

City of Abbotsford

PO Box 589, 203 N. First Street, Abbotsford, WI 54405

City Hall (715) 223-3444

Fax (715) 223-8891

AGENDA FOR THE COUNCIL MEETING TO BE HELD

January 23, 2019 AT **5:30 PM**

IN THE COUNCIL CHAMBERS OF THE ABBOTSFORD CITY HALL
203 NORTH FIRST STREET, ABBOTSFORD WI

All items listed will be brought before the Abbotsford City Council for discussion and possible approval.

1. Call the regular meeting to order
 - a. Roll call
 - b. Pledge of Allegiance
2. Comments by the Mayor
3. Comments by the Public
4. Minutes from the Council held January 7, 2019
 - a. Waive the reading and approve the minutes
5. Fire Department Update – John Austin
6. Resolution Introduction 2019-2 – Discontinuance of E. Birch Street by Strecko Doors
7. Schilling Property - Discussion
8. January 2019 Bills
9. Abby-Colby Police Department minutes and bills
10. Wastewater Utility
11. General Services Agreement with MSA - \$2500
12. Closed Session - Pursuant to Section 19.85 (1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Administrative Assistant)
13. Any action, if needed
14. Closed Session – Pursuant to Section 19.85 (1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Conditional Use Permit issued by Marathon County for mining in the Town of Holton)
15. Committee Meeting Dates – Next Council Feb 11, 2019

Minutes from the January 7, 2019 Abbotsford City Council Meeting held in the Abbotsford City Hall Council Chambers.

Mayor Voss called the meeting to order at 6:00 p.m.

Roll Call: Mayor Voss, Horacek, Clement, Huther, Weideman, Kramer, and Anders (Faber and Totzke – absent)

Others present: Administrator Grady, Battalion Chief John Austin, Municipal Court Judge Kalep, Municipal Court Clerk Weich, Deputy Clerk Leudke, Town of Holton Chair Richard Gumz, Kevin O'Brien (Tribune Phonograph), Todd Trader (MSA), and representing Workhorse – John Gasper, Justin Nelson, and Franciso Duran.

Pledge of Allegiance: Held

Comments by the Mayor: Mayor Voss stated that the Department of Workforce Development dismissed the wage claim filed by former Clerk Lopez. Mayor Voss was also able to obtain pages for old financial audits that were missing from the city copies. Finally, with Ald. Anders being out of town for a few months, the Mayor has asked Ald. Kramer to be acting Chair of the Finance and Personnel Committee,

Public Comments Pertaining to the Agenda: None

Minutes – Motion *by Horacek/Clements* to approve minutes of December 11, 2018 *Motion carried unanimously.*

Municipal Court Update – Municipal Court Clerk Weich handed out a report for the month of December to the Council that listed the dollar amount of fines collected, the total cumulative unpaid citations, and information about the caseload of the Municipal Court. Clerk Weich will be providing an update to the Council on a monthly basis.

Clerk Weich also explained that between March 2017 to when she took over there had been no collections efforts. Clerk Weich explained that some collections are difficult because people have moved away, have fake social security numbers, and fake licenses.

Workhorse Demonstration – The City Council moved to the City Administrative offices where John Gasper of Workhorse went through the process of how the software works on a daily basis. It was requested that Mr. Gasper use the city's actual software and to perform pre-planned normal operations instead of demonstration version so that City Council could see how Workhorse works for Abbotsford.

Ald. Anders asked "Is it possible to accept cash for a utility bill create a receipt, give the paid receipt to the customer and then delete the entire transaction without it ever being posted in the general ledger?" Mr. Gasper stated that it was possible and that it was possible to change receipt numbers and amounts. Ald. Anders then asked where was the audit trail to find a

“dirty” transaction? The Workhorse team responded that one would have to dig through a bunch of code to find the transaction for which one was searching.

The city thanked Workhorse for their presentation.

Closed Session – Pursuant to Section 19.85 (1)(g) Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (Conditional Use Permit issued by Marathon County for mining in the Town of Holton)

Motion to go into closed session by *Anders/Weideman*.

Horacek - aye, , Clement - aye, Huther - aye, Weideman - aye, Kramer- aye

The City Council went into closed session at 6:56PM

Motion to go out of closed sessions by *Huther/Clement*

Horacek - aye, Clement - aye, Huther - aye, Weideman - aye, Kramer- aye

The City Council went back into open session at 8:02PM

Police Commission Report – Ald. Weideman informed the City Council that the new LCO was not granted the needed waiver to carry a firearm and must attend nineteen weeks of school over the Summer. Chief Bauer said that he would work overtime to make up the differential in lost time.

Ald. Weideman was asked about the recent car accident between two squad cards. There are no reports available yet, but insurance is covering all of the damage minus the deductible.

Motion to approve the Police Department bill by *Weideman/Kramer – unanimous*

Fire Commission – Some questions were brought up about SAFER and the current tax status of the Fire Department. The Fire Department is working to resolve the issues.

Finance Committee – Motion to approve the December bills by *Anders/Horachek – unanimous*

Haas Payment Applications – Todd Trader of MSA

- Schilling Subdivision – The contractor has completed all of the sanitary sewers, storm sewers, and water utilities. In addition, roadway excavation and gravel base installation have been completed. Curb, gutters, and the 1st layer of asphalt has been completed allowing access to the new apartments. The contractor is still working on the storm water pond and the remaining curb and gutter on the north end of 4th Avenue, Swampbuck, and Porkupine. The job is 80% complete. The payment application is for \$366,628.86. Motion to approve by *Anders/Weideman – unanimous*.

- Cedar & 2nd Street - The area has been surfaced layered for easy snowplowing. The only remaining works is the final lift of asphalt and to complete the topsoil, seeding and restoration work. The Payment application is for \$157,100.15. Motion to approve by *Anders/Clement – unanimous*.
- Other work- Mr. Trader explained that MSA is working on street improvements for the Sportsman’s Addition, the submission of CDBG payment applications, the new O’Reilly Auto Parts and the submission of a railroad crossing into the proposed new industrial park. Finally, Safe Roads to School is about 60% complete.

TIF Reimbursement – Administer Grady informed the committee under the terms of the TIF Revenue Bond and state and federal law the city may reimburse itself \$711,731.86 in TIF related expenses. The reimbursable portion can be reimbursed when the city receives it’s TIF monies. Motion to approve *Anders/Horacek. Unanimous*.

Water Utility Repayment – Motion to repay the water utility \$501, 652.95 including interest by *Anders/Weideman – unanimous*

Clearas Pilot Program – Motion to approve the pilot with the conditions and limitations as approved by the Finance Committee by *Anders/Kramer – unanimous*.

2009 Payroll Issues and Referral to the DOJ – Ald. Anders reviewed the conversation in Finance Committee about Greg LaFonde’s investigation into improper payroll activities, WRS contributions, and individuals receiving pay for work performed by others. Ald. Anders stated that the reason that this is coming up so late is because the Mayor and Finance Committee had only seen the report within the last year. Motion to refer the report and associated information to the Division of Criminal Investigations at the Department of Justice for possible prosecution by *Anders/Kramer – unanimous*.

Sewer Pipe Problems – This was withdrawn from the agenda.

Liquor Licenses – Motion to approve beverage server license for Amy Klivickis by *Clement/Anders – unanimous*

Motion to deny beverage server license to Amber Czerniak bi *Clement/Anders – unanimous*.

Dark Stores Resolution 2019-1 – Motion to approve resolution asking the state legislature to close the Dark Store’s loophole by *Anders/Weideman – unanimous*.

Cell Tower Lease Agreement – Motion to approve lease agreement by *Anders/Kramer – unanimous*.

Room Tax Committee Appointment - Michelle Albrecht asked to be removed from the Room Tax Committee because of a conflict of interest. Mayor Voss has appointed Dave Hediger as her replacement. Motion to approve by *Kramer/Weideman – unanimous*.

Future Meetings – Either Public Works/Water & Sewer or Finance will meet on January 23, 2019 at 5:30 PM. The next City Council meeting is February 11, 2019 at 5:30 to accommodate the a needed Planning Committee meeting prior to the next City Council Meeting and to allow members of the Police Commission to attend.

RESOLUTION 2019-2

**Resolution Discontinuing a portion of East Birch Street in the
City of Abbotsford, Wisconsin**

WHEAREAS, the City Council of Abbotsford, Wisconsin declares that the public interest requires that the a portion of E. Birch Street ought to be discontinued and vacated, being fully described on Exhibit "A" attached hereto;

WHEREAS, this resolution was introduced before the City Council of the City of Abbotsford on January 23, 2019, Notice of Pendancy of Application to Vacate the above-described property was filed with the Register of Deeds for Marathon County on XXXXX, 2019; Notice of Hearing was duly published in the *Tribune Phonograph*, a copy of said Notice was served more than 30 days prior to the hearing in a manner prescribed by law on all of the owners of all of the frontage on the lots and lands abutting upon portions of said street to be discontinued or a waiver of notice thereof was received; and a public hearing was held before the City Council of the City of Abbotsford on XXXX, 2019 at 6:00 'clock p.m.; and

WHEREAS, no sufficient written objection to the said discontinuance and vacation has been filed with the clerk:

NOW, THEREFORE, in accordance with the authority vested in the City Council by section 66.1003, Wis stats,

BE IT RESOLVED by the City Council of the City of Abbotsford that the portion of East Birch Street described in Exhibit A, and the same hereby are, vacated and discontinued since the public interest requires it.

The above and foregoing Resolution was duly adopted by the City Council of the City of Abbotsford at a regular meeting held on xxxxxx, 2019.

CITY OF ABBOTTSFORD

Lori Voss – Mayor

Brent Faber – President of City Council

Gerald Anders - Alderperson

Peter Horacek – Alderperson

Jeremy Totzke - Alderperson

Cathy Clement – Alderperson

Lori Huther - Alderperson

Roger Weideman - Alderperson

Dennis Kramer- Alderperson

ATTEST:

Dan Grady
City Administrator/Clerk/Treasurer

Vote:
Ayes: _____
Noes: _____

I certify on the XX day of XXXX, 2019, he above resolution discontinuing the portion of East Birch Street described in Exhibit A in the city of Abbotsford, Marathon County, Wisconsin was adopted by a vote of ____ ayes and ____ noes by the City Council of the City of Abbotsford, Marathon and Clark Counties, Wisconsin.

