



CITY OF MENOMONIE
COUNCIL MEETING
CITY COUNCIL CHAMBERS
7:00 PM
Monday – June 2, 2025



City of Menomonie
800 Wilson Ave
1st Floor

AGENDA

Pledge of Allegiance

- 1. Roll Call**
- 2. Approval of Minutes**
- 3. Public Comments**
- 4. New Business**
 - a. WisDOT State Municipal Financial Agreement for USH 12 Red Cedar River Bridge Joint Project – discussion and possible action.
 - b. Proposed Resolution 2025-11, Regarding Sewer Utility 2024 Compliance Maintenance Annual Report – discussion and possible action.
- 5. Budget Transfers**
- 6. Mayor's Report**
- 7. Communications and Miscellaneous Business**
- 8. Claims**
- 9. Licenses**
 - a. Normal License list – discussion and possible action.
 - b. 2025-2026 License Renewal list – discussion and possible action.
- 10. Adjourn**

"PUBLIC ACCESS"

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CITY OF MENOMONIE COUNCIL MEETING

STAFF COMMENTS

Monday – June 2, 2025

2. Approval of Minutes

Draft minutes from the City Council Meeting on May 19, 2025 are enclosed. If the Council concurs, the appropriate motion would be ***Approve the Minutes from the May 19, 2025 City Council Meeting*** (simple majority).

4. New Business

- a) Enclosed is the WisDOT State Municipal Financial Agreement for USH 12 Red Cedar River Bridge Joint Project. The state will cover 100% of the construction cost but requires the Municipality to cover 25% of design costs. The City's share will be \$35,000 out of a total project cost of \$490,000. Staff will be available to answer any questions. If the City Council concurs, the appropriate motion would be ***Approve WisDOT State Municipal Financial Agreement for the USH 12 Red Cedar River Bridge Joint Project, as presented*** (Roll Call Vote).
- b) Enclosed is the 2024 Compliance Maintenance Annual Report prepared by the Sewer Utility Superintendent which will be submitted to the DNR and provides the required annual operating information for the treatment facility. As noted in the report, the utility received a grade point of 3.81 out of 4.0 for 2024. Staff will be available to answer any questions. If the Council concurs, the appropriate motion would be ***Approve Resolution 2025-11 regarding the Sewer Utility 2024 Compliance Maintenance Annual Report*** (simple majority).

5. Budget Transfers

As of this writing, no budget transfers have been identified. If any budget transfers are identified, a revised list will be distributed before the meeting. In that case, the appropriate motion would be ***Approve the Revised Budget Transfers, as Presented*** (roll call vote).



CITY OF MENOMONIE COUNCIL MEETING

STAFF COMMENTS

Monday – June 2, 2025

8. Claims

The Claims list is enclosed in the packet. If the City Council supports paying the claims, the appropriate motion would be ***Approve the Claims List, as Presented*** (roll call vote).

If any additional claims are identified, a revised list will be distributed before the meeting. In that case, the appropriate motion would be ***Approve the Revised Claims List as Presented*** (roll call vote).

9. Licenses

- a) The Normal License list is enclosed in the packet. If the City Council supports the issuance of licenses, the appropriate motion would be ***Approve the Normal License List, as presented*** (simple majority).

If any additional license applications are received, a revised list will be distributed before the meeting. In that case, the appropriate motion would be ***Approve the Revised Normal License List, as presented*** (simple majority).

- b) The 2025-2026 License Renewal list is enclosed in the packet. If the City Council supports the renewal of these licenses, the appropriate motion would be ***Approve the 2025-2026 License Renewal List, as presented*** (simple majority).

Please note that additional license renewals will be considered at the June 16, 2025 meeting.

OFFICIAL COUNCIL PROCEEDINGS

A regular meeting of the City Council of the City of Menomonie, Dunn County, Wisconsin, was held in open session on May 19, 2025, and called to order by Mayor Knaack at 7:00 p.m. in the City Council Chambers. The following members were present: Luther, Crowe, Sutherland, Yonko, Pickard, Schwebs, Solberg, Erdman, and Sommerfeld. Gentz and Brennan were absent.

SPECIAL RECOGNITIONS – The Mayor and City Staff recognized Don Betthauser for his 50+ years of financial auditing and annual reporting services to the City of Menomonie.

MOTION made by Erdman, seconded by Sommerfeld, and carried unanimously to approve the minutes of the May 6th, 2025 council meeting.

PUBLIC HEARING – None

PUBLIC COMMENTS – None

MOTION was made by Yonko, seconded by Pickard, and carried unanimously to approve Resolution 2025-09, a Resolution approving the National Incident Management System.

MOTION was made by Pickard, seconded by Yonko, and carried unanimously to approve Resolution 2025-10, a Resolution supporting State of Wisconsin funds be allocated for Wisconsin-related passenger rail corridor studies.

MOTION was made by Erdman, seconded by Crowe, and carried unanimously to approve the Special Event Permits for: Yoga at Wilson Park, Arrive, LLC, Wilson Park on June 3, June 10, June 17, June 24, 2025, contingent upon proof of insurance; Popcorn in the Park, Menomonie Area Senior Center, Wilson Park, June 3, June 10, June 17, June 24, July 1, July 8, July 15, July 22, July 29, August 5, 2025; Harvest Dinner, Menomonie Food Coop, Wilson Park, September 6, 2025.

MOTION was made by Pickard, seconded by Solberg, and carried unanimously to approve the following Mayoral Appointments: Board of Review, Kyle Behrens (1-year term to April 2026); Historic Preservation Commission, Tim Dotseth (3-year term to April 2028), Melissa Kneeland (3-year term to April 2028), and Joshua Kohnke (complete 1-year term to April 2026); Library Board, Laura McCullough (3-year term to June 2028).

BUDGET TRANSFERS – None

MAYOR'S REPORT – Mayor Knaack reported that some trees were removed at the Winter Wonderland due to disease and rot, and new plantings and flowers are being replanted. The Mayor also shared that he attended an event at the Menomonie Airport to show support for the Menomonie victims of the plane crash last month, and it was very well attended.

