and is basic level only.)

- Yes (0 points)
- No (20 points)

### 3. Succession Planning

3.1 In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation and maintenance of the plant that includes one or more of the following options (check all that apply)?

- One or more additional certified operators on staff
- An arrangement with another certified operator
- An arrangement with another community with a certified operator
- An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year
- A consultant to serve as your certified operator
- None of the above (20 points)

If "None of the above" is selected, please explain:

0

### 4. Continuing Education Credits

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?

OIT and Basic Certification:

- Averaging 6 or more CECs per year.
- Averaging less than 6 CECs per year.

Advanced Certification:

- Averaging 8 or more CECs per year.
- Averaging less than 8 CECs per year.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## Financial Management

1. Provider of Financial Information Name: <input type="text" value="Kelli Rindt"/> Telephone: <input type="text" value="920-832-6316"/> (XXX) XXX-XXXX E-Mail Address (optional): <input type="text" value="kelli.rindt@appleton.org"/>		
2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? ● Yes (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ No (40 points) If No, please explain: <input type="text"/> 2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input type="text" value="2020"/> ● 0-2 years ago (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> <input type="checkbox"/> ○ N/A (private facility) 2.3 Did you have a special account (e.g., CFWP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? ● Yes (0 points) ○ No (40 points)		<b>0</b>
REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]		
3. Equipment Replacement Funds 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input type="text" value="2020"/> ● 1-2 years ago (0 points) <input type="checkbox"/> <input type="checkbox"/> ○ 3 or more years ago (20 points) <input type="checkbox"/> <input type="checkbox"/> ○ N/A If N/A, please explain: <input type="text"/>		
3.2 Equipment Replacement Fund Activity		
<b>3.2.1 Ending Balance Reported on Last Year's CMAR</b>	\$ <input type="text" value="3,823,901.14"/>	
3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	\$ <input type="text" value="0.00"/>	
3.2.3 Adjusted January 1st Beginning Balance	\$ <input type="text" value="3,823,901.14"/>	
3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	\$ <input type="text" value="170,007.21"/>	
	+	

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below\*) -

\$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 3,993,908.35

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

None

3.3 What amount should be in your Replacement Fund?

\$ 2,511,303.00

0

Please note: If you had a CFWP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

- Yes
- No

If No, please explain.

## 4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

- Yes - If Yes, please provide major project information, if not already listed below.
- No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Sludge Storage Improvements	8000000	2023
2	Receiving Station Improvements	330000	2021
3	Belt filter press upgrades	5550000	2021
4	Multi-Year Electrical Equipment Upgrade	5314097	2021
5	Multi-year HVAC Upgrades	3363057	2021
6	PLC & SCADA Upgrades	60000	2021
7	Marshall Heights Lift Station Improvements	200000	2022
8	Process Improvements - (Filtrate tank/piping, RAS pumps, WGB, Blended Sludge HEX, Effluent Pumps, Primary Clarifier Drives)	3170269	2021
9	Multi-year Lighting Upgrades	275000	2021
10	Roof Replacements	400000	2023
11	Multi-Year Driveway and Walkway Replacements	792790	2020
12	Glacier Ridge Lift Station	400000	2023
13	Summer St Lift Station	400000	2024
14	Secondary Clarifier Drive Replacements	750000	2021

## 5. Financial Management General Comments

None

## ENERGY EFFICIENCY AND USE

## 6. Collection System

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## 6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

### COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations:

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
<b>January</b>	117,667	220
<b>February</b>	32,265	170
<b>March</b>	28,539	104
<b>April</b>	21,723	32
<b>May</b>	19,423	
<b>June</b>	18,062	2
<b>July</b>	14,016	6
<b>August</b>	12,644	4
<b>September</b>	14,041	14
<b>October</b>	16,052	98
<b>November</b>	17,557	229
<b>December</b>	19,931	412
<b>Total</b>	<b>331,920</b>	<b>1,291</b>
<b>Average</b>	<b>27,660</b>	<b>117</b>

### 6.1.2 Comments:

January 2020 kilowatt hours due to Midway Road lift station construction and electrical meter change out.