Dan Grady
City Administrator/Clerk/Treasurer

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
30030	1/02/2019	MONITOR, ANNETTE 2018 TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE 2018 TAX REFUND	1.67
Total			1.67
30031	1/07/2019	CLARK COUNTY TREASURER JANUARY 2018 SETTLEMENT	
100-00-24310-000-000		DUE TO COUNTIES - CURRENT TXES JANUARY 2018 SETTLEMENT	206,111.66
Total			206,111.66
30032	1/07/2019	CELLCOM WAUSAU Invoice 088492	
100-00-53311-013-000	12-23-2018	PUBLIC WORKS-PLAN,MAINT,OPER 088492	17.34
600-00-53200-000-640	12-23-2018	WATER-OPER SUPP & EXPENSE 088492	17.34
800-00-53610-000-640	12-23-2018	SEWER-OPER SUPP/EXPENSE 088492	17.34
Total			52.02
30033	1/09/2019	CENTRAL FUNDS - LERETA REFUND CK FOR S & K HENDRICKSON	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE REFUND FOR S & k HENRICKSON	611.88
Total			611.88
30034	1/09/2019	CZERNIAK, AMBER REFUND OF BEVERAGE OPER APP FEE	
100-00-44100-000-000		BUSINESS & OCCUPATIONAL LICEN REFUND FROM DECLINED OPER LICENSE	25.00
Total			25.00
30035	1/09/2019	MEZA, NAOMI REFUND FOR 2018 PROPERTY TAX	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE REFUND FOR 2018 PROPERTY TAX OVERPAYMENT	53.99
Total			53.99

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
30036	1/09/2019	SCHAEFER, JAMES REFUND OF PROPERTY TAXES 2018	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE REFUND OF PROPERTY TAXES-DOUBLE PAYMENT	1,159.04
Total			1,159.04
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30037	1/09/2019	WELLS FARGO REAL ESTATE TAX SERGVICE LLC OVER PAYMENTS OF 2018 PROPERTY TAXES	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE TIM & KRISTIN KALEPP	444.25
100-00-12100-000-000		CURRENT TAXES RECEIVABLE JOSEPH W/MICHELL NECHUTA	340.78
100-00-12100-000-000		CURRENT TAXES RECEIVABLE SHANNON & DEBRA SCHORER	255.24
100-00-12100-000-000		CURRENT TAXES RECEIVABLE JAMES & AMY ENGLISH	833.32
100-00-12100-000-000		CURRENT TAXES RECEIVABLE ANDREW & TONYA TESSMER	634.65
100-00-12100-000-000		CURRENT TAXES RECEIVABLE TIMOTHY & MICHELE STEWART	1,478.30
100-00-12100-000-000		CURRENT TAXES RECEIVABLE JONATHON SUNDERMEYER	978.18
100-00-12100-000-000		CURRENT TAXES RECEIVABLE TYLER MOHR & KAYLEY VIEGUT	805.03
100-00-12100-000-000		CURRENT TAXES RECEIVABLE SIGIFREDO ESPINO OLVERA	645.69
100-00-12100-000-000		CURRENT TAXES RECEIVABLE TERRY & HOLLYLYNN HAGEN	558.07
100-00-12100-000-000		CURRENT TAXES RECEIVABLE SEAN WIESE	702.93
100-00-12100-000-000		CURRENT TAXES RECEIVABLE DANIEL LINDBERG	651.89
100-00-12100-000-000		CURRENT TAXES RECEIVABLE BRENT & KARIE FABER	717.42
Total			9,045.75

30038 1/14/2019 CITY OF ABBOTSFORD
2018 PROPERTY TAXES ON WEBB PROPERTY

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-52400-000-000		MISC EXPENSE	770.08
		PAYMENT FOR 2018	
		2018 WEBB PROPERTY	
		Total	770.08
30039	1/14/2019	PECHER, FORREST OR CARRIE	
		2018 TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	540.14
		2018 TAX REFUND	
		Total	540.14
30040	1/15/2019	ABBOTSFORD SCHOOL DISTRICT	
		JANUARY SETTLEMENT - CLARK CO	
100-00-24600-000-000		DUE TO SCHOOL DISTRICTS	265,875.19
		JANUARY - CLARK CO TAX SETTLEMENT	
		JANUARY 2018 SETTKENEFT	
		Total	265,875.19
30041	1/15/2019	NORTHCENTRAL TECHNICAL COLLEGE	
		JANUARY 2018 SETTLEMENT - CLARK	
100-00-24610-000-000		DUE TO VTAE DISTRICT	33,310.21
		JANUARY SETTLEMENT	
		JANUARY 2018 SETTLEMENT	
		Total	33,310.21
30042	1/16/2019	AMUNDSON, SETH	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	360.78
		2018 PROPERTY TAX REFUND	
		Total	360.78
30043	1/16/2019	HELLAND, VERNON OR KIMBERLY	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	599.46
		2018 PROPERTY TAX REFUND	
		Total	599.46
30044	1/16/2019	JACO INVESTMENTS LLC	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	3,656.10
		2018 PROPERTY TAX REFUND	
		Total	3,656.10

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
30045	1/16/2019	KNEIFL, ALAN OR JULIE	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	52.34
		2018 PROPERTY TAX REFUND	
		Total	52.34
30046	1/16/2019	LIFE OPPORTUNITIES LLC	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	0.02
		2018 PROPERTY TAX REFUND	
		Total	0.02
30047	1/16/2019	NELSON, BRANDON OR JENNIFER	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	614.64
		2018 PROPERTY TAX REFUND	
		Total	614.64
30048	1/16/2019	OELRICH, TYLER OR JENN SIEWERT	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	53.86
		2018 PROPERTY TAX REFUND	
		Total	53.86
30049	1/16/2019	PINTER ENTERPRISES, LLC	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	118.44
		2018 PROPERTY TAX REFUND	
		Total	118.44
30050	1/16/2019	RIVAS-OCHOA, DANIEL OR DANIELA	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	500.13
		2018 PROPERTY TAX REFUND	
		Total	500.13
30051	1/16/2019	SCHMIDT, ANTHONY	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	634.65
		2018 PROPERTY TAX REFUND	

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			634.65
30052	1/16/2019	SCHORER, SHANNON	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	53.82
		2018 PROPERTY TAX REFUND	
Total			53.82
30053	1/16/2019	SEEFLUTH, JEFFREY	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	53.69
		2018 PROPERTY TAX REFUND	
Total			53.69
30054	1/16/2019	STEINWAGNER, JASON	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	52.98
		2018 PROPERTY TAX REFUND	
Total			52.98
30055	1/16/2019	THIEME, ROGER	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	138.17
		2018 PROPERTY TAX REFUND	
Total			138.17
30056	1/16/2019	WEAVER, THOMAS JR	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	518.06
		2018 PROPERTY TAX REFUND	
Total			518.06
30061	1/17/2019	BURLINGAME, MARCI M	
		2018 PROERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	473.22
		2018 PROPERTY TAX REFUND	
Total			473.22
30062	1/17/2019	DEUTSCHE BANK NAT'L TRUST CO	
		2018 PROPERTY TAX REFUND	

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	622.23
		2018 PROPERTY TAX REFUND	
			Total
			622.23
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30063	1/17/2019	ESPINO, SELENIA	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	497.37
		2018 PROPERTY TAX REFUND	
			Total
			497.37
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30064	1/17/2019	FLEENOR, ROBERT	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	21.27
		2018 PROPERTY TAX REFUND	
			Total
			21.27
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30065	1/17/2019	GREEN, STEPHEN OR KATHRYN	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	683.62
		2018 PROPERTY TAX REFUND	
			Total
			683.62
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30066	1/17/2019	GUYETTE, JAMES	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	600.84
		2018 PROPERTY TAX REFUND	
			Total
			600.84
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30067	1/17/2019	K C BILLS	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	387.00
		2018 PROPERTY TAX REFUND	
			Total
			387.00
<hr/>			
30068	1/17/2019	KLOPOTOWSKI, CHEYENNE	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	25.18
		2018 PROPERTY TAX REFUND	
			Total
			25.18

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
30069	1/17/2019	LOGALBO, NICKOLAS OR KRISTEN	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	330.43
		2018 PROPERTY TAX REFUND	
		Total	330.43
30070	1/17/2019	MICHLIG, RICHARD OR LAURA	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	611.88
		2018 PROPERTY TAX REFUND	
		Total	611.88
30071	1/17/2019	MOLITOR, ADAM	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	52.94
		2018 PROPERTY TAX REFUND	
		Total	52.94
30072	1/17/2019	POTRZUSKI, JOHN H	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	522.89
		2018 PROPERTY TAX REFUND	
		Total	522.89
30073	1/17/2019	SCHILLING, KENT	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	552.55
		2018 PROPERTY TAX REFUND	
		Total	552.55
30074	1/17/2019	TREANKLER, JASON	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	865.05
		2018 PROPERTY TAX REFUND	
		Total	865.05
30075	1/17/2019	WIESE, DEAN	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	348.37
		2018 PROPERTY TAX REFUND	

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
			Total
			348.37
30076	1/18/2019	AUBERG, GRANT OR KORINA	
2018 PROPERTY TAX REFUND			
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	682.93
2018 PROPERTY TAX REFUND			
			Total
			682.93
30077	1/18/2019	BOLLER, RYAN OR MICHELLE	
2018 PROPERTY TAX REFUND			
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	830.56
2018 PROPERTY TAX REFUND			
			Total
			830.56
30078	1/18/2019	EGGEBRECHT, MATTHEW	
2018 PROERTY TAX REFUND			
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	740.19
2018 PROPERTY TAX REFUND			
			Total
			740.19
30079	1/18/2019	FABER, BRENT	
2018 PROPERTY TAX REFUND			
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	489.09
2018 PROPERTY TAX REFUND			
			Total
			489.09
30080	1/18/2019	FRISCH, DYLAN	
2018 PROPERTY TAX REFUND			
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	857.46
2018 PROPERTY TAX REFUND			
			Total
			857.46
30081	1/18/2019	GADKE, KOREY	
2018 PROPERTY TAX REFUND			
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	498.06
2018 PROPERTY TAX REFUND			
			Total
			498.06
30082	1/18/2019	JERONIMO APLONIA OR CANO RAMOS	
2018 PROPERTY TAX REFUND			