COMMUNICATIONS AND MISCELLANEOUS BUSINESS – Administrator Atkinson reported that the Farmers Market is up and running on Saturdays and Wednesdays and encouraged folks to attend. Atkinson also shared that a Fourth of July celebration in Wakanda Park is coming back, thanks to Workforce Development, with lots to enjoy, including music, food, and sporting events.

Alderson Yonko shared that UW-Stout is hosting the Polytechnic Summit now through Wednesday, at UW-Stout, with groups of international educators enjoying the amenities of the town.

Alderson Crowe commented on the trash cleanup from campus housing move-out at UW-Stout and that the University is contracting with GFL, a more local provider, with more frequent in-town pickup service. Public Works Director Schofield shared that the city also collaborates with UW-Stout during move-out days, and students with valid IDs can utilize the Community Services Department trash compacting and furniture collection services at campus parking lot 29 at no cost.

Alderson Luther reported that there was a ride for the ATV and UTV clubs this past Saturday, benefiting Randy Smeltzer, a former Dunn County Sheriff Deputy, who recently passed away in a car accident. Luther shared that the clubs were very appreciative of the City opening the streets to them. Attorney Ludeman reminded Council that the ATV/UTV Ordinance will be up for review in September, as the prior motion was for a one-year trial and evaluation.

Public Works Director Schofield reported that the DOT is doing some reconstruction at the intersection of Pine Ave. and Broadway St., removing the median islands on the north and south sides, as they block sightlines, improving safety for vehicles in the left-hand turn lane. The DOT will also be adding medians to Hwy. 12 at the entrances to Walgreens, McDonald's, and Dunham's to prevent left turns in or out of those driveways, due to the number of accidents there in the past 5 years. Schofield also shared that the work on Pine Ave towards Wakanda Park is ending phase one and will be finishing up concrete work this week and pavement soon after; phase two will likely begin once the school year is done.

Alderson Sommerfeld expressed encouragement at the progress made in cleaning up and restoring the Point Comfort bathrooms following the fire. He extended his appreciation to all those involved in the project.

CLAIMS – MOTION was made by Crowe, seconded by Sutherland, and carried unanimously on roll call vote to approve payment of the following claims:

MAY 19, 2025 CLAIMS

BREMER BANK	\$600.00
WELD RILEY	\$14,526.80
EO JOHNSON	\$119.98
WI DEPT OF NATURAL RESOURCES	\$10,801.03
WI DEPT OF NATURAL RESOURCES	\$130.00
TOTAL	\$26,177.81
CITY TREASURER	\$604.40
PARKING TOTAL	\$604.40

MOTION was made by Pickard, seconded by Solberg, and carried unanimously to approve the following licenses:

LICENSES – May 19, 2025

LICENSE YEAR – 2025 (expires December 31, 2025)

MOBILE FOOD ESTABLISHMENT:

Dhimiters, LLC, 1208 Windsor Forest Dr, Altoona, WI 54720

MOTION was made by Crowe, seconded by Luther, and carried unanimously to approve the Premises

Amendment for the existing Class C Wine License of Hive & Hollow, LLC, located at 222 Main Street East for a sidewalk café.

MOTION to adjourn was made by Luther, seconded by Crowe, and carried unanimously.

Chris Johnson, Deputy City Clerk



MEMORANDUM

David Schofield, Director of Public Works
dschofield@menomonie-wi.gov
715-232-2221 Ext.1020

TO: Mayor Knaack & City Council

FROM: David Schofield, Director of Public Works

SUBJECT: WisDOT State Municipal Financial Agreement for USH 12 Red Cedar River Bridge Joint Project

DATE: June 2, 2025 City Council Meeting

WisDOT is planning to replace the bridge joints on the northbound USH 12 Red Cedar River Bridge Structure B-17-0130 (near Menomonie Public Library) in or around 2030.

According to WisDOT policy, the State will cover 100% of the construction cost, but requires the Municipality cover 25% of design costs. In this case, the City's share will be \$35,000 out of the total project cost of \$490,000. A majority of these costs would be incurred in 2026 and will be incorporated into the 2026 Fund 33 budget.

City staff have reviewed the agreement and recommend approval.

If the City Council concurs, the appropriate motion would be ***Approve WisDOT State Municipal Financial Agreement for the USH 12 Red Cedar River Bridge Joint Project, as presented*** (Roll Call Vote).

Attachments:

- Proposed State Municipal Financial Agreement



**STATE/MUNICIPAL FINANCIAL
AGREEMENT FOR A STATE- LET
HIGHWAY PROJECT**

Date: **February 19, 2025**
I.D.: **7600-00-06 (design)**
7600-00-76 (construction)
Road Name: **USH 12**
Title: **Menomonie – Eau Claire**
Limits: **Red Cedar River Bridge B-17-0130**
County: **Dunn**
Roadway Length: **0.459 miles**

The signatory, **City of Menomonie**, hereinafter called the Municipality, through its undersigned duly authorized officers or officials, hereby requests the State of Wisconsin Department of Transportation, hereinafter called the State, to initiate and affect the highway or street improvement hereinafter described.

The authority for the Municipality to enter into this agreement with the State is provided by Section 86.25(1), (2), and (3) of the Statutes.

NEEDS AND ESTIMATE SUMMARY:

Existing Facility - Describe and give reason for request: The existing facility in this project is a connecting highway within the City of Menomonie. The facility is a Connecting Highway on a MAP-21 National Highway System Principal Arterial, State Long Truck, IH 94 Emergency Route. Bridge joint replacement work is required.

Proposed Improvement - Nature of work: The proposed improvement will be joint replacement work on Red Cedar River Bridge structure B-17-0130. Other items to be determined during the project scoping and design process.