## 6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- Comminution or Screening
- Extended Shaft Pumps
- Flow Metering and Recording
- Pneumatic Pumping
- SCADA System
- Self-Priming Pumps
- Submersible Pumps
- Variable Speed Drives
- Other:

### 6.2.2 Comments:

None

6.3 Has an Energy Study been performed for your pump/lift stations?

No

Yes

Year:

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

By Whom:

Donohue & Associates, McMahon Engineers

Describe and Comment:

In the last five years the following lift stations have been reviewed and new designs, some including new energy efficient pumps, VFDs, etc., have been completed through construction projects: Briarcliff LS, Midways Rd LS, Spartan Dr LS, and Scarlet Oak LS. Maintaining a lift station inventory that is energy efficient is a City of Appleton objective.

## 6.4 Future Energy Related Equipment

6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?

Future lift station pump and motor upgrades will replace less efficient equipment with more energy efficient pumps and motors.

## 7. Treatment Facility

### 7.1 Energy Usage

7.1.1 Enter the monthly energy usage from the different energy sources:

#### TREATMENT PLANT: Total Power Consumed/Month

	Electricity Consumed (kWh)	Total Influent Flow (MG)	Electricity Consumed/Flow (kWh/MG)	Total Influent BOD (1000 lbs)	Electricity Consumed/Total Influent BOD (kWh/1000lbs)	Natural Gas Consumed (therms)
January	901,928	363.02	2,485	493.49	1,828	7,662
February	797,095	280.57	2,841	512.46	1,555	5,822
March	854,326	650.09	1,314	509.64	1,676	6,237
April	793,181	389.56	2,036	355.77	2,229	1,297
May	816,666	432.47	1,888	1,047.77	779	2,024
June	824,029	369.11	2,232	601.83	1,369	6,294
July	923,561	355.29	2,599	700.79	1,318	42
August	832,627	238.51	3,491	647.47	1,286	934
September	836,757	248.72	3,364	597.42	1,401	1,663
October	903,940	308.04	2,934	915.86	987	3,116
November	764,157	331.70	2,304	558.81	1,367	3,454
December	1,808,538	270.39	6,689	552.48	3,273	7,447
<b>Total</b>	<b>11,056,805</b>	<b>4,237.47</b>		<b>7,493.79</b>		<b>45,992</b>
<b>Average</b>	<b>921,400</b>	<b>353.12</b>	<b>2,848</b>	<b>624.48</b>	<b>1,589</b>	<b>3,833</b>

7.1.2 Comments:

December 2020 kilowatt hours is two months of use, due to WE Energies change of billing software.

Biogas boiler and compression system start up in 4th quarter 2019, which dramatically reduced our natural gas consumption.

## 7.2 Energy Related Processes and Equipment

7.2.1 Indicate equipment and practices utilized at your treatment facility (Check all that apply):

Aerobic Digestion



# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 2020

- Anaerobic Digestion
- Biological Phosphorus Removal
- Coarse Bubble Diffusers
- Dissolved O2 Monitoring and Aeration Control
- Effluent Pumping
- Fine Bubble Diffusers
- Influent Pumping
- Mechanical Sludge Processing
- Nitrification
- SCADA System
- UV Disinfection
- Variable Speed Drives
- Other:

## 7.2.2 Comments:

Effluent pumping is an as-needed process dependent on WWTP inflow and river levels.

## 7.3 Future Energy Related Equipment

7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?

Equipment replacement with energy efficient pumps and motors as well as optimization of process controls.  
Biogas boiler heating system optimization to increase biogas utilization and heating system efficiency.

## 8. Biogas Generation

8.1 Do you generate/produce biogas at your facility?

No

Yes

If Yes, how is the biogas used (Check all that apply):

- Flared Off
- Building Heat
- Process Heat
- Generate Electricity
- Other:

## 9. Energy Efficiency Study

9.1 Has an Energy Study been performed for your treatment facility?

No

Yes

Entire facility

Year:

2004

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

By Whom: <input type="text" value="Joe Cantwell - Focus on Energy"/>
Describe and Comment: <input type="text" value="Every project has an energy component. The City reviews projects by completing a conditions assessment followed by a review of alternatives. The City chooses the alternative with the least overall project cost (operating and capital). A number of projects resulted in decreased energy usage. A project was completed in 2019 to install a third biogas boiler. This boiler provides heat to the half of the plant not heated by two previously installed boilers."/>
<input type="checkbox"/> Part of the facility
Year: <input type="text"/>
By Whom: <input type="text"/>
Describe and Comment: <input type="text"/>