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	740.88
		2018 PROPERTY TAX REFUND	
Total			740.88
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30083	1/18/2019	MENDOZA, RIGOBERTO	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	810.55
		2018 PROPERTY TAX REFUND	
		2018 TAX REFUND	
Total			810.55
<hr/>			
30084	1/18/2019	OLSON, ADAM OR KIRA	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	902.99
		2018 PROPERTY TAX REFUND	
Total			902.99
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30085	1/18/2019	PLOECKELMAN, JAMIE & VICKI	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	898.85
		2018 PROPERTY TAX REFUND	
Total			898.85
<hr/>			
30086	1/18/2019	STEVEN, FRANK	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	467.70
		2018 PROPERTY TAX REFUND	
Total			467.70
<hr/>			
30087	1/18/2019	TYZNIK, BRIAN OR PAMELA	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	785.03
		2018 PROPERTY TAX REFUND	
Total			785.03
<hr/>			
30088	1/18/2019	WAGNER, JAMES OR TARA	
		2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE	785.72
		2018 PROPERTY TAX REFUND	
Total			785.72

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
30089	1/18/2019	WAGNER, JAMES OR TARA 2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE 2018 PROPERTY TAX REFUND	785.72
100-00-12100-000-000		CURRENT TAXES RECEIVABLE 2018 PROPERTY TAX REFUND - LOT 6	82.09
Total			867.81
30090	1/18/2019	WARD, DEAN 2018 PROPERTY TAX REFUND	
100-00-12100-000-000		CURRENT TAXES RECEIVABLE 2018 PROPERTY TAX REFUND	431.14
Total			431.14
V1358	1/02/2019	CLAUSNITZER, ERIN Pay period 12/15/2018 to 12/28/2018	
			Manual Check
100-00-51400-011-000		CITY CLERK-WAGES	427.84
800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	508.79
600-00-53200-100-680		WATER-ADMIN SALARIES	508.99
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-76.08
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-89.63
100-00-21514-000-000		MEDICARE TAX PAYABLE	-20.96
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-61.88
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-71.76
Total			1,125.31
V1359	1/02/2019	COLBY, WILLIAM Pay period 12/15/2018 to 12/28/2018	
			Manual Check
100-00-55200-011-000		PARKS AND RECREATION-WAGES	166.38
100-00-53311-011-000		PUBLIC WORKS-WAGES	2,222.92
800-00-53610-120-680		SEWER- WAGES	332.75

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
600-00-53200-120-680		WATER WAGES	541.23
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-432.69
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-202.32
100-00-21514-000-000		MEDICARE TAX PAYABLE	-47.32
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-174.39
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-97.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-190.82
		Total	2,118.74

V1360 1/02/2019 CORLEY, NANCY
Pay period 12/15/2018 to 12/28/2018

Manual Check

400-00-55140-100-000		LIBRARY COMPENSATION-SALARIES	262.15
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-20.00
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-16.25
100-00-21514-000-000		MEDICARE TAX PAYABLE	-3.80
		Total	222.10

V1361 1/02/2019 GEIGER, JEREMY
Pay period 12/15/2018 to 12/28/2018

Manual Check

100-00-53311-011-000		PUBLIC WORKS-WAGES	2,134.80
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-163.75
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-132.36
100-00-21514-000-000		MEDICARE TAX PAYABLE	-30.95
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-105.52
100-00-21535-000-000		DEFERRED COMPENSATION	-75.00

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-95.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-116.90
Total			1,415.32

V1362 1/02/2019 GRADY, DANIEL
Pay period 12/15/2018 to 12/28/2018

Manual Check

100-00-51400-011-000		CITY CLERK-WAGES	538.46
100-00-53311-011-000		PUBLIC WORKS-WAGES	538.46
800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	673.08
960-00-51000-100-000		TIF 6 ADMIN WAGES	269.23
600-00-53200-100-680		WATER-ADMIN SALARIES	673.08
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-209.13
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-154.84
100-00-21514-000-000		MEDICARE TAX PAYABLE	-36.21
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-133.96
100-00-21555-000-000		CAFETERIA INSURANCE DEDUCTABLE	-194.84
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-176.35
Total			1,786.98

V1363 1/02/2019 JOCHIMSEN, JENNY
Pay period 12/15/2018 to 12/28/2018

Manual Check

400-00-55140-100-000		LIBRARY COMPENSATION-SALARIES	1,760.00
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-165.22
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-105.42
100-00-21514-000-000		MEDICARE TAX PAYABLE	-24.65

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-80.89
100-00-21555-000-000		CAFETERIA INSURANCE DEDUCTABLE	-59.72
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-115.28
		Total	1,208.82

V1364 1/02/2019 KALEPP, JUDITH
Pay period 12/01/2018 to 12/28/2018

Manual Check

100-00-51200-011-000		JUDICIAL-WAGES	250.00
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-10.40
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-15.50
100-00-21514-000-000		MEDICARE TAX PAYABLE	-3.63
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-1.18
		Total	219.29

V1365 1/02/2019 KUYOTH, JACQUELYNN
Pay period 12/15/2018 to 12/28/2018

Manual Check

400-00-55140-100-000		LIBRARY COMPENSATION-SALARIES	216.13
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-7.01
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-13.40
100-00-21514-000-000		MEDICARE TAX PAYABLE	-3.13
		Total	192.59

V1366 1/02/2019 LEFFEL, LAVERN
Pay period 12/15/2018 to 12/28/2018

Manual Check

100-00-55200-011-000		PARKS AND RECREATION-WAGES	168.20
100-00-53311-011-000		PUBLIC WORKS-WAGES	1,526.01
800-00-53610-120-680		SEWER- WAGES	374.86

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
600-00-53200-120-680		WATER WAGES	374.86
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-201.41
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-151.52
100-00-21514-000-000		MEDICARE TAX PAYABLE	-35.44
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-129.12
100-00-21535-000-000		DEFERRED COMPENSATION	-50.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-137.15
		Total	1,739.29

V1367 1/02/2019 LENZ, DEBORAH
Pay period 12/15/2018 to 12/28/2018

Manual Check

100-00-51600-000-100		CITY HALL-CLEANING WAGES	339.30
100-00-55200-011-000		PARKS AND RECREATION-WAGES	125.28
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-12.67
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-28.80
100-00-21514-000-000		MEDICARE TAX PAYABLE	-6.74
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-7.70
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-30.43
		Total	378.24

V1368 1/02/2019 LUEDTKE, LOUELLA
Pay period 12/15/2018 to 12/28/2018

Manual Check

100-00-51400-011-000		CITY CLERK-WAGES	903.96
800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	554.47
600-00-53200-100-680		WATER-ADMIN SALARIES	554.17

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-139.66
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-124.78
100-00-21514-000-000		MEDICARE TAX PAYABLE	-29.18
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-101.72
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-108.90
Total			1,508.36

V1369 1/02/2019 MEDENWALDT, TODD A.
Pay period 12/15/2018 to 12/28/2018

Manual Check

800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	1,740.16
600-00-53200-120-680		WATER WAGES	350.00
600-00-53200-120-680		WATER WAGES	1,740.16
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-387.68
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-237.48
100-00-21514-000-000		MEDICARE TAX PAYABLE	-55.54
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-201.37
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-210.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-227.96
Total			2,510.29

V1370 1/02/2019 OLSON, KIMBERLY
Pay period 12/15/2018 to 12/28/2018

Manual Check

400-00-55140-100-000		LIBRARY COMPENSATION-SALARIES	29.43
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-1.82
100-00-21514-000-000		MEDICARE TAX PAYABLE	-0.43

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-1.93
Total			25.25

V1371 1/02/2019 SMITH, JOHN
Pay period 12/15/2018 to 12/28/2018

Manual Check

800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	350.00
800-00-53610-120-680		SEWER- WAGES	1,934.60
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-261.35
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-141.65
100-00-21514-000-000		MEDICARE TAX PAYABLE	-33.13
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-114.94
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-100.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-126.72
Total			1,506.81

V1372 1/02/2019 SOYK, JOSHUA
Pay period 12/15/2018 to 12/28/2018

Manual Check

800-00-53610-120-680		SEWER- WAGES	177.36
600-00-53200-120-680		WATER WAGES	2,678.32
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-244.84
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-177.05
100-00-21514-000-000		MEDICARE TAX PAYABLE	-41.41
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-152.86
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-25.00
100-00-21535-000-000		DEFERRED COMPENSATION	-25.00

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-187.05
Total			2,002.47

V1373 1/02/2019 STUTTGEN, CRAIG
Pay period 12/15/2018 to 12/28/2018

Manual Check

100-00-53311-011-000		PUBLIC WORKS-WAGES	3,830.32
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-306.12
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-237.48
100-00-21514-000-000		MEDICARE TAX PAYABLE	-55.54
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-203.43
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-75.00
100-00-21535-000-000		DEFERRED COMPENSATION	-75.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-227.96
Total			2,649.79

V1374 1/02/2019 WEICH, JESSICA
Pay period 12/15/2018 to 12/28/2018

Manual Check

100-00-51200-011-006		JUDICIAL - COURT CLERK WAGES	181.87
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-5.00
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-11.28
100-00-21514-000-000		MEDICARE TAX PAYABLE	-2.64
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-10.00
Total			152.95

V1375 1/16/2019 ANDERS, GERALD
Pay period 12/01/2018 to 01/11/2019

Manual Check

100-00-51100-011-000		CITY COUNCIL-WAGES	115.00
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COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-7.13
100-00-21514-000-000		MEDICARE TAX PAYABLE	-1.67
Total			106.20