Describe non-participating work included in the project and other work necessary to finish the project completely which will be undertaken independently by the municipality: Construction elements to potentially be undertaken by the Municipality have not yet been fully identified.

TABLE 1: SUMMARY OF COSTS

PHASE	Total Est. Project Cost	Federal / State Funds	%	Municipal Funds	%
ID 7600-00-06¹ Preliminary Engineering:					
Plan Development & State Review	\$ 140,000.00	\$ 105,000.00	75%	\$ 35,000.00	25%
ID 7600-00-76² Construction:					
Participating Construction	\$ 350,000.00	\$ 350,000.00	100%	\$ -	0%
Total Est. Cost Distribution	\$ 490,000.00	\$ 455,000.00		\$ 35,000.00	

Costs are estimated in current year dollars. Inflation may occur between the time of this agreement and project letting.

1. In accordance with Department policy for Connecting Highways, the City will contribute 25% of the design costs.
2. Estimates include construction engineering.

This request is subject to the terms and conditions that follow (pages 2 – 4); is made by the undersigned under proper authority to make such request for the designated Municipality, and upon signature by the State and delivery to the Municipality shall constitute agreement between the Municipality and the State. The initiation and accomplishment of the improvement will be subject to the applicable federal and state regulations. No term or provision of neither the State/Municipal Financial Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing executed by both parties to the State/Municipal Financial Agreement.

Signed for and on behalf of the City of Menomonie	
Name	Title
Signature	Date
Signed for and on behalf of the State	
Name	Title
Signature	Date

TERMS AND CONDITIONS:

1. The Municipality shall pay to the State all costs incurred by the State in connection with the improvement which exceeds federal/state financing commitments or are ineligible for federal/state financing. Local participation shall be limited to the items and percentages set forth in the Summary of Costs table, which shows Municipal funding participation. In order to guarantee the Municipality's foregoing agreements to pay the State, the Municipality, through its above duly authorized officers or officials, agrees and authorizes the State to set off and withhold the required reimbursement amount as determined by the State from General Transportation Aids or any moneys otherwise due and payable by the State to the Municipality.
2. Funding of each project phase is subject to inclusion in an approved program and per the State's Facility Development Manual (FDM) standards. Federal aid and/or state transportation fund financing will be limited to participation in the costs of the following items as specified in the Summary of Costs:
 - (a) Design engineering and state review services.
 - (b) Real Estate necessitated for the improvement.
 - (c) Compensable utility adjustment and railroad force work necessitated for the project.
 - (d) The grading, base, pavement, curb and gutter, and structure costs to State standards, excluding the cost of parking areas.
 - (e) Storm sewer mains, culverts, laterals, manholes, inlets, catch basins, and connections for surface water drainage of the improvement; including replacement and/or adjustments of existing storm sewer manhole covers and inlet grates as needed.
 - (f) Construction engineering incidental to inspection and supervision of actual construction work, except for inspection, staking, and testing of sanitary sewer and water main.
 - (g) Signing and pavement marking necessitated for the safe and efficient flow of traffic, including detour routes.
 - (h) Replacement of existing sidewalks necessitated by construction and construction of new sidewalk at the City of Menomonie – Dunn County

time of construction. Sidewalk is considered to be new if it's constructed in a location where it has not existed before.

- (i) Replacement of existing driveways, in kind, necessitated by the project.
 - (j) New installations or alteration resulting from roadway construction of standard State street lighting and traffic signals or devices. Alteration may include salvaging and replacement of existing components.
3. Work necessary to complete the improvement to be financed entirely by the Municipality or other utility or facility owner includes the following items:
- (a) New installations of or alteration of sanitary sewers and connections, water, gas, electric, telephone, telegraph, fire or police alarm facilities, parking meters, and similar utilities.
 - (b) New installation or alteration of signs not necessary for the safe and efficient flow of traffic.
 - (c) Roadway and bridge width in excess of standards.
 - (d) Construction inspection, staking, and material testing and acceptance for construction of sanitary sewer and water main.
 - (e) Provide complete plans, specifications, and estimates for sanitary sewer and water main work. The Municipality assumes full responsibility for the design, installation, inspection, testing, and operation of the sanitary sewer and water system. This relieves the State and all of its employees from the liability for all suits, actions, or claims resulting from the sanitary sewer and water system construction.
 - (f) Parking lane costs.
 - (g) Coordinate, clean up, and fund any hazardous materials encountered during construction. All hazardous material cleanup work shall be performed in accordance to state and federal regulations.
 - (h) Damages to abutting property due to change in street or sidewalk widths, grades, or drainage.
 - (i) Conditioning, if required, and maintenance of detour routes.
 - (j) Repair of damages to roads or streets caused by reason of their use in hauling materials incidental to the improvement.
4. As the work progresses, the Municipality will be billed for work completed which is not chargeable to federal/state funds. Upon completion of the project, a final audit will be made to determine the final division of costs.
5. If the Municipality should withdraw the project, it shall reimburse the State for any costs incurred by the State on behalf of the project.
6. The work will be administered by the State and may include items not eligible for federal/state participation.
7. The Municipality shall, in cooperation with the State, assist with public relations for the project and announcements to the press and such outlets as would generally alert the affected property owners and the community of the nature, extent, and timing of the project and arrangements for handling traffic within and around the project.
8. Basis for local participation:
- (a) ID 7600-00-06 Design: The project within the City of Menomonie is connecting highway. Design costs will be 75% funded with Federal/State funds when the Municipality provides the remaining 25%, based on the Department's policy for connecting highways.
 - (b) ID 7600-00-76 Construction: There is no local cost share for general roadway construction.

Comments and Clarification: This agreement is an active agreement that may need to be amended as the project is designed. It is understood that these amendments may be needed as some issues have not been fully evaluated or resolved. The purpose of this agreement is to specify the local and state involvement in funding the project. A signed agreement is required before the State will prepare or participate in the preparation of detailed designs, acquire right-of-way, or participate in construction of a project that merits local involvement.