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## Sanitary Sewer Collection Systems

### 1. Capacity, Management, Operation, and Maintenance (CMOM) Program

#### 1.1 Do you have a CMOM program that is being implemented?

- Yes
- No

If No, explain:

#### 1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

- Yes
- No (30 points)
- N/A

If No or N/A, explain:

#### 1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

- Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

##### Major Goals:

Reconstruction is performed based on existing condition and expected useful life of sanitary sewer infrastructure. Budget constraints limit the amount of sewer infrastructure that can be replaced annually to an amount less than which meets our reconstruction criteria. In 2020, \$3,770,000 was budgeted for sewer reconstruction and \$940,000 was budgeted for maintenance.

Specific 2020 goals included: System cleaning: 55%; Defects to correct: 20; televising & root control: 12%; Spot repairs: 22; Trouble call responses: 25; Blockages removed: 2; Cross-connections identified: 50; Protruding taps removed: 5; General reduction in I/I through clear water inspection program. These goals are consistent with the 2020 budget for the collection system.

Did you accomplish them?

- Yes
- No

If No, explain:

- Organization [NR 210.23 (4) (b)]

Does this chapter of your CMOM include:

- Organizational structure and positions (eg. organizational chart and position descriptions)
- Internal and external lines of communication responsibilities
- Person(s) responsible for reporting overflow events to the department and the public

- Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Sewer Use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2020-11-03

Does your sewer use ordinance or other legally binding document address the following:

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

Sewage flows satellite system and large private users are monitored and controlled, as necessary  
 Fat, oil and grease control  
 Enforcement procedures for sewer use non-compliance  
 Operation and Maintenance [NR 210.23 (4) (d)]  
 Does your operation and maintenance program and equipment include the following:  
 Equipment and replacement part inventories  
 Up-to-date sewer system map  
 A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation  
 A description of routine operation and maintenance activities (see question 2 below)  
 Capacity assessment program  
 Basement back assessment and correction  
 Regular O&M training  
 Design and Performance Provisions [NR 210.23 (4) (e)]    
 What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?  
 State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements  
 Construction, Inspection, and Testing  
 Others:

Overflow Emergency Response Plan [NR 210.23 (4) (f)]    
 Does your emergency response capability include:  
 Responsible personnel communication procedures  
 Response order, timing and clean-up  
 Public notification protocols  
 Training  
 Emergency operation protocols and implementation procedures  
 Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]    
 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	56.4	% of system/year
Root removal	0.0	% of system/year
Flow monitoring	1.8	% of system/year
Smoke testing	0.0	% of system/year
Sewer line televising	14.1	% of system/year
Manhole inspections	13.8	% of system/year

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

Lift station O&M	<input type="text" value="12"/>	# per L.S./year
Manhole rehabilitation	<input type="text" value=".89"/>	% of manholes rehabbed
Mainline rehabilitation	<input type="text" value=".64"/>	% of sewer lines rehabbed
Private sewer inspections	<input type="text" value=".25"/>	% of system/year
Private sewer I/I removal	<input type="text" value="0.0"/>	% of private services
River or water crossings	<input type="text" value="0.0"/>	% of pipe crossings evaluated or maintained
Please include additional comments about your sanitary sewer collection system below:		
<input type="text" value="None"/>		

### 3. Performance Indicators

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

<input type="text" value="42.0"/>	Total actual amount of precipitation last year in inches
<input type="text" value="32"/>	Annual average precipitation (for your location)
<input type="text" value="327"/>	Miles of sanitary sewer
<input type="text" value="13"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="2"/>	Number of sewer pipe failures
<input type="text" value="43"/>	Number of basement backup occurrences
<input type="text" value="43"/>	Number of complaints
<input type="text" value="11.6"/>	Average daily flow in MGD (if available)
<input type="text" value="21.0"/>	Peak monthly flow in MGD (if available)
<input type="text" value="46.3"/>	Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

<input type="text" value="0.00"/>	Lift station failures (failures/year)
<input type="text" value="0.01"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.00"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.13"/>	Basement backups (number/sewer mile)
<input type="text" value="0.13"/>	Complaints (number/sewer mile)
<input type="text" value="1.8"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="4.0"/>	Peaking factor ratio (Peak Hourly:Annual Daily Avg)

### 4. Overflows

#### LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED \*\*

Date	Location	Cause	Estimated Volume
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)

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

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

- Yes
- No

If Yes, please describe:

Rain events combined with spring snow melt runoff resulted in higher than normal flows in the month of March.