V1376 1/16/2019 CLAUSNITZER, ERIN
Pay period 12/29/2018 to 01/11/2019

Manual Check

100-00-51400-011-000		CITY CLERK-WAGES	65.68
800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	513.68
600-00-53200-100-680		WATER-ADMIN SALARIES	513.68
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-40.60
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-67.77
100-00-21514-000-000		MEDICARE TAX PAYABLE	-15.85
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-35.73
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-71.59
Total			861.50

V1377 1/16/2019 CLEMENT, CATHY
Pay period 12/01/2018 to 01/11/2019

Manual Check

100-00-51100-011-000		CITY COUNCIL-WAGES	65.00
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-4.03
100-00-21514-000-000		MEDICARE TAX PAYABLE	-0.94
Total			60.03

V1378 1/16/2019 COLBY, WILLIAM
Pay period 12/29/2018 to 01/11/2019

Manual Check

100-00-53311-011-000		PUBLIC WORKS-WAGES	980.33
800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	-6.58

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
800-00-53610-120-680		SEWER- WAGES	437.12
100-00-53311-013-025		PUBLIC WORKS - SNOW WAGES	153.63
600-00-53200-100-680		WATER-ADMIN SALARIES	-10.70
600-00-53200-120-680		WATER WAGES	386.92
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-160.87
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-120.32
100-00-21514-000-000		MEDICARE TAX PAYABLE	-28.14
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-86.76
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-145.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-127.12
		Total	1,272.51

V1379 1/16/2019 CORLEY, NANCY

Pay period 12/29/2018 to 01/11/2019

Manual Check

400-00-55140-100-000		LIBRARY COMPENSATION-SALARIES	302.75
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-20.00
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-18.77
100-00-21514-000-000		MEDICARE TAX PAYABLE	-4.39
		Total	259.59

V1380 1/16/2019 FABER, BRENT

Pay period 12/01/2018 to 01/11/2019

Manual Check

100-00-51100-011-000		CITY COUNCIL-WAGES	115.00
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-7.13
100-00-21514-000-000		MEDICARE TAX PAYABLE	-1.67

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			106.20

V1381 1/16/2019 GEIGER, JEREMY
Pay period 12/29/2018 to 01/11/2019

Manual Check

100-00-53311-011-000		PUBLIC WORKS-WAGES	1,611.91
100-00-53311-013-025		PUBLIC WORKS - SNOW WAGES	204.84
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-125.33
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-112.64
100-00-21514-000-000		MEDICARE TAX PAYABLE	-26.34
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-81.45
100-00-21535-000-000		DEFERRED COMPENSATION	-75.00
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-95.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-119.00
Total			1,181.99

V1382 1/16/2019 GRADY, DANIEL
Pay period 12/29/2018 to 01/11/2019

Manual Check

100-00-51400-011-000		CITY CLERK-WAGES	538.46
100-00-53311-011-000		PUBLIC WORKS-WAGES	538.46
800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	673.08
960-00-51000-100-000		TIF 6 ADMIN WAGES	269.23
600-00-53200-100-680		WATER-ADMIN SALARIES	673.08
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-209.13
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-154.84
100-00-21514-000-000		MEDICARE TAX PAYABLE	-36.21

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-133.96
100-00-21555-000-000		CAFETERIA INSURANCE DEDUCTABLE	-194.84
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-176.35
		Total	1,786.98

V1383 1/16/2019 HORACEK, PETE
Pay period 12/01/2018 to 01/11/2019

Manual Check

100-00-51100-011-000		CITY COUNCIL-WAGES	180.00
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-11.16
100-00-21514-000-000		MEDICARE TAX PAYABLE	-2.61
		Total	166.23

V1384 1/16/2019 HUTHER, LORI
Pay period 12/01/2018 to 01/11/2019

Manual Check

100-00-51100-011-000		CITY COUNCIL-WAGES	65.00
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-4.03
100-00-21514-000-000		MEDICARE TAX PAYABLE	-0.94
		Total	60.03

V1385 1/16/2019 JOCHIMSEN, JENNY
Pay period 12/29/2018 to 01/11/2019

Manual Check

400-00-55140-100-000		LIBRARY COMPENSATION-SALARIES	1,795.20
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-169.17
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-107.60
100-00-21514-000-000		MEDICARE TAX PAYABLE	-25.16
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-83.20
100-00-21555-000-000		CAFETERIA INSURANCE DEDUCTABLE	-59.72

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-117.59
Total			1,232.76

V1386 1/16/2019 KUYOTH, JACQUELYNN
Pay period 12/29/2018 to 01/11/2019

Manual Check

400-00-55140-100-000		LIBRARY COMPENSATION-SALARIES	295.16
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-14.92
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-18.30
100-00-21514-000-000		MEDICARE TAX PAYABLE	-4.28
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-2.14
Total			255.52

V1387 1/16/2019 LEFFEL, LAVERN
Pay period 12/29/2018 to 01/11/2019

Manual Check

100-00-53311-011-000		PUBLIC WORKS-WAGES	1,520.87
800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	27.92
100-00-53311-013-025		PUBLIC WORKS - SNOW WAGES	136.56
600-00-53200-100-680		WATER-ADMIN SALARIES	27.92
600-00-53200-120-680		WATER WAGES	159.32
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-134.59
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-116.10
100-00-21514-000-000		MEDICARE TAX PAYABLE	-27.15
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-87.25
100-00-21535-000-000		DEFERRED COMPENSATION	-50.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-122.65

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			1,334.85

V1388 1/16/2019 LENZ, DEBORAH
Pay period 12/29/2018 to 01/11/2019

Manual Check

100-00-51600-000-100		CITY HALL-CLEANING WAGES	383.67
100-00-55200-011-000		PARKS AND RECREATION-WAGES	107.01
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-15.10
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-30.42
100-00-21514-000-000		MEDICARE TAX PAYABLE	-7.11
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-8.68
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-32.14
Total			397.23

V1389 1/16/2019 LUEDTKE, LOUELLA
Pay period 12/29/2018 to 01/11/2019

Manual Check

100-00-51400-011-000		CITY CLERK-WAGES	596.94
800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	597.43
600-00-53200-100-680		WATER-ADMIN SALARIES	597.43
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-112.15
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-111.09
100-00-21514-000-000		MEDICARE TAX PAYABLE	-25.98
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-84.48
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-117.36
Total			1,340.74

V1390 1/16/2019 MEDENWALDT, TODD A.
Pay period 12/29/2018 to 01/11/2019

Manual Check

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	1,087.60
600-00-53200-120-680		WATER WAGES	20.00
600-00-53200-120-680		WATER WAGES	1,087.60
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-201.57
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-136.10
100-00-21514-000-000		MEDICARE TAX PAYABLE	-31.83
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-97.89
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-210.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-143.79
Total			1,374.02

V1391 1/16/2019 OLSON, KIMBERLY
Pay period 12/29/2018 to 01/11/2019

Manual Check

400-00-55140-100-000		LIBRARY COMPENSATION-SALARIES	45.48
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-2.82
100-00-21514-000-000		MEDICARE TAX PAYABLE	-0.66
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-2.98
Total			39.02

V1392 1/16/2019 RANOW, RICK K.
Pay period 12/15/2018 to 01/11/2019

Manual Check

100-00-52100-011-000		SCHOOL CROSS GUARD-WAGES	172.25
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-10.68
100-00-21514-000-000		MEDICARE TAX PAYABLE	-2.50
Total			159.07

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
V1393	1/16/2019	SMITH, JOHN	
Pay period 12/29/2018 to 01/11/2019			Manual Check
800-00-53610-100-680		SEWER-ADMINISTRATION SALARIES	-38.25
800-00-53610-120-680		SEWER- WAGES	1,705.20
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-149.95
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-103.35
100-00-21514-000-000		MEDICARE TAX PAYABLE	-24.17
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-72.81
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-100.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-109.19
			Total
			1,107.48

V1394	1/16/2019	SOYK, JOSHUA	
Pay period 12/29/2018 to 01/11/2019			Manual Check
100-00-53311-011-000		PUBLIC WORKS-WAGES	44.62
800-00-53610-120-680		SEWER- WAGES	89.24
600-00-53200-120-680		WATER WAGES	370.00
600-00-53200-120-680		WATER WAGES	1,679.74
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-172.22
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-135.38
100-00-21514-000-000		MEDICARE TAX PAYABLE	-31.66
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-110.83
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-25.00
100-00-21535-000-000		DEFERRED COMPENSATION	-25.00

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-120.10
Total			1,563.41

V1395 1/16/2019 STUTTGEN, CRAIG
Pay period 12/29/2018 to 01/11/2019

Manual Check

100-00-53311-011-000		PUBLIC WORKS-WAGES	2,195.20
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-120.01
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-136.10
100-00-21514-000-000		MEDICARE TAX PAYABLE	-31.83
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-100.70
100-00-21537-000-000		DEFERRED COMP - WI RETIREMENT	-75.00
100-00-21535-000-000		DEFERRED COMPENSATION	-75.00
100-00-21520-000-000		RETIREMENT DEDUCTION PAYABLE	-143.79
Total			1,512.77

V1396 1/16/2019 TOTZKE, JEREMY
Pay period 12/01/2018 to 01/11/2019

Manual Check

100-00-51100-011-000		CITY COUNCIL-WAGES	180.00
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-11.16
100-00-21514-000-000		MEDICARE TAX PAYABLE	-2.61
Total			166.23

V1397 1/16/2019 VOSS, LORI
Pay period 12/01/2018 to 01/11/2019

Manual Check

100-00-51405-011-000		MAYOR-WAGES	600.00
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-28.30
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-37.20

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-21514-000-000		MEDICARE TAX PAYABLE	-8.70
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-4.90
Total			520.90

V1398 1/16/2019 WEICH, JESSICA
Pay period 12/29/2018 to 01/11/2019

Manual Check

100-00-51200-011-006		JUDICIAL - COURT CLERK WAGES	181.87
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	-5.00
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-11.28
100-00-21514-000-000		MEDICARE TAX PAYABLE	-2.64
100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	-10.00
Total			152.95