MEMORANDUM

David Schofield, Director of Public Works
dschofield@menomonie-wi.gov
715-232-2221 Ext.1020

TO: Mayor Knaack & City Council

FROM: David Schofield, Director of Public Works

SUBJECT: Resolution 2025-11, Compliance Maintenance Annual Report

DATE: June 2, 2025 City Council Meeting

Wisconsin DNR requires that City Council receives and reviews the Sewer Utility's Compliance Maintenance Annual Report ("CMAR").

A copy of the 2024 CMAR is attached hereto which shows an overall Grade Point Average of 3.81. We received "A" grades in all categories except phosphorus in which we earned a "C" grade as shown on page 7 of the report. We will continue to monitor and optimize operation of the reactive sand filters to improve phosphorus removal performance to maintain effluent requirements.

The appropriate motion would be Approve ***Resolution 2025-11 regarding the Sewer Utility 2023 Compliance Maintenance Annual Report*** (simple majority).

Attachments:

- 2024 CMAR
- Resolution 2025-11

Compliance Maintenance Annual Report

Menomonie Wastewater Treatment Facility

Last Updated: Reporting For:

5/28/2025

2024

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	1.3966	x	366	x	8.34	=	4,263
February	1.4368	x	423	x	8.34	=	5,069
March	1.3595	x	450	x	8.34	=	5,102
April	1.5008	x	387	x	8.34	=	4,844
May	1.4939	x	389	x	8.34	=	4,847
June	1.6885	x	301	x	8.34	=	4,239
July	1.5739	x	250	x	8.34	=	3,282
August	1.5492	x	401	x	8.34	=	5,181
September	1.6078	x	459	x	8.34	=	6,155
October	1.5571	x	423	x	8.34	=	5,493
November	1.4616	x	467	x	8.34	=	5,692
December	1.4487	x	563	x	8.34	=	6,802

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	3.308	x	90	=	2.9772
		x	100	=	3.308
		x	100	=	7760
Design BOD, lbs/day	7760	x	90	=	6984
		x	100	=	7760

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
Total Number of Points					0

0

Compliance Maintenance Annual Report

2

Menomonie Wastewater Treatment Facility

Last Updated: Reporting For:
5/28/2025 2024

3. Flow Meter

3.1 Was the influent flow meter calibrated in the last year?

☒ Yes

Enter last calibration date (MM/DD/YYYY)

2024-07-12

☐ 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:

5. Septage Receiving

5.1 Did you have requests to receive septage at your facility?

Septic Tanks

Holding Tanks

Grease Traps

☒ Yes

☒ Yes

☒ Yes

☐ No

☐ No

☐ No

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

Septic Tanks

☒ Yes

2,112,021 gallons

☐ No

Holding Tanks

☒ Yes

951,997 gallons

☐ No

Grease Traps

☒ Yes

18,000 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.

Plant performance is not affected.

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

3

Menomonie Wastewater Treatment Facility

Last Updated: Reporting For:
5/28/2025 **2024**

3M Menomonie had a spill of antifreeze from a boiler in November of 2024 which caused excessive foaming and poor plant treatment during the month of December. This lead to a total phosphorus monthly limit exceedance in December. Meets were held with 3M and steps were taken by 3M to ensure this problem does not reoccur.

6.2 Did your facility accept hauled industrial wastes, landfill leachate, etc.?

☒ Yes

☐ No

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.

We accepted 4,290,223 gallons of leachate from two landfills. Lab analysis and PFAS testing results were requested from both of these.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

4

Menomonie Wastewater Treatment Facility

Last Updated: Reporting For:
5/28/2025 2024

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	4	1	0	0
April	25	22.5	3	1	0	0
May	25	22.5	2	1	0	0
June	25	22.5	3	1	0	0
July	25	22.5	3	1	0	0
August	25	22.5	3	1	0	0
September	25	22.5	4	1	0	0
October	25	22.5	4	1	0	0
November	25	22.5	4	1	0	0
December	25	22.5	9	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
Total number of points			0

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)

2024-07-12

☐ No

If No, please explain:

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

☐ No

Compliance Maintenance Annual Report

5

Menomonie Wastewater Treatment Facility

Last Updated: Reporting For:

5/28/2025

2024

If Yes, please explain:

We exceeded the geometric mean for E. coli for the month of June 2024. We never did figure out why. Our UV system seemed to be working at full dosage. We did not have a UV transmittance meter at the time, but we now have one so we can check the UV transmittance if we experience high E. coli results going forward.

4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?

☐ Yes

☒ No

If Yes, please explain:

4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?

☐ Yes

☐ No

☒ N/A

Please explain unless not applicable:

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

Menomonie Wastewater Treatment Facility

Last Updated: Reporting For:

5/28/2025

2024

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	11	1	0	0
February	30	27	6	1	0	0
March	30	27	6	1	0	0
April	30	27	4	1	0	0
May	30	27	3	1	0	0
June	30	27	10	1	0	0
July	30	27	4	1	0	0
August	30	27	8	1	0	0
September	30	27	6	1	0	0
October	30	27	6	1	0	0
November	30	27	6	1	0	0
December	30	27	13	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
Total Number of Points						0

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?

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

Compliance Maintenance Annual Report

7

Menomonie Wastewater Treatment Facility

Last Updated: Reporting For:

5/28/2025

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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	.3	0.374	1	1
February	.3	0.171	1	0
March	.3	0.166	1	0
April	.3	0.106	1	0
May	.3	0.087	1	0
June	.3	0.128	1	0
July	.3	0.176	1	0
August	.3	0.189	1	0
September	.3	0.136	1	0
October	.3	0.153	1	0
November	.3	0.212	1	0
December	.3	0.596	1	1
Months of Discharge/yr			12	
Points per each exceedance with 12 months of discharge:				10
Exceedances				2
Total Number of Points				20

20

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?

We have been working with the manufacturer and engineers to troubleshoot the issues with our reactive sand filters. We did have a plant upset from a spill at a local industry in November which lead to poor effluent quality for the month of December.