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:

5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:

None

5.4 What is being done to address infiltration/inflow in your collection system?

The following activities are being performed to address inflow/infiltration:

- a. 850 manhole inspections
- b. 55 manholes rehabilitated
- c. 46 miles of sanitary mains televised
- d. 2.10 miles of sewer pipe rehabilitated
- e. 62 sanitary manhole seals installed
- f. 293 laterals replaced
- g. 60 basement inspections in conjunction with plumbing inspections and waster meter maintenance, to identify and eliminate illegal clear water connections to the sanitary system. This number is lower than typical due to COVID restrictions throughout 2020. No violations were found and corrected.

<b>Total Points Generated</b>	0
<b>Score (100 - Total Points Generated)</b>	100
<b>Section Grade</b>	<b>A</b>

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 **2020**

## Grading Summary

WPDES No: 0023221

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	A	4	3	12
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Ammonia	A	4	5	20
Phosphorus	A	4	3	12
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
<b>TOTALS</b>			<b>37</b>	<b>148</b>
<b>GRADE POINT AVERAGE (GPA) = 4.00</b>				

### 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)

# Compliance Maintenance Annual Report

Appleton Wastewater Treatment Facility

Last Updated: Reporting For:  
6/3/2021 2020

## Resolution or Owner's Statement

Name of Governing  
Body or Owner:

Date of Resolution or  
Action Taken:

Resolution Number:

Date of Submittal:

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):**

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

### **ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS**

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

**G.P.A. = 4.00**





*"...meeting community needs...enhancing quality of life."*

## MEMO

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**TO:** Municipal Services Committee  
Utilities Committee

**FROM:** Paula Vandehey, Director of Public Works  
Nate Loper, Deputy Director - Operations

**DATE:** June 1, 2021

**SUBJECT:** Department of Public Works Proposed Operational Changes

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### BACKGROUND

The Public Works Department is recommending several operational changes to help meet DNR regulations, match customer expectations, address the loss of reliable contracted services, improve employee safety, and meet our operational goals. All of the changes outlined below work in conjunction with each other and line up well for implementation in 2022. It is important to understand that these recommendations cannot be successfully implemented individually, or in part, but instead need to be implemented as a package.

### PROPOSED SERVICE CHANGES

#### Leaf Collection

The Department of Public Works is proposing to modify our leaf collection and street sweeping practices to move the needle towards our phosphorus reduction goals. Our current practice of placing and collecting leaves in the street creates an environment where phosphorus rich leachate drains into our storm sewer system and ultimately into our waterways. Too much phosphorus can lead to increased growth of algae which can be harmful to both animals and humans. In addition, our current leaf collection process is not supported by the DNR and therefore, does not provide us credit on our stormwater permit for this program.

We have evaluated several options to reduce our phosphorus load by improving our leaf collection program. Some of the options discussed were requiring our customers to bag their leaves, utilizing vacuum equipment, or requiring property owners to dispose of their own leaves. After much research and internal discussion, we have determined the most efficient, sustainable and customer friendly method of collecting leaves would be using vacuum equipment. Leaves would be placed on the terrace by each residential property owner and collected from the terrace with a remote-controlled leaf vacuum tube. Additional benefits of this process change are as follows:

- Provides a very clean end product on the streets
- Eliminates safety concerns with piles of leaves on the street
- Equipment is expected to be less disruptive than existing equipment
- Equipment does not scrape the roadway surface

As far as equipment needs for this process, we would retrofit 6 of our old automated garbage trucks by adding a vacuum unit to each truck. In addition, we would purchase 2 roll off dumpsters and up to 6 trailer vacuum units. We are recommending phasing this new process over 5 years (2022-2026) to help spread out the financial impact to the Stormwater Utility. Below are the estimated costs to implement this new process:

<u>Year</u>	<u>Equipment Purchases</u>	<u>CEA Payments</u>	<u>Total Cost</u>
2022	\$325,000	\$95,400	\$420,400
2023	\$365,000	\$60,240	\$425,240
2024	\$435,000	\$60,660	\$495,660
2025	\$450,000	\$62,856	\$512,856
2026	\$300,000	\$43,344	\$343,344

### Brush Collection

The downside to using vacuum equipment is the units will only suck up leaves and dry, light plant material. We could continue providing a brush and yard waste collection service, but it will need to be collected separately, by hand, and will require either adding staff and equipment or modifying existing services to free up staff time and equipment.