V1399 1/16/2019 WEIDEMAN, ROGER
Pay period 12/01/2018 to 01/11/2019

Manual Check

100-00-51100-011-000		CITY COUNCIL-WAGES	180.00
100-00-21511-000-000		SOCIAL SECURITY TAX PAYABLE	-11.16
100-00-21514-000-000		MEDICARE TAX PAYABLE	-2.61
Total			166.23

ACH-ETF 1/02/2019 PAYROLL - DEF COMP - ETF
PP 01/02/2019

Manual Check

100-00-21535-000-000		DEFERRED COMPENSATION PAYROLL DEPOSIT EMPOWER	507.00
		01022019	
Total			507.00

ACH-ETF 1/16/2019 PAYROLL - DEF COMP - ETF
PP 1/16/2019

Manual Check

100-00-21535-000-000		DEFERRED COMPENSATION PAYROLL DEPOSIT EMPOWER	555.00
		01022019	
Total			555.00

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
ACH-FED PP 01/02/2019	1/02/2019	PAYROLL DEPOSITS - EFTPS	
		Manual Check	
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	7,187.57
	PAYPERIOD 01/02/2019	01/02/2019	
		Total	7,187.57
ACH-FED PP 1/16/2019	1/16/2019	PAYROLL DEPOSITS - EFTPS	
		Manual Check	
100-00-21512-000-000		U.S. WITHHOLDING TAX PAYABLE	5,347.33
	PAYPERIOD 01/16/2019	01/16/2019	
		Total	5,347.33
ACH-ROTH PP 01/02/2019	1/02/2019	PAYROLL - DEF COMP - ETF	
		Manual Check	
100-00-21535-000-000		DEFERRED COMPENSATION	95.00
	PP JAN 2019	JAN 2019	
		Total	95.00
ACH-XCEL GARAGE - 52-5489996-2	1/17/2019	XCEL ENERGY	
		Manual Check	
600-00-53200-000-620		WATER-UTILITIES	0.00
	52-5489993-9	- WTR PLNT/WELL 1,4, 2	
100-00-51600-000-000		CITY -BLDG MAINT	0.00
	52-5489994-0	- PARADE BLDG	
100-00-53311-013-001		PUBLIC WORKS - UTILITIES	3,048.69
	52-5489996-2	- GARAGE	
100-00-55200-013-000		PARKS/REC-PLAN,MAINT,OPER	0.00
	52-5489995-1	- PARK	
100-00-53311-013-001		PUBLIC WORKS - UTILITIES	0.00
		RECYCLE CENTER	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
	52-8843493-9	100 E LINDEN	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		STREET LIGHTING - UNMETERED	
800-00-53610-000-620		SEWER-UTILITIES	0.00
	52-8843493-9	203 E LINDEN - LIFT PUMP	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		511 W SPRUCE ST	

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-53420-000-000		STREET LIGHTING-UTILITIES 204 E SPRUCE ST	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 215 N 1ST ST	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 52-8843494-0 100 OAK STREET	0.00
100-00-51610-000-000		CITY HALL-ELECTRICITY 52-8216975-3 CITY HALL	0.00
800-00-53610-000-620		SEWER-UTILITIES WWTP	0.00
800-00-53610-000-620		SEWER-UTILITIES 52-5489992-8 - ELDER LIFT STATION	0.00
800-00-53610-000-620		SEWER-UTILITIES 52-0010479486-2 401 S 11TH ST	0.00
100-00-51600-000-000		CITY -BLDG MAINT 52-0150699-0 100Z W BUTTER ST- SIREN	0.00
100-00-51600-000-000		CITY -BLDG MAINT 52-0011894484-1 UNIT SIGN	0.00
Total			3,048.69

ACH-XCEL 1/15/2019 XCEL ENERGY
SOFTBALL PARK 52-5489995-1

Manual Check

600-00-53200-000-620		WATER-UTILITIES 52-5489993-9 - WTR PLNT/WELL 1,4, 2	0.00
100-00-51600-000-000		CITY -BLDG MAINT 52-5489994-0 - PARADE BLDG	0.00
100-00-53311-013-001		PUBLIC WORKS - UTILITIES 52-5489996-2 - GARAGE	0.00
100-00-55200-013-000		PARKS/REC-PLAN,MAINT,OPER 52-5489995-1 - PARK	616.29
100-00-53311-013-001		PUBLIC WORKS - UTILITIES RECYCLE CENTER	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 52-8843493-9 100 E LINDEN	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES STREET LIGHTING - UNMETERED	0.00
800-00-53610-000-620		SEWER-UTILITIES 52-8843493-9 203 E LINDEN - LIFT PUMP	0.00

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-53420-000-000		STREET LIGHTING-UTILITIES 511 W SPRUCE ST	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 204 E SPRUCE ST	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 215 N 1ST ST	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 52-8843494-0 100 OAK STREET	0.00
100-00-51610-000-000		CITY HALL-ELECTRICITY 52-8216975-3 CITY HALL	0.00
800-00-53610-000-620		SEWER-UTILITIES WWTP	0.00
800-00-53610-000-620		SEWER-UTILITIES 52-5489992-8 - ELDER LIFT STATION	0.00
800-00-53610-000-620		SEWER-UTILITIES 52-0010479486-2 401 S 11TH ST	0.00
100-00-51600-000-000		CITY -BLDG MAINT 52-0150699-0 100Z W BUTTER ST- SIREN	0.00
100-00-51600-000-000		CITY -BLDG MAINT 52-0011894484-1 UNIT SIGN	0.00
Total			616.29

ACH-XCEL 1/07/2019 XCEL ENERGY
UTILITY FOR

Manual Check

600-00-53200-000-620		WATER-UTILITIES 52-5489993-9 - WTR PLNT/WELL 1,4, 2	0.00
100-00-51600-000-000		CITY -BLDG MAINT 52-5489994-0 - PARADE BLDG	0.00
100-00-53311-013-001		PUBLIC WORKS - UTILITIES 52-5489996-2 - GARAGE	0.00
100-00-55200-013-000		PARKS/REC-PLAN,MAINT,OPER 52-5489995-1 - PARK	0.00
100-00-53311-013-001		PUBLIC WORKS - UTILITIES RECYCLE CENTER	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 52-8843493-9 100 E LINDEN	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES STREET LIGHTING - UNMETERED	0.00

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
800-00-53610-000-620		SEWER-UTILITIES	0.00
		52-8843493-9 203 E LINDEN - LIFT PUMP	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		511 W SPRUCE ST	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		204 E SPRUCE ST	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		215 N 1ST ST	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		52-8843494-0 100 OAK STREET	
100-00-51610-000-000		CITY HALL-ELECTRICITY	0.00
		52-8216975-3 CITY HALL	
800-00-53610-000-620		SEWER-UTILITIES	0.00
		WWTP	
800-00-53610-000-620		SEWER-UTILITIES	0.00
		52-5489992-8 - ELDER LIFT STATION	
800-00-53610-000-620		SEWER-UTILITIES	0.00
		52-0010479486-2 401 S 11TH ST	
100-00-51600-000-000		CITY -BLDG MAINT	0.00
		52-0150699-0 100Z W BUTTER ST- SIREN	
100-00-51600-000-000		CITY -BLDG MAINT	30.79
		52-0011894484-1 UNIT SIGN	
Total			30.79

ACH-XCEL 1/15/2019 XCEL ENERGY
Dec electric bill

Prev YR Exp/Manual Check

600-00-53200-000-620		WATER-UTILITIES	0.00
		52-5489993-9 - WTR PLNT/WELL 1,4, 2	
100-00-51600-000-000		CITY -BLDG MAINT	25.39
		52-5489994-0 - PARADE BLDG	
100-00-53311-013-001		PUBLIC WORKS - UTILITIES	0.00
		52-5489996-2 - GARAGE	
100-00-55200-013-000		PARKS/REC-PLAN,MAINT,OPER	0.00
		52-5489995-1 - PARK	
100-00-53311-013-001		PUBLIC WORKS - UTILITIES	0.00
		RECYCLE CENTER	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		52-8843493-9 100 E LINDEN	

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-53420-000-000		STREET LIGHTING-UTILITIES STREET LIGHTING - UNMETERED	0.00
800-00-53610-000-620		SEWER-UTILITIES 52-8843493-9 203 E LINDEN - LIFT PUMP	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 511 W SPRUCE ST	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 204 E SPRUCE ST	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 215 N 1ST ST	0.00
100-00-53420-000-000		STREET LIGHTING-UTILITIES 52-8843494-0 100 OAK STREET	0.00
100-00-51610-000-000		CITY HALL-ELECTRICITY 52-8216975-3 CITY HALL	0.00
800-00-53610-000-620		SEWER-UTILITIES WWTP	0.00
800-00-53610-000-620		SEWER-UTILITIES 52-5489992-8 - ELDER LIFT STATION	0.00
800-00-53610-000-620		SEWER-UTILITIES 52-0010479486-2 401 S 11TH ST	0.00
100-00-51600-000-000		CITY -BLDG MAINT 52-0150699-0 100Z W BUTTER ST- SIREN	0.00
100-00-51600-000-000		CITY -BLDG MAINT 52-0011894484-1 UNIT SIGN	0.00
Total			25.39

ACH-XCEL 1/15/2019 XCEL ENERGY
52-5489993-9 - WTR PLNT/WELL 1,4, 2

Manual Check

600-00-53200-000-620		WATER-UTILITIES 52-5489993-9 - WTR PLNT/WELL 1,4, 2	0.00
100-00-51600-000-000		CITY -BLDG MAINT 52-5489994-0 - PARADE BLDG	25.39
100-00-53311-013-001		PUBLIC WORKS - UTILITIES 52-5489996-2 - GARAGE	0.00
100-00-55200-013-000		PARKS/REC-PLAN,MAINT,OPER 52-5489995-1 - PARK	0.00
100-00-53311-013-001		PUBLIC WORKS - UTILITIES RECYCLE CENTER	0.00