Total Points Generated	20
Score (100 - Total Points Generated)	80
Section Grade	C

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Menomonie Wastewater Treatment Facility

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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:

2. Land Application Site

2.1 Last Year's Approved and Active Land Application Sites

2.1.1 How many acres did you have?

2937.2 acres

2.1.2 How many acres did you use?

224 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?

o 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

o No (10 points)

o 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. 002 - Sludge after Gravity Belt Thic

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			<16		<14			<8.1	<5.8					0	0
Cadmium		39	85			1.83		.48			.71	.97					0	0
Copper		1500	4300			382		320			400	420					0	0
Lead		300	840			18		<10			10	16					0	0
Mercury		17	57			<1.2		<.9			<1.1	<1.7					0	0
Molybdenum	60		75			15		9.5			17	13				0		0
Nickel	336		420			31		26			25	34				0		0
Selenium	80		100			<14		<26			<16	<11				0		0
Zinc		2800	7500			663		600			760	810					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)

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☐ 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?

0

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.

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	01/01/2024 - 12/31/2024
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Digester Detention Time 25 days at 93 degrees F

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	04/01/2024 - 06/30/2024
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Digester Detention Time 27.4 days at 94 Degrees F

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Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	07/01/2024 - 09/30/2024
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	No
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion 27.9 Days at 94 Degrees F

Outfall Number:	002
Biosolids Class:	B
Bacteria Type and Limit:	
Sample Dates:	10/01/2024 - 12/31/2024
Density:	
Sample Concentration Amount:	
Requirement Met:	Yes
Land Applied:	Yes
Process:	Anaerobic Digestion
Process Description:	Anaerobic Digestion 25.6 Days at 94 Degrees F

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:	002
Method Date:	11/01/2024
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	49.5

Outfall Number:	002
Method Date:	05/15/2024
Option Used To Satisfy Requirement:	Volatile Solids Reduction
Requirement Met:	Yes
Land Applied:	Yes
Limit (if applicable):	>=38
Results (if applicable):	56.6

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Outfall Number:	002	
Method Date:	08/06/2024	
Option Used To Satisfy Requirement:	Volatile Solids Reduction	
Requirement Met:	Yes	
Land Applied:	No	
Limit (if applicable):	>=38	
Results (if applicable):	53.3	
Outfall Number:	002	0
Method Date:	10/01/2024	
Option Used To Satisfy Requirement:	Volatile Solids Reduction	
Requirement Met:	Yes	
Land Applied:	Yes	
Limit (if applicable):	>=38	
Results (if applicable):	50.4	
5.2 Was the limit exceeded or the process criteria not met at the time of land application?		
<input type="radio"/> Yes (40 Points)		
<input checked="" type="radio"/> No		
If yes, what action was taken?		
<div></div>		
6. Biosolids Storage		
6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?		
<input checked="" type="radio"/> >= 180 days (0 Points)		
<input type="radio"/> 150 - 179 days (10 Points)		
<input type="radio"/> 120 - 149 days (20 Points)		
<input type="radio"/> 90 - 119 days (30 Points)		
<input type="radio"/> < 90 days (40 Points)		
<input type="radio"/> N/A (0 Points)		
6.2 If you checked N/A above, explain why.		
<div></div>		
7. Issues		
7.1 Describe any outstanding biosolids issues with treatment, use or overall management:		
<div>No issues to report.</div>		

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Staffing and Preventative Maintenance (All Treatment Plants)

1. Plant Staffing

1.1 Was your wastewater treatment plant adequately staffed last year?

- Yes
- No

If No, please explain:

Could use more help/staff for:

1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?

- Yes
- No

If No, please explain:

2. Preventative Maintenance

2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?

- Yes (Continue with question 2) ☐☐
- No (40 points) ☐☐

If No, please explain, then go to question 3:

2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?

- Yes
- No (10 points)

2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?

- Yes
 - Paper file system
 - Computer system
- Both paper and computer system
- No (10 points)

0

3. O&M Manual

3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?

- Yes
- No

4. Overall Maintenance /Repairs

4.1 Rate the overall maintenance of your wastewater plant.

- Excellent
- Very good
- Good
- Fair
- Poor

Describe your rating:

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We use Job Plus computerized maintenance software to track preventative maintenance and corrective repairs. We stay up to date on preventative maintenance when it comes due. There were no equipment problems or failures due to lack of maintenance.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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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:

PAUL J STERK

Certification No:

24372

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				X
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	NA	X

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.)

- ☒ Yes (0 points)
- ☐ No (20 points)

2.3 For wastewater treatment facilities with a registered or certified laboratory, is at least one operator that works in the laboratory certified at the basic level in the laboratory (L) subclass?

- ☒ Yes
- ☐ No
- ☐ N/A – Wastewater treatment facility does not have a registered or certified laboratory

2.4 For wastewater treatment facilities that own and operate a sanitary sewage collection system, has at least one operator been designated the OIC for sanitary sewage collection system and certified at the basic level in the sanitary sewage collection system (SS) subclass?

- ☒ Yes
- ☐ No
- ☐ N/A – Owner of the Wastewater treatment facility does not own and operate a sanitary sewage collection system

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

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<div><div><input type="checkbox"/> An arrangement with another certified operator</div><div><input type="checkbox"/> An arrangement with another community with a certified operator</div><div><input type="checkbox"/> An operator on staff who has an operator-in-training certificate for your plant and is expected to be certified within one year</div><div><input type="checkbox"/> A consultant to serve as your certified operator</div><div><input type="checkbox"/> None of the above (20 points)</div><div>If "None of the above" is selected, please explain:<div></div></div></div>	0
<div>4. Continuing Education Credits</div> <div>4.1 If you had a designated operator-in-charge, was the operator-in-charge earning Continuing Education Credits at the following rates?</div> <div>OIT and Basic Certification:</div> <div><div><input type="radio"/> Averaging 6 or more CECs per year.</div><div><input type="radio"/> Averaging less than 6 CECs per year.</div></div> <div>Advanced Certification:</div> <div><div><input checked="" type="radio"/> Averaging 8 or more CECs per year.</div><div><input type="radio"/> Averaging less than 8 CECs per year.</div></div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Financial Management