Our proposal is to enhance our brush and yard waste collection program for our customers by offering this collection monthly from April through November. Each residential customer would have their bagged and/or bundled yard waste (no grass) collected once per month on a week opposite of their recycling collection, and twice in April. This change will provide our customers with an enhanced level of service since we currently only collect brush four weeks during the spring. It will also provide a more consistent workload for our collection crew. Based on the additional changes proposed below, this enhanced service would not increase our budget and would be done with existing staff, if all recommendations in this memo are approved.

### Bulky Item Collection

In order to provide any type of a brush collection service without adding staff, we need to eliminate or modify an existing service. We researched several communities across the State and compared our services to theirs. It appears that we are the only community offering a regular, free bulky item collection. Therefore, we looked at finding a way to align our service level with other municipalities freeing up resources to perform brush collection and winter snow removal.

We are proposing to make a shift from a 12-month, free bulky item collection to a scheduled, paid collection 8 months each year (April through November). Eliminating the bulky item collection during the winter months not only frees up staff for snow and ice services, but also eliminates the most hazardous time of year for staff to provide this service. Each residential property could schedule a collection for up to 5 approved (see attached chart) bulky items at \$10 each, once per month on non-brush collection weeks. We would also propose to add a recycling dumpster at our Glendale Avenue yard site for City residents to utilize for disposing of items that are accepted in their blue cart but do not fit, in addition to the garbage dumpsters that are currently available.

Another reason for making a change to this service is there are several other options for residents to dispose of larger items. Options include paying a mattress or appliance company a small fee to take away an old item when getting a new one delivered, renting a dumpster when remodeling a home or moving out, placing items for sale or “free for the hauling” on social media sites, donating items to the Restore, or hauling items to our yard site or the County Solid Waste facility. If none of these options are favorable to a customer, they can call our office to schedule a bulky item collection with us. Non-compliant items will be removed for a fee, which is being proposed at \$250, to help encourage property

owners to keep their terrace and neighborhood clean and free of garbage. This fee will also help cover part of our costs for removing non-compliant items from the terrace.

	CURRENT	PROPOSED
<b>Revenues</b>		
Move Out Fee	\$ 3,750	\$ -
Appliance Tag Fee	\$ 18,000	\$ 12,000
Non-Compliant Fee	\$ -	\$ 2,500
Bulky Items Fee	\$ -	\$ 16,000
<b>TOTAL Revenue</b>	<b>\$ 21,750</b>	<b>\$ 30,500</b>
<b>Savings</b>		
Truck fuel (Dec-Mar)	\$ -	\$ 8,000
Tipping fees (Dec - Mar)	\$ -	\$ 13,000
<b>TOTAL Savings</b>	<b>\$ -</b>	<b>\$ 21,000</b>
<b>Expenses</b>		
Increase 0.5 FTE to 0.67 FTE	0	\$ 8,800
<b>TOTAL Expenses</b>	<b>\$ -</b>	<b>\$ 8,800</b>
<b>TOTAL</b>	<b>\$ 21,750</b>	<b>\$ 42,700</b>
<b>Overall Annual Savings</b>		<b>\$ 20,950</b>

This change would take effect April 1, 2022 when we start our new brush collection service. The increase in Sanitation FTE is necessary to provide both the 2 rounds of brush and 1 round of bulky item collection in April each year. Please see the comparison chart attachment for services provided by other municipalities and more details related to our recommendation.

#### Sidewalk Snow Removal Insourcing

Our current 5-year sidewalk snow removal contract expires in May 2022. For at least 20 years, we have had the same contractor(s) working for us with no other company submitting a bid for this service. When we went out for bids 4 years ago, our contractor was very forthcoming with us and gave us 5 years notice of their retirement and intent to no longer bid on this contract.

Over the past 4 years, we have been trying to figure out how we can generate interest from more bidders to ensure we have a sustainable, reliable snow removal plan in place for many years to come. After reviewing several options, we have determined fall of 2022 is the ideal time for Public Works to insource this work, after our current contract expires. The timing for this is perfect, if the changes above are approved, since we plan to utilize our brush/bulky item collection crew for some of this snow removal work from December through March.