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
	52-8843493-9	100 E LINDEN	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		STREET LIGHTING - UNMETERED	
800-00-53610-000-620		SEWER-UTILITIES	0.00
	52-8843493-9	203 E LINDEN - LIFT PUMP	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		511 W SPRUCE ST	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		204 E SPRUCE ST	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
		215 N 1ST ST	
100-00-53420-000-000		STREET LIGHTING-UTILITIES	0.00
	52-8843494-0	100 OAK STREET	
100-00-51610-000-000		CITY HALL-ELECTRICITY	0.00
	52-8216975-3	CITY HALL	
800-00-53610-000-620		SEWER-UTILITIES	0.00
		WWTP	
800-00-53610-000-620		SEWER-UTILITIES	0.00
	52-5489992-8	- ELDER LIFT STATION	
800-00-53610-000-620		SEWER-UTILITIES	0.00
	52-0010479486-2	401 S 11TH ST	
100-00-51600-000-000		CITY -BLDG MAINT	0.00
	52-0150699-0	100Z W BUTTER ST- SIREN	
100-00-51600-000-000		CITY -BLDG MAINT	0.00
	52-0011894484-1	UNIT SIGN	

Total 25.39

ACH-STATE 1/02/2019 PAYROLL DEPOSIT - STATE
PP 01/02/2019

Manual Check

100-00-21513-000-000		STATE WITHHOLDING TAX PAYABLE	1,478.96
	PAYPERIOD 01/02/2019	01022019	

Total 1,478.96

VOID 30088 1/18/2019 WAGNER, JAMES OR TARA
VOID DUPLICATE CHECK

Manual Check

100-00-12100-000-000		CURRENT TAXES RECEIVABLE	-785.72
		2018 PROPERTY TAX REFUND	

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

Check Nbr	Check Date	Payee	Amount
Total			-785.72
<hr/>			
ACH-NORTH S	1/16/2019	NORTH SHORE BANK	
PP 1/16/2019			Manual Check
100-00-21535-000-000		DEFERRED COMPENSATION	225.00
PP 01/16/209		01162019	
Total			225.00
<hr/>			
DEBIT-WATER	1/07/2019	POSTMASTER	
WATER SAMPLE POSTAGE			Manual Check
600-00-53200-000-681		WATER-OFFICE SUPPLIES	49.40
WATER SAMPLES		110518	
Total			49.40
<hr/>			
ACH-DEF ROTH	1/16/2019	PAYROLL - DEF COMP - ETF	
PP 0116/2018			Manual Check
100-00-21535-000-000		DEFERRED COMPENSATION	95.00
PAYROLL DEPOSIT EMPOWER		01162019	
Total			95.00
<hr/>			
ACH-JAN HEAL	1/02/2019	UNITED HEALTH INSURACE	
2019 JANUARY HEALTH PREMIUM			Manual Check
100-00-51432-000-000		GENERAL ADMIN-PREM HEALTH	2,757.75
JANUARY PREMIUM		JANUARY 2018 PREMIUM	
Total			2,757.75
<hr/>			
DEBIT-POSTAG	1/04/2019	POSTMASTER	
STAMPS, LOPEZ LETTER			Manual Check
100-00-51401-002-000		CITY CLERK-SUPPLIES	57.70
POSTAGE CITY HALL		01042019	
Total			57.70
<hr/>			
EFT-North Sh	1/03/2019	NORTH SHORE BANK	
PP 1/2/2019			Manual Check
100-00-21535-000-000		DEFERRED COMPENSATION	225.00
PP 01/02/2019		01022019	
Total			225.00
Grand Total			601,836.15

COMBINED CHECKING ACCOUNT

ALL Checks

Posted From: 1/01/2019 From Account:
Thru: 1/31/2019 Thru Account:

	Amount
Total Expenditure from Fund # 100 - GENERAL FUND	571,849.00
Total Expenditure from Fund # 400 - LIBRARY	4,706.30
Total Expenditure from Fund # 600 - WATER UTILITY FUND	12,992.54
Total Expenditure from Fund # 800 - SEWER UTILITY FUND	11,749.85
Total Expenditure from Fund # 960 - TIF DISTRICT #6	538.46
Total Expenditure from all Funds	601,836.15

Dated From: 12/01/2018 From Account:
Thru: 1/31/2019 Thru Account:

Voucher Nbr	Check Date	Payee	Amount
12/31/2018 RUDER, WARE, L.L.S.C.			
SCHILLING TIF 6 LEGAL		Previous Year Expense	
960-00-51000-000-120		TIF PROFESSIONAL SERVICES	408.50
		SCHILLING TIF 6 LEGAL 309271	
960-00-51000-000-120		TIF PROFESSIONAL SERVICES	91.50
		DEVELOPER'S AGREEMENT - HESS 309275	
960-00-51000-000-120		TIF PROFESSIONAL SERVICES	1,655.50
		2018 SCHILLING PROPERTY 308007	
960-00-51000-000-120		TIF PROFESSIONAL SERVICES	43.00
		2018 SCHILLING 50% SPLIT 308013	
960-00-51000-000-120		TIF PROFESSIONAL SERVICES	1,641.50
		TIF 6 - WEBB PROPERTY 306729	
960-00-51000-000-120		TIF PROFESSIONAL SERVICES	2,362.50
		TIF 6 - WEBB PROPERTY 305372	
Total			6,202.50
12/31/2018 W K CONSTRUCTION CO., INC.			
PULVERIZING		Previous Year Expense	
960-00-51000-000-000		OPERATING SUPPLIES/EXPENSES	5,436.00
		PULVERIZING	
Total			5,436.00
Grand Total			11,638.50

1/22/2019 12:39 PM

In Progress Checks - Full Report - ALL
ALL Checks by Payee
COMBINED CHECKING ACCOUNT

Page: 2
ACCT

Dated From: 12/01/2018 From Account:
Thru: 1/31/2019 Thru Account:

Amount

Total Expenditure from Fund # 960 - TIF DISTRICT #6	11,638.50
Total Expenditure from all Funds	11,638.50

Colby/Abbotsford Police Commission

AGENDA FOR THE COLBY/ABBOTSFORD BOARD OF POLICE COMMISSIONERS
MEETING TO BE HELD
MONDAY, JANUARY 14, 2019 AT 6:30 P.M.
AT THE COLBY/ABBOTSFORD POLICE DEPARTMENT
112 W SPRUCE STREET, ABBOTSFORD, WI 54405

1. Call meeting to order
2. Roll call
3. Comments from the public
4. Minutes from December 10, 2018
5. Expenditures
6. 2018 Budget Amendments
7. Carryover Balances from 2018 to 2019
8. Ordinance 7-1-6 Restrictions on Keeping Dogs, Cats, Fowl and other animals
9. Update city ordinances to reflect the current agreement on bookkeeping and minute taking between the City of Colby & the City of Abbotsford
10. Chief's report
11. Meeting date for February
12. Adjourn

Posted: January 11, 2019

**City Council members may attend the above committee meeting for information-gathering purposes. If a quorum of Council members should appear at this Commission meeting, a regular Council meeting may take place for the purpose of gathering information on an item listed on this Commission agenda. If such a meeting should occur, the date, time, and location of the Council meeting will be that of this Commission as listed on the Commission agenda.*

Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities. Please contact the City Clerk's Office at (715) 223-4435 with as much advance notice as possible.

December 31, 2018 FINANCIAL STATEMENT-POLICE DEPT

Beginning Balance		\$	179,088.44
Receipts received in Dec			
City of Colby	\$	29,452.84	
City of Abbotsford	\$	71,995.66	
Reports	\$	54.00	
Interest	\$	94.91	
Temporary Plates	\$	238.00	
Lockouts	\$	60.00	
Colby School District- SRO officer reimburse	\$	6,873.00	
Xfer for K9 purchases	\$	-	
Total Receipts		\$	108,768.41

Disbursements-Dec			
Net Payroll	\$	27,630.97	
SS, FWH, WI Pmts.	\$	11,154.51	
Union Dues	\$	292.60	
Wages Payable	\$	369.22	
State Retirement-Dept. Share	\$	6,287.09	
Deferred Comp.	\$	-	
Auto Fuel	\$	1,528.24	
Internet	\$	69.99	
Telephone	\$	395.46	
Heat	\$	312.04	
Electric	\$	401.63	
Water	\$	66.73	
Liability Insurance	\$	-	
Health Insurance	\$	10,837.55	
Dental Insurance	\$	664.20	
Worker's Compensation	\$	-	
Auto Insurance	\$	-	
Radio Maintenance	\$	-	
Auto Maintenance	\$	405.16	
Clothing	\$	719.13	
Training	\$	268.69	
Office Supplies	\$	95.31	
Janitorial Supplies	\$	125.89	
Copies	\$	-	
Radar Certification	\$	-	
Miscellaneous	\$	405.55	
Exp from Grant/Plate Fnd/Misc	\$	-	
Computer Software Maintenance	\$	-	
Air Cards	\$	50.00	
Computer Maintenance	\$	23,829.50	
Office Equipment Maintenance	\$	-	
Building Maintenance	\$	-	
Equipment	\$	909.93	
Equipment Transfers	\$	-	
Investigations	\$	337.10	
Drug Dog	\$	46.99	
Audit	\$	-	
Legal	\$	-	
Time System	\$	-	
Auto Purchase	\$	-	
Auto Fund	\$	-	
Clothing-Vests	\$	-	
Department Policies	\$	-	

Total Disbursements		\$	87,203.48
		\$	200,653.37

Trans Detail Ending Balance 10/31/18		\$	200,653.37
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Designated Funds			
Checking Fund Balance as of 12/31/18		\$	200,653.37
Auto Fund	\$33,578.78		
Sick Leave Accum. Retirement fund	\$ 14,495.70		
TOTAL Designated Funds		\$	48,074.48
TOTAL Working Cash		\$	152,578.89

Canine Account		\$	14,286.00
Metal Plate Fund	\$	15,997.88	
Petty Cash Checking	\$	100.00	

Colby/Abbotsford Police Commission Meeting

December 10, 2018

6:30 P.M.

The Colby/Abbotsford Police Commission (CAPC) meeting was called to order by President Todd Schmidt at 6:30 p.m. at the Colby/Abbotsford Police Department (CAPD). Members present were: Todd Schmidt, Dan Hederer, Randy Hesgard, Roger Weideman & Jeremy Totzke. Dennis Kramer was absent. Also present were: Chief Jason Bauer, CAPD Officer Nate Schreiber and Abbotsford Mayor Lori Voss.