1. Provider of Financial Information

Name:

Paul J. Sterk

Telephone:

715-232-2175

(XXX) XXX-XXXX

E-Mail Address
(optional):

psterk@menomonie-wi.gov

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) ☐

○ No (40 points)

If No, please explain:

2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?
Year:

2024

● 0-2 years ago (0 points) ☐○ 3 or more years ago (20 points) ☐

○ N/A (private facility)

2.3 Did you have a special account (e.g., CWF 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)

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:

2024

● 1-2 years ago (0 points) ☐○ 3 or more years ago (20 points) ☐

○ N/A

If N/A, please explain:

3.2 Equipment Replacement Fund Activity

3.2.1 Ending Balance Reported on Last Year's CMAR

\$ 2,275,787.00

3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)

\$ 0.00

3.2.3 Adjusted January 1st Beginning Balance

\$ 2,275,787.00

3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)

+

\$ 31,328.00

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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

\$ 2,307,115.00

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.

3.3 What amount should be in your Replacement Fund?

\$ 2,853,422.00

Please note: If you had a CWFP 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.

Over the years we have spent from the replacement fund to fix or repair failed equipment. Not all equipment lasts for the full expected lifetime without needing some type of repair or early replacement.

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	Rehab of the two final clarifier structures and adding covers to them.	\$2,000,000	2027

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

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: 17

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	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	14,402	11
February	12,913	5
March	12,391	5
April	12,208	27
May	12,357	6
June	13,002	5
July	13,741	11
August	12,952	8
September	12,522	6
October	11,773	5
November	9,986	11
December	10,281	8
Total	148,528	108
Average	12,377	9

6.1.2 Comments:

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:

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

- ☒ No
- ☐ Yes

Year:

By Whom:

Describe and Comment:

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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?

Nothing planned at this time.

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	191,913	43.29	4,433	132.15	1,452	1,760
February	166,933	41.67	4,006	147.00	1,136	1,533
March	163,037	42.14	3,869	158.16	1,031	5,021
April	184,025	45.02	4,088	145.32	1,266	2,438
May	168,039	46.31	3,629	150.26	1,118	1,406
June	174,786	50.66	3,450	127.17	1,374	1,177
July	183,809	48.79	3,767	101.74	1,807	1,035
August	171,729	48.03	3,575	160.61	1,069	1,106
September	183,304	48.23	3,801	184.65	993	1,500
October	165,566	48.27	3,430	170.28	972	1,821
November	170,000	43.85	3,877	170.76	996	3,811
December	223,941	44.91	4,986	210.86	1,062	6,562
Total	2,147,082	551.17		1,858.96		29,170
Average	178,924	45.93	3,909	154.91	1,190	2,431

7.1.2 Comments:

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
- ☒ 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:

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7.2.2 Comments:

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?

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:

By Whom:

Describe and Comment:

☒ Part of the facility

Year:

By Whom:

Describe and Comment:

Biogas reuse was studied as part of the 2017 facility plan. Biogas reuse was not cost-effective at the time. No studies have been conducted since then.

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Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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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:

Identify sources of I/I through manhole inspections and televising
Eliminate basement backups and SSO's
Repair and rehabilitation of sewers and manholes
Clean and root cut older clay and concrete sewers annually
Jet PVC sewers every 3 years
Televis 10% of the sewer system annually
Review collection system budget annually for repair and rehabilitation projects
Use web-based GIS mapping for manhole inspections and tracking of maintenance

Did you accomplish them?

○ Yes

• No

If No, explain:

We had one SSO as a result of a plugged sewer and we did not get 10% of the system televised.

☒ 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?

City Sewer Use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2012-11-09

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

☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control

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- ☒ 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:

0

- ☒ 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:

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	24	% of system/year
Root removal	20	% of system/year
Flow monitoring	0	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	3	% of system/year
Manhole inspections	2	% of system/year
Lift station O&M	12	# per L.S./year
Manhole rehabilitation	0	% of manholes rehabbed

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Menomonie Wastewater Treatment Facility

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2024

Mainline rehabilitation % of sewer lines rehabbed

Private sewer inspections % of system/year

Private sewer I/I removal % of private services

River or water crossings % of pipe crossings evaluated or maintained

Please include additional comments about your sanitary sewer collection system below:

3. Performance Indicators

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

<input type="text" value="34.59"/>	Total actual amount of precipitation last year in inches
<input type="text" value="34.19"/>	Annual average precipitation (for your location)
<input type="text" value="79.8"/>	Miles of sanitary sewer
<input type="text" value="17"/>	Number of lift stations
<input type="text" value="0"/>	Number of lift station failures
<input type="text" value="0"/>	Number of sewer pipe failures
<input type="text" value="0"/>	Number of basement backup occurrences
<input type="text" value="0"/>	Number of complaints
<input type="text" value="1.5062"/>	Average daily flow in MGD (if available)
<input type="text" value="1.6885"/>	Peak monthly flow in MGD (if available)
<input type="text"/>	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="0.00"/>	Sewer pipe failures (pipe failures/sewer mile/yr)
<input type="text" value="0.01"/>	Sanitary sewer overflows (number/sewer mile/yr)
<input type="text" value="0.00"/>	Basement backups (number/sewer mile)
<input type="text" value="0.00"/>	Complaints (number/sewer mile)
<input type="text" value="1.1"/>	Peaking factor ratio (Peak Monthly:Annual Daily Avg)
<input type="text" value="0.0"/>	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
0	3/28/2024 2:30:00 PM - 3/28/2024 3:00:00 PM	Parker Pen Road	Plugged Sewer	200

** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.

What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?