The current contract utilizes two companies responsible for approximately 18 miles of sidewalk and 175 crosswalk, stairwell, and median locations. This is more work than our existing staff can take on internally, so we are proposing the following changes to our sidewalk snow removal program:

- Eliminate sidewalk contract, for a savings of approximately \$180,000 annually
- Purchase 1 large sidewalk tractor, 2 Tool Cat machines and 4 snow blowers, for \$304,000. Payback on these equipment purchases is 8 years.
- Downtown area will remain status quo. This work will continue to be contracted out and the service levels should remain the same.
- Convert our 2 utility locator positions from 0.67 FTE to 1.0 FTE each. They are currently laid off December through March and going full time will align well with our winter snow removal staffing needs and help with employee attraction and retention.

- Continue maintaining all 18 miles of sidewalks that are currently contracted out
- Reduce the crosswalk locations that the City has been clearing from 175 to approximately 60 by:
  - Continuing to maintain all foot bridges and stairwells
  - Continuing to maintain all median/island and railroad crossings
  - Focusing resources on critical crossing guard locations
    - Educating community that property owners are responsible to maintain the handicap access that abuts their property (current City Municipal Code Section 16-10)
  - Transferring bus shelter responsibility for snow removal back to Valley Transit

	CURRENT	PROPOSED
<b>Revenues</b>		
Snow removal special assessment	\$ 133,000	\$ 133,000
<b>TOTAL Revenue</b>	<b>\$ 133,000</b>	<b>\$ 133,000</b>
<b>Savings</b>		
Contracted services	\$ -	\$ 180,000
<b>TOTAL Savings</b>	<b>\$ -</b>	<b>\$ 180,000</b>
<b>Expenses</b>		
Additional CEA	\$ -	\$ 55,000
Additional Equipment O&M		\$ 27,000
Increase 0.67 FTE to 1.0 FTE	\$ -	\$ 60,000
<b>TOTAL Expenses</b>	<b>\$ -</b>	<b>\$ 142,000</b>
<b>TOTAL</b>	<b>\$ 133,000</b>	<b>\$ 171,000</b>
<b>Overall Annual Savings</b>		<b>\$ 38,000</b>

## SUMMARY

The above outlined plan will help the City of Appleton meet DNR regulations, match customer expectations, address the loss of reliable contracted services, improve employee safety, and meet our operational goals. As a package, the plan has the following customer impacts:

- Reduced phosphorus to our waterways
- Leaf collection from terrace separate from other yardwaste
- Curbside brush collection monthly from May through November and twice in April
- Elimination of free bulky item collection
- More equitable clearing of handicap access ramps across the City
- More reliable, cost-effective snow removal service

**All the budget impacts related to the proposed changes in this memo will be included in our 2022 budget requests. Upon final budget approval in November, we will implement a communication and educational strategy to inform our customers about the changes that will be starting in April, 2022. This communication will include social media, our City website and an updated Public Works Guide that will be released in late March, 2022.**