Public Comment: None

Minutes from the November 12, 2018 meeting: Motion was made by Weideman, seconded by Hesgard to approve the minutes from the November 12, 2018 meeting as presented. Motion carried with a voice vote.

Expenditures: Motion was made by Hederer, seconded by Weideman to approve the expenditures as presented in the amount of \$39,753.88. Motion carried with a voice vote.

2018 Employee Christmas Gifts: Motion was made by Totzke, seconded by Hesgard, to provide each CAPD employee with a \$25 Abbotsford/Colby Chamber of Commerce certificate as a Christmas gift in appreciation for their fine service. Motion carried with a voice vote.

Lexipol Language Update: Chief Bauer said he contacted Lexipol regarding a policy language update required to reflect the implementation of the Lieutenant position in 2019. Bauer said the update would be provided at no charge. Schmidt said the CAPC would act on the language update at the January 2019 meeting.

SRO Report: School Resource Officer (SRO) Patrick Leichtnam said things were going well working with both the Abbotsford and Colby school districts. He said St. Mary's Parochial School in Colby reached out to the Colby School District asking for the SRO to provide ALICE training for staff. Leichtnam said other highlights included skill building lunches and character building lunches with Father Tim and utilization of an anonymous tip line in the Colby schools generated with state grant funds. Leichtnam said he trained the SADD group on various communication techniques and installed a communication app on many cell phones, Chromebooks and other devices. Chief Bauer said having the SRO in place was making a huge difference for the CAPD in covering meetings and generating a quick response when incidents occur. Bauer said the State Training Board denied a request for a waiver for Leichtnam's recertification as a police officer, meaning Leichtnam will be required to attend Police Academy training at Chippewa Valley Technical College in Eau Claire from May 20 to October 2, 2019. Bauer said he would cover as much CAPD overtime as possible during the summer of 2019.

Chief's Report: Chief Bauer reported on the K9 activity for the month of November. He said there were five total activities and three arrests. Through the month of November, total CAPD officer and office activities were 9,663, compared to 9,375 year-to-date in 2017. Bauer said two OWI arrests were made. He noted the Spencer Police Department was getting a K9 in May 2019, which will be scheduled on opposite rotations from the CAPD K9 to coordinate potential deployment in the area. Bauer said two CAPD squad cars were involved in a minor mishap requiring some repair work. He said the CAPC should consider replacing one or two squad cars in 2019, which will be in service 10 and 12 years. He said he is seeking donations for some

projects. Motion was made by Hederer, seconded by Hesgard, to receive and file the Chief's Report. Motion carried with a voice vote.

Meeting date for December: The next CAPC meeting will be held on Monday, January 14, 2019 at 6:30 p.m. at the CAPD.

Meeting adjournment: Motion was made by Hederer, seconded by Weideman to adjourn at 7:10 p.m. Motion carried with a voice vote.

1/11/2019 3:11 PM

Reprint Payroll Register Full
All EmployeesPage: 19
PAYRLCheck Date From: 12/01/2018
Thru: 12/31/2018From Dept:
Thru Dept:

 Total Checks: 20 Pay Periods: 11/19/2018 Thru: 12/15/2018
 (Male: 16 Female: 4)

Earnings:

Regular Pay	34,918.18	1,448.00	Hours
Overtime Pay	2,338.35	63.25	Hours
HOLIDAYS	1,546.81		
INSURANCE	1,050.00		
NIGHT SHIFT	416.50		
ON CALL	94.99		

	40,364.83		

Withholdings:

Federal	3,289.61
Social Security	2,383.40
Medicare	557.42
Wisconsin	1,983.26
CHILD SUPPORT	369.22
HEALTH INS.	1,922.90
OTHER DEDUCTION	0.00
UNION DUES	292.60
WRS Contrib.	1,935.45

	12,733.86

NET PAY	27,630.97
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Flexible Time Off:	<u>Earned</u>	<u>Used</u>
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		Fund: All Funds				
Account Number		2018 December	2018 Actual 12/31/2018	2018 Budget	Budget Status	% of Budget
500-00-43001-000-000	CITY OF COLBY	29,452.84	353,434.08	353,434.00	0.08	100.00
500-00-43002-000-000	CITY OF ABBOTSFORD	71,995.66	431,973.96	431,974.00	-0.04	100.00
500-00-43003-000-000	REPORTS	54.00	491.50	201.00	290.50	244.53
500-00-43004-000-000	EARNED INTEREST	94.91	1,511.01	0.00	1,511.01	0.00
500-00-43005-000-000	OTHER INCOME - TEMP PLATE	238.00	2,068.00	1,000.00	1,068.00	206.80
500-00-43005-410-000	OTHER INCOME - LOCKOUT	60.00	710.00	300.00	410.00	236.67
500-00-43005-411-000	OTHER INCOME-DONATIONS	0.00	10,000.00	0.00	10,000.00	0.00
500-00-43005-412-000	CARRYOVERS	0.00	0.00	2,000.00	-2,000.00	0.00
500-00-43005-413-000	OTHER INCOME - GRANTS	0.00	4,135.68	1,120.00	3,015.68	369.26
500-00-43005-414-000	OTHER INCOME - MISCELLANEOUS	6,873.00	10,365.22	1,000.00	9,365.22	1,036.52
500-00-43005-415-000	DONATION INCOME - DRUG DOG	0.00	1,714.11	2,500.00	-785.89	68.56
500-00-43005-416-000	METAL PLATE INCOME	7,148.15	109,248.69	105,000.00	4,248.69	104.05
Total Revenues		115,916.56	925,652.25	898,529.00	27,123.25	103.02

Fund: All Funds

Account Number		2018 December	2018 Actual 12/31/2018	2018 Budget	Budget Status	% of Budget
500-00-51001-000-000	SALARIES	39,453.75	468,504.30	448,187.00	-20,317.30	104.53
500-00-51002-000-000	FUEL	2,658.90	18,470.56	22,500.00	4,029.44	82.09
500-00-51002-001-000	INTERNET	69.99	839.88	1,000.00	160.12	83.99
500-00-51003-000-000	TELEPHONE	640.63	4,617.03	3,960.00	-657.03	116.59
500-00-51003-001-000	HEAT	312.04	2,245.60	2,500.00	254.40	89.82
500-00-51003-002-000	ELECTRIC	808.44	5,452.67	6,000.00	547.33	90.88
500-00-51003-003-000	WATER	66.73	776.93	800.00	23.07	97.12
500-00-51004-000-000	LIABILITY INSURANCE	0.00	5,497.00	5,389.00	-108.00	102.00
500-00-51004-407-000	HEALTH INSURANCE	9,964.65	119,508.97	119,000.00	-508.97	100.43
500-00-51004-408-000	INSURANCE - DENTAL	664.20	7,970.40	8,974.00	1,003.60	88.82
500-00-51004-409-000	WORKMEN'S COMPENSATION	0.00	12,073.00	13,200.00	1,127.00	91.46
500-00-51004-411-000	AUTO INSURANCE	0.00	2,668.38	2,400.00	-268.38	111.18
500-00-51005-000-000	RADIO MAINTENANCE	0.00	0.00	575.00	575.00	0.00
500-00-51006-000-000	AUTOMOBILE MAINTENANCE	1,052.34	9,492.33	6,000.00	-3,492.33	158.21
500-00-51007-000-000	CLOTHING ALLOWANCE	2,456.29	6,048.92	4,200.00	-1,848.92	144.02
500-00-51008-000-000	SOC.SEC.(EMPLOYER SHARE)	2,940.82	34,722.14	34,396.00	-326.14	100.95
500-00-51009-000-000	TRAINING	268.69	4,284.88	5,120.00	835.12	83.69
500-00-51010-000-000	OFFICE SUPPLIES	210.31	3,562.82	3,600.00	37.18	98.97
500-00-51010-005-000	JANITORIAL SUPPLIES	133.37	617.20	400.00	-217.20	154.30
500-00-51011-010-000	RADAR MAINTENANCE & REPAIR	0.00	0.00	350.00	350.00	0.00
500-00-51011-020-000	RADAR CERTIFICATION	0.00	320.00	320.00	0.00	100.00
500-00-51012-000-000	MISCELLANEOUS EXPENSE	484.51	3,653.28	3,000.00	-653.28	121.78
500-00-51013-000-000	STATE RETIREMENT-DEPT SHARE	4,864.07	58,092.68	54,720.00	-3,372.68	106.16
500-00-51016-000-000	COMPUTER SOFTWARE MAINTENANCE	0.00	5,528.00	5,528.00	0.00	100.00
500-00-51016-001-000	MOBILE DATA (AIR CARDS)	100.00	656.77	1,100.00	443.23	59.71
500-00-51017-000-000	COMPUTER MAINTENANCE	23,829.50	26,798.24	4,900.00	-21,898.24	546.90
500-00-51017-001-000	OFFICE EQUIPMENT MAINTENANCE	0.00	270.00	250.00	-20.00	108.00
500-00-51017-002-000	BUILDING MAINTENANCE	89.00	578.81	1,200.00	621.19	48.23
500-00-51018-000-000	EQUIPMENT	959.86	13,617.54	9,000.00	-4,617.54	151.31
500-00-51018-001-000	EQUIPMENT TRANSFERS	0.00	0.00	2,500.00	2,500.00	0.00
500-00-51019-000-000	INVESTIGATIONS	337.10	4,473.72	4,000.00	-473.72	111.84
500-00-51019-001-000	DRUG/SEARCH DOG	56.98	2,139.73	2,500.00	360.27	85.59
500-00-51021-000-000	LEGAL	0.00	0.00	2,000.00	2,000.00	0.00
500-00-51022-000-000	TIME SYSTEM	0.00	936.00	1,320.00	384.00	70.91
500-00-51023-000-000	AUTO PURCHASE	0.00	5,209.39	0.00	-5,209.39	0.00
510-00-51023-000-000	AUTO PURCHASE	0.00	0.00	13,200.00	13,200.00	0.00
500-00-51025-000-000	CLOTHING-VESTS	0.00	0.00	1,500.00	1,500.00	0.00
500-00-51028-000-000	METAL PLATE FEES & PURCHASES	7,776.69	104,020.50	100,000.00	-4,020.50	104.02
500-00-51029-000-000	DEPARTMENT POLICIES	0.00	3,119.00	2,940.00	-179.00	106.09
500-00-57001-000-000	AUTO FUND	0.00	30,010.50	0.00	-30,010.50	0.00
Total Expenses		100,198.86	966,777.17	898,529.00	-68,248.17	107.60
Net Totals		15,717.70	-41,124.92	0.00	41,124.92	0.00

12/31/2018 11:48 AM

Check Register - Full Report - ALL
 ALL Checks
 POLICE CHECKING NOW

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 ACCT

Dated From:

From Account:

Thru:

Thru Account:

Check Nbr	Check Date	Payee	Amount
12827	12/31/2018	ABBOTSFORD COLBY CHAMBER OF COMMERCE 2018 EMPLOYEE HOLIDAY GIFTS	
500-00-51012-000-000		MISCELLANEOUS EXPENSE EMPLOYEE HOLIDAY GIFTS	250.00
Total			250.00
12828	12/31/2018	COMPLETE OFFICE OF WISCONSIN DESK	
500-00-51018-000-000		EQUIPMENT 990713	469.99
500-00-51018-000-000		EQUIPMENT 991003	399.99
500-00-51010-000-000		OFFICE SUPPLIES 982742	8.23
500-00-51010-000-000		OFFICE SUPPLIES 983092	6.50
Total			884.71
12829	12/31/2018	JOLIN, KYLE REIMBURSE FOR FUEL	
500-00-51002-000-000		FUEL	48.50
Total			48.50
Grand Total			1,183.21

Dated From: From Account:
 Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
12831	1/14/2019	BBD SPORTS SHOP K9 DOG FOOD	
500-00-51019-001-000		DRUG/SEARCH DOG 10730	48.99
500-00-51019-001-000		DRUG/SEARCH DOG 10480	50.99
Total			99.98

12832	1/14/2019	CELL COM CELL PHONES & AIR CARDS	
500-00-51003-000-000		TELEPHONE CELL PHONES 052869	245.17
500-00-51016-001-000		MOBILE DATA (AIR CARDS) AIR CARDS 052869	50.00
Total			295.17

12833	1/14/2019	CHARTER COMMUNICATIONS PHONE & INTERNET	
500-00-51002-001-000		INTERNET	69.99
500-00-51003-000-000		TELEPHONE	165.61
Total			235.60

12834	1/14/2019	CITY OF ABBOTSFORD JAN BILL	
500-00-51003-003-000		WATER JAN	81.03
Total			81.03

12835	1/14/2019	COLBY ABBOTSFORD PROFESSIONAL POLICE DEC DUES	
500-00-21115-000-000		UNION DUES PAYABLE DEC	292.60
Total			292.60

12836	1/14/2019	COLBY CHRYSLER CENTER AUTO MAINTENANCE	
500-00-51006-000-000		AUTOMOBILE MAINTENANCE 75849	39.75

Dated From: From Account:
 Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	88.97
		75900	
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	419.61
		74778	
Total			548.33

12837 1/14/2019 COMPUTER TR INC.
 NEW MOUSE, NEW COMPUTER, SERVICE CALL

500-00-51017-000-000		COMPUTER MAINTENANCE	122.50
		SERVICE CALL	11813
500-00-51017-000-000		COMPUTER MAINTENANCE	1,194.50
		NEW COMPUTER	11913
500-00-51012-000-000		MISCELLANEOUS EXPENSE	24.99
		NEW MOUSE	11909
Total			1,341.99

12838 1/14/2019 CONWAY SHIELD
 PATCHES Previous Year Expense

500-00-51007-000-000		CLOTHING ALLOWANCE	421.67
		0433377-IN	
Total			421.67

12839 1/14/2019 DELTA DENTAL OF WISCONSIN
 JAN PREMIUMS

500-00-51004-408-000		INSURANCE - DENTAL	664.20
		JAN	1243373
Total			664.20

12840 1/14/2019 DESIGNER ADVERTISING
 PATCHES Previous Year Expense

500-00-51007-000-000		CLOTHING ALLOWANCE	51.00
		52640	
500-00-51012-000-000		MISCELLANEOUS EXPENSE	39.00
		52639	
Total			90.00

12841 1/14/2019 FOURMENS FARM HOME-COLBY
 BATTERIES, OIL, CLEANER Previous Year Expense

500-00-51018-000-000		EQUIPMENT	49.93
		EQUIPMENT	

1/11/2019 3:02 PM

Check Register - Full Report - ALL
 ALL Checks
 POLICE CHECKING NOW

Page: 3
 ACCT

Dated From:
 Thru:

From Account:
 Thru Account:

Check Nbr	Check Date	Payee	Amount
500-00-51019-001-000 K9		DRUG/SEARCH DOG	9.99
500-00-51012-000-000 OIL		MISCELLANEOUS EXPENSE	14.97
500-00-51010-005-000 SUPPLIES		JANITORIAL SUPPLIES	7.48
Total			82.37

Check Nbr	Check Date	Payee	Amount
12842	1/14/2019	HEARTLAND NAPA AUTO MAINT, MISC	Previous Year Expense
500-00-51012-000-000		MISCELLANEOUS EXPENSE	24.99
			285637
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	24.99
			282620
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	5.99
			287693
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	29.94
			285991
Total			85.91

Check Nbr	Check Date	Payee	Amount
12843	1/14/2019	HOLIDAY COMMERCIAL DEC FUEL	Previous Year Expense
500-00-51002-000-000		FUEL	354.63
Total			354.63

Check Nbr	Check Date	Payee	Amount
12844	1/14/2019	JAKEL PLUMBING FURNANCE REPAIR	Previous Year Expense
500-00-51017-002-000		BUILDING MAINTENANCE	89.00
			19114
Total			89.00

Check Nbr	Check Date	Payee	Amount
12845	1/14/2019	KAUFFMAN AUTO SERVICE OIL CHANGE	Previous Year Expense
500-00-51006-000-000		AUTOMOBILE MAINTENANCE	37.93
			10839
Total			37.93

Check Nbr	Check Date	Payee	Amount
12846	1/14/2019	KWIK TRIP INC DEC FUEL	Previous Year Expense

POLICE CHECKING NOW

Dated From: From Account:
 Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
500-00-51002-000-000		FUEL	739.03
	DEC		
Total			739.03
<hr/>			
12847	1/14/2019	MARATHON COUNTY TREASURER	
		PRELIMINARY HEARING TESTIFER, 3 QUARTERS	Previous Year Expense
500-00-51001-000-000		SALARIES	138.92
		I0014780	
Total			138.92
<hr/>			
12848	1/14/2019	MENDEZ, JOHN	
		INTERPERTER FEES	
500-00-51019-000-000		INVESTIGATIONS	30.00
		1/8, 6:15PM-7:15PM	
Total			30.00
<hr/>			
12849	1/14/2019	N.C.C.P.A	
		2019 CHIEFS DUES	
500-00-51012-000-000		MISCELLANEOUS EXPENSE	25.00
		CHEIFS ASSOC DUES 2019	
Total			25.00
<hr/>			
12850	1/14/2019	NICOLET NATIONAL BANK	
		SUPPLIES/EQUIP/CLOTHING/TRAINING/FUEL	
500-00-51010-000-000		OFFICE SUPPLIES	115.81
500-00-51007-000-000		CLOTHING ALLOWANCE	452.93
500-00-51018-000-000		EQUIPMENT	84.39
500-00-51009-000-000		TRAINING	279.06
500-00-51002-000-000		FUEL	81.25
Total			1,013.44
<hr/>			
12851	1/14/2019	POSTMASTER	
		ROLL OF STAMPS	
500-00-51010-000-000		OFFICE SUPPLIES	50.00
Total			50.00

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Check Register - Full Report - ALL
 ALL Checks
 POLICE CHECKING NOW

Page: 5
 ACCT

Dated From: From Account:
 Thru: Thru Account:

Check Nbr	Check Date	Payee	Amount
12852	1/14/2019	PROVISION PARTNERS	
DEC FUEL		Previous Year Expense	
500-00-51002-000-000	FUEL		37.00
DEC			
Total			37.00
12853	1/14/2019	SECURITY HEALTH PLAN	
FEB PREMIUMS			
500-00-51004-407-000	HEALTH INSURANCE		9,895.18
FEB			
Total			9,895.18
12854	1/14/2019	THE UNIFORM SHOPPE OF GREEN BAY, INC	
LEICHTNAM-JACKET/ARMOUR		Previous Year Expense	
500-00-51007-000-000	CLOTHING ALLOWANCE		154.49
		283936	
500-00-51007-000-000	CLOTHING ALLOWANCE		1,110.00
		284089	
Total			1,264.49
12855	1/14/2019	TITAN PUBLIC SAFETY SOLUTIONS, LLC	
ANNUAL SUPPORT FOR TIPSS			
500-00-51016-000-000	COMPUTER SOFTWARE MAINTENANCE		5,694.00
ANNUAL SUPPORT		4551	
Total			5,694.00
12856	1/14/2019	TU MARK PRINTING	
LETTERHEAD		Previous Year Expense	
500-00-51010-000-000	OFFICE SUPPLIES		115.00
		29221	
Total			115.00
12857	1/14/2019	WE ENERGIES	
JAN			
500-00-51003-001-000	HEAT		469.78
11/12-12/13			
Total			469.78
12858	1/14/2019	WI CHIEFS OF POLICE ASSOCIATION, INC	
2019 MEMBERSHIP DUES			

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Check Register - Full Report - ALL
ALL Checks
POLICE CHECKING NOW

Page: 6
ACCT

Dated From:
Thru:

From Account:
Thru Account:

Check Nbr	Check Date	Payee	Amount
500-00-51012-000-000 2019		MISCELLANEOUS EXPENSE	130.00
		Total	130.00
12859 11/17-12/18	1/14/2019	XCEL ENERGY	
		Previous Year Expense	
500-00-51003-002-000 11/17-12/18		ELECTRIC	406.81
		Total	406.81
		Grand Total ^{