This entire section of line was televised and will be evaluated by engineering to determine capacity needs. The frequency of root cutting on this line will be increased as well.

5. Infiltration / Inflow (I/I)

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2024

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

☐ Yes

☒ No

If Yes, please describe:

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:

No changes observed.

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

We look for signs of infiltration and inflow when jetting and televising and we monitor peak flows during rain events.

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Menomonie Wastewater Treatment Facility

Last Updated: Reporting For:

5/28/2025

2024

Grading Summary

WPDES No: 0024708

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
Phosphorus	C	2	3	6
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
TOTALS			32	122
GRADE POINT AVERAGE (GPA) = 3.81				

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)

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Menomonie Wastewater Treatment Facility

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Resolution or Owner's Statement

Name of Governing
Body or Owner:

City of Menomonie

Date of Resolution or
Action Taken:

2025-06-02

Resolution Number:

2025-11

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: Phosphorus: Grade = C

The January 2024 Phosphorus Monthly Average exceedance was due to reactive sand filter troubleshooting and cleaning that was done in an attempt to improve phosphorus removal. Several filters were off-line during this time for inspection and sand washing to reduce iron bacteria.

The December 2024 Phosphorus Monthly Average exceedance was the result of a plant upset most likely due to an industrial spill at 3Mat the end of November 2024.

Staff will continue to monitor and optimize operation of the reactive sand filters to improve phosphorus removal performance.

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)

A partially plugged sewer line was discovered in a sanitary line on Second St NW. During a City well backwash cycle, the line was overwhelmed and some water was observed coming out to the manhole. This entire line was jetted, root cut, and televised. Staff will increase the frequency of maintenance on this section of line.

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Menomonie Wastewater Treatment Facility

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<p>ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS</p> <p>(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)</p> <p>G.P.A. = 3.81</p> <div></div>
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CITY OF MENOMONIE CITY COUNCIL

RESOLUTION NO. 2025-11

SEWER UTILITY 2024 COMPLIANCE MAINTENANCE ANNUAL REPORT

RESOLVED that the City of Menomonie informs the Wisconsin Department of Natural Resources that the following actions were taken by the Common Council of the City of Menomonie.

1. Reviewed the 2024 Compliance Maintenance Annual Report which is attached to this resolution.
2. Direct staff to continue to monitor and optimize operation of the reactive sand filters to improve phosphorus removal performance to maintain effluent requirements contained in the WPDES Permit.

Adopted this 2nd of June, 2025.

Mayor, Randy Knaack

Attest: _____
Deputy City Clerk Chris Johnson

JUNE 2ND, 2025 COUNCIL CLAIMS

2025Claims

DURAND BUILDERS
MAXVILLE TRUCK & REPAIR

Description

LSC BATHROOMS
SEWER: CONTRACTUAL REPAIRS/SERVICES

Total Invoice

\$38,845.00
\$17,977.20

Amt Overdrawn

\$8,845.00
\$12,877.20

Total

\$56,822.20

\$21,722.20

Parking Utility Claims 2025

CLANCY SYSTEMS

Description

MAR SERVICE/SUPPORT

Total Invoice

\$350.00

Total

\$350.00

**Revised

5-28-25

LICENSES – June 2, 2025

LICENSE YEAR – 2025 (expires December 31, 2025)

5/29/25

LICENSES – June 2, 2025

LICENSE YEAR – 2025 (expires June 30, 2026)

CLASS “A” BEER/ “CLASS A” LIQUOR CIDER ONLY:

314 Gas, Inc. (Freedom Menomonie – 2020 Broadway St. S.);
CAPL Retail, LLC (Express Lane #2301 – 1805 Broadway St. N.);
Corner Store MN, LLC (Corner Store – 2302 Broadway St. S.);
Kwik Trip, Inc. (Kwik Trip #164 – 2008 Stout Rd.);
Kwik Trip, Inc. (Kwik Trip #498 – 1213 Broadway St. S.);
Kwik Trip, Inc. (Kwik Trip #674 – 6107 3M Dr.);
Northern Tier Retail, LLC (Speedway #4482 – 1708 Broadway St. N.);
Synergy Community Cooperative (Menomonie Cenex North – 2320 Hwy. 25 N.);
Wal-Mart Stores East, LP (Walmart #1819 – 180 Cedar Falls Rd.)

“CLASS A” LIQUOR & CLASS “A” BEER:

Coborn’s, Inc. (Marketplace Foods #2582 – 207 Pine Ave. W.);
Ellsworth – Menomonie Creamery, LLC (Ellsworth Creamery – 3001 County Rd. B);
Keystone Hills, LLC (Hampton Inn & Suites – 2017 Stout St.);
Kwik Trip, Inc. (Kwik Trip #593 – 319 Oak Ave W);
Love’s Travel Stops & Country Stores, Inc. (Love’s Travel Stop #622 – 5930 Badger Dr.)
NIL9 Menomonie Enterprises, LLC (Dick’s Fresh Market – 1408 9th St. E.)

“CLASS B” LIQUOR & CLASS “B” BEER:

Apple Minnesota, LLC (Applebee’s Neighborhood Bar & Grill – 2203 State Hwy. 25 N.);
Broadway Bowl of Menomonie, Inc. (Broadway Bowl - 1501 Broadway St. N.);
Cancun Mexican Grill of Menomonie, LLC (Cancun Mexican Grill - 1919 Stout Rd.);
Eaglewood Golf, LLC (Tanglewood Greens, 2200 Crestwood Dr.);
Gruetzomatic, LLC (Silver Dollar Saloon & Taphouse - 315 & 321 Main St. E.);
Lakeside Bar, Inc. (Dean & Sue’s – 2002 Midway Rd.);
Menomonie Lodge #1584 Loyal Order of Moose, Inc. (Menomonie Moose Lodge #1584 - 720 19th Ave. E);
Olde Towne Menomonie, LLC (Olde Towne Menomonie – 903 Cedar Falls Rd.);
RJG Restaurants, LLC (The Great Escape – 2909 Bongey Dr.);
RTJJ, LLC (The Arena - 619 Broadway St. S.);
Stout Ale House of Menomonie, Inc. (Stout Craft Co. - 1501 Broadway St. N., Ste. A);
The Abbey Pub, LLC (The Abbey - 414 Main St. E.);
The Pub, LLC (The Pub – 516 Broadway St. S.);
TJ Tavern, LLC (Tom N Jo’s - 1401 Tainter St.);
Wilson Creek Inn, LLC (Wilson Creek Inn – 932 Broadway St. N.)