Attachments

## Municipal Collection Services Comparison Chart

Community	Trash Collector	Method	Curbside Overflow Bagged Trash Policy	Curbside Bulky Item Policy	Items Collected	Items Not Collected	Non-Compliance Collections	Bulky Waste Drop-off Center	Curbside Brush & Yard Waste Collection
Appleton - Current	City	Automated	Yes, \$4.00 disposal sticker must be affixed to each bag taken	Yes, collected bi-weekly on regular garbage day, opposite week of recycling. Fee for appliance collection. No construction or contractor debris.	Large items that don't fit in cart.	Pool tables, pianos, other very heavy items	\$75	Yes	Spring & Fall
Appleton - Proposed	City	Automated	Yes, \$4.00 disposal sticker must be affixed to each bag taken	Monthly, April through November. 5 items max per month. \$10 per item, paid and scheduled in advance.	Typical home furniture, recliner, couch, bed frames, doors (not patio), tables, TV stands, rugs, carpets (cut to 4 feet and bundled), small metal (4 foot or less), tires. Weigh less than 50 pounds.	Appliances, electronics mattresses, sofa sleepers, construction/remodeling/building materials, glass doors, bay windows, hot tubs, pools, trampolines, exercise equipment, basketball hoops, tractor tires.	\$250	Yes. Appliances, metal garbage, tires and recycling accepted.	Monthly, April through November. No grass collected curbside.
DePere	City	Automated	Yes, extra bags taken outside the cart during traditional holiday weeks. Rest of year, \$2.00 overflow tag must be affixed to each bag taken.	Yes, 1 week in June and 1 week in September. Must schedule and pay fee for collection other 50 weeks of the year. Charges vary, minimum \$40 fee.	Furniture, carpet, doors, metal, windows, doors.	Construction materials and debris, freon appliances, bagged trash.	No	Yes	3 times per year: May, July, and October. No fee. Must schedule and pay fee for collection rest of the year. Charges vary, minimum \$40 fee.
Eau Claire	Contractor	Property owner required to contract individually with approved waste hauler	Per individual contract with waste hauler.	Must contact and pay private hauler	Must contact and pay private hauler	Must contact and pay private hauler	Must contact and pay private hauler	No	Yardwaste collected 1 week in May and 1 week in November. 10 bags free, then \$2.50/bag. No brush collected.
Fond du Lac	City	Automated	Bags outside cart are only collected as bulky items for a minimum \$40 fee.	Yes, \$40 minimum charge plus charges for appliances, tires, etc. Extra charges for non-scheduled items.	Appliances, furniture, bagged trash	Tires and freon require additional fee.	No	Yes	Fall only. Small amounts of plant material only. No grass, brush, fruits or vegetables collected.
Grand Chute	Contractor	Automated	No bags outside of cart will be collected.	4 collections per year provided by private hauler.	Furniture, carpet (4' sections), tables.	Appliances, construction materials, bagged trash.	No	No	Brush chipping 1 week in May and September. No grass or yard waste collected.
Green Bay	City	Automated	Yes, up to 4 extra bags taken outside the cart during 4 scheduled weeks per year.	Yes, 2 scheduled weeks per year, 2 CY max. Other 50 weeks of the year, \$80 minimum charge per trip up to \$240.	Furniture (indoor & outdoor), metal objects, etc.	Appliances, construction/remodel materials (including carpet), move out debris	\$240	Yes, 2 drop-off centers. No fee. No construction or contractor debris.	Spring & Fall. No grass collected.
LaCrosse	Contractor	Automated	Yes, must schedule. Fees apply.	Once per year in Spring. 5 items max. Other weeks must contact and pay private hauler.	Furniture, etc.	No appliances or construction materials.	No	No	Contract individually with private hauler, if want the service. Brush collected one week in the spring.
Menasha	City	Automated	Yes, \$1.00 overflow sticker must be affixed to each bag collected	Yes, each residential property gets 5 bulky item tags per year. Additional tags cost \$15 each. Freon appliance collection is \$15.	Large items or bags of trash with stickers.	NA	No	No	Brush collected monthly. Yardwaste collected in the Spring & Fall. Must use paper bags. Grass collected.

## Municipal Collection Services Comparison Chart

City	Automated	No program	Yes, no charge during even numbered months. Residents must contact City to request collection. Dumpster rental or \$105 minimum charge for other months.	Furniture, carpeting, doors, windows.	Appliances, bagged trash.	Dumpster rentals	Yes, \$25 punch card good for 5 items per year.	Brush collected monthly, June through November. Yard wasted collected spring and fall. No grass collected. Must be bagged or bundled.
Neenah		No program	Yes, with scheduled pick-up. \$13 metal items; \$15 large items; \$23 appliances; no electronics. Items without paid sticker will be tagged. Items still not removed will be collected for \$240 fee.	Furniture, carpeting, doors, windows.	Appliances, bagged trash.	\$240 each. Do less than 10 enforcements per year. College City with lots of rentals.	Yes, \$25 punch card good for 5 items per year.	Brush collected monthly, June through November. Yard wasted collected spring and fall. No grass collected. Must be bagged or bundled.
Oshkosh	Automated	Yes, \$10 overflow sticker must be affixed to each bag collected.		Furniture, appliances, metal, carpeting	NA		No	Monthly, April through December. 3" diameter brush or smaller. No grass collected.
Racine	Semi-automated; rear-loader	3 extra bags each week	5 bulky items per collection with a sticker on each.	Items too large to fit in cart.	Construction materials, toilets, cabinets, sinks, counters, windows, doors. No appliances, metal, electronics or tires.	No	Yes	Spring and Fall only. May bring to City yard waste facility year-round.

**Sec. 16-9. Obstructing passage.**

(a) No unauthorized person shall stand, sit, lie, remain or otherwise occupy any street, sidewalk or other public way open for pedestrian or vehicular travel in such a manner as to annoy or molest any pedestrian thereon, or so as to obstruct or unreasonably interfere with the free passage of pedestrians, motor vehicles or other modes of travel. No person shall stand or remain at or near the entrance to any public or private building in such a manner as to annoy persons entering or leaving or passing such entrance. No person shall stand, sit, lie, remain or otherwise occupy any motor vehicle without permission of the owner.

(b) No kiosk, bulletin board or other decorative object shall be placed upon the street right-of-way except upon benches or other seating facilities provided for such purposes by the City.

(c) Sandwich board/temporary signs may be placed in the street right-of-way in conformance with the City of Appleton Sandwich Board/Temporary Sign Policy. (Code 1965, §5.07(1)(d), Ord 164-07, §1, 12-25-07)  
**Cross reference(s)** – Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18

**Sec. 16-10. Snow and ice removal.**

(a) Every person shall, no later than thirty-six (36) hours following cessation of a snowfall, remove all snow and/or ice from the entire width of the sidewalk along the entire perimeter of the premises owned or occupied by him, including any handicap access ramps along the perimeter of the premises; provided that, immediately after the accumulation of ice on such sidewalk, it shall be treated with sand, salt or other substance to prevent it from being slippery. The ice shall continue to be so treated in such a manner as to prevent the ice from being dangerous until it can be removed and shall then be promptly removed. If the owner or occupant of such premises shall fail to remove and keep removed, such snow and ice or to sprinkle a sidewalk as required, the work shall be done under the direction of the Common Council and the expenses thereof made a special tax upon the lot along the entire perimeter of where such work was done.

(b) No person shall remove or cause to be removed any snow or ice from his premises, residence, parking lot, parking area, business property or other area onto any public right-of-way or property. Snow removed from public sidewalks shall not be stored in any manner which will obstruct or limit vehicular or pedestrian vision, movement or access. Snow accumulations on sidewalks and handicap ramps resulting from street snow plowing operations shall be removed by the owner of the abutting premises in accordance with the provisions of this section.

In those instances where insufficient space exists between the sidewalk and street for the storage of all snow removed, it shall be stored on the abutting premises.  
 (Ord 25-17, §1, 3-21-17)

(c) The deposit of any snow or ice upon any sidewalk alley or street of the city contrary to the provisions of this section is a nuisance, and in addition to the penalty provided for violation of this chapter, the City may summarily remove any snow or ice so deposited and cause the cost of the removal to be charged to the owner of the property from which the snow or ice has been removed.  
 (Code 1965, §5.10; Ord 155-10, §1, 10-26-10; Ord 98-13, §1, 11-26-13)

**Cross reference(s)** – Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

**Sec. 16-11. Compliance with City plans and specifications.**

All streets and alleys shall be graded, graveled, paved or improved, all sidewalks shall be constructed or rebuilt, and all underground utilities in public streets, alleys and public grounds, all bridges, and all other public works of any kind whatever shall be built, constructed, erected or completed according to the plans and specifications kept on file in the office of the Director of Public Works. Such work shall be done in a manner and of the materials the specifications prescribe. Said work shall be completed in accordance with the requirements set forth in the City's *Temporary Traffic Control Manual for Street Construction and Maintenance Operations in the City of Appleton*, latest edition.  
 (Code 1965, §5.06; Ord 143-05, §1, 12-13-05)

**Sec. 16-12. Work in public right-of-way – permit.**

(a) **Administrative authority.** Permits shall be issued by the Engineering Division of the Department of Public Works.

(b) **Fee; commencement of work without permit.**

- (1) An established permit fee in the amount which is on file in the Department of Public Works shall be paid for each permit issued under this section. If work is commenced before a permit is obtained and the permit request is denied, the Director of Public Works shall order the work ceased or the condition removed until a permit is obtained, for which the applicant shall pay a fee of four (4) times the established fee.
- (2) If a permit is denied, the Director of Public Works or the Common Council may cause any offending conditions to be removed or