CLASS “B” BEER:

Synergy Community Cooperative (Exit 45 Cenex – 2100 County Rd. B)

CLASS “B” BEER & “CLASS C” WINE:

Acoustic Café II, Inc (Acoustic Café – 102 Main St. W.);
DJ Fedderly Management Consultant, LLC (Raw Deal – 603 Broadway St. S.);

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G & P Pizza, Inc. (Ted's Pizza Palace – 306 Main St. E.)

“CLASS C” WINE:

Hive & Hollow, LLC (Hive & Hollow – 222 Main St. E.)

BOARDING KENNEL:

Canine Comfort Inn (Tracey Labus, 2606 Broadway St. S.)

COMMERCIAL KENNEL:

Dunn County Humane Society (Harvey S. Weidman, 302 Brickyard Rd.);

Leerburg Kennels (Ed Frawley, 406 Technology Dr. W.)

GROOMING SHOP & PET SHOP:

Canine Comfort Inn (Tracey Labus, 2606 Broadway St. S.)

Jean Secraw (Pic-A-Pet Plus – 2421 Hwy 25 N, Ste. 114)

MASSAGE THERAPY FACILITY:

Menomonie Health & Natural Wellness, LLC (Mary Beth Lvoncek – 201 14th St. NE);

Rose Petal Massage (Briana Rose Steward – 1718 August Ln.);

Young for Life (Travis Young – 1807 Wilson St. NE);

Menomonie Therapeutic Massage (Cloe Becher – 226 Main St. E., Ste. B)

MOBILE HOME PARK:

Maple Lane Estates, LLC (3033-3415 Wilson St.)

Laurel Hague (Wilson Mobile Estates - 3003/3014 Wilson St.)

SOLID WASTE COLLECTION:

GFL Solid Waste Midwest, LLC (1706 Midway Rd.) – 22 Vehicles;

Waste Management of Northern WI (2626 Mondovi Rd., Eau Claire, WI 54701) – 9 Vehicles;

Waterman Recycling & Disposal, LLC (663 85th St., Amery, WI 54001) – 1 Vehicle

TAXI CAB/ VEHICLE FOR HIRE:

Courtesy Cab Taxi, LLC (3003 Wilson St., Lot #47);

Magenta Taxi Cab (1222 14th Ave. E.);

Maverick, LLC (2401 Knapp St.);

Rose NEMT, LLC (304 Moundsview Ct., Elk Mound, WI 54739);

Town & Country Taxi, LLC (1980 Whistling Straits Dr., Altoona, WI 54720)

TOBACCO:

314 Gas, Inc. (Freedom Menomonie – 2020 Broadway St. S.);

A&Y Trades, Inc. (Smokedale Tobacco – 2521 Hills Ct., Ste. D);

Amwest, Inc. (Bob & Steve's BP - 1501 9th St. E.);

Azara Hookah Zone, LLC (Azara – 1400 Broadway St. N.);

CAPL Retail, LLC (Express Lane #2301 – 1805 Broadway St. N.);

Coborn's, Inc. (Marketplace Foods #2582 – 207 Pine Ave. W.);

Corner Store MN, LLC (Corner Store – 2302 Broadway St. S.);

Fleet Farm Group, LLC (Fleet Farm – 2003 US Hwy. 12);

Kwik Trip, Inc (Kwik Trip #498 - 1213 Broadway St. S.);

Kwik Trip, Inc (Kwik Trip #674 - 6107 3M Dr.);
Kwik Trip, Inc. (Kwik Trip #164 - 2008 Stout Rd.);
Kwik Trip, Inc. (Kwik Trip #593 - 319 Oak Ave. W.);
Love's Travel Stops & Country Stores, Inc. (Love's Travel Stop #622 - 5930 Badger Dr.);
NIL9 Menomonie Enterprises, LLC (Dick's Fresh Market – 1408 9th St. E.);
North Star Plus 3, LLC (Hideaway Menomonie – 1320 Broadway St. N.);
Northern Tier Retail, LLC (Speedway #4482 – 1708 Broadway St. N.);
RJG Restaurants, LLC (The Great Escape – 2909 Bongey Dr.);
RTJJ, LLC (The Arena – 619 Broadway St. S.);
Stout Vape, LLC (Faze's Tobacco – 214 Main St. E.);
Synergy Community Cooperative (Exit 45 Cenex – 2100 County Rd. B);
Synergy Community Cooperative (Menomonie Cenex North – 2320 Hwy. 25 N.);
The Abbey Pub, LLC (The Abbey – 414 Main St. E.);
Walgreens Co. (Walgreens #09514 – 121 Pine Ave. W.);
Wal-Mart Stores East, LP (Wal-Mart #1819 – 180 Cedar Falls Rd.)

CABARET LICENSE:

DJ Fedderly Management Consultant, LLC (Raw Deal – 603 Broadway St. S.);
Lakeside Bar, Inc. (Dean & Sue's – 2002 Midway Rd.);
Olde Towne Menomonie, LLC (Olde Towne Menomonie- 903 Cedar Falls Rd.);
Stout Ale House of Menomonie, Inc. (Stout Craft Co. – 1501 Broadway St. N.);
The Abbey Pub, LLC (The Abbey – 414 Main St. E.)

All licenses are subject to review by the City Treasurer, verifying that the listed applicants have no payments due or owing on record under Title 1, Chapter 8, Section 2 (1-8-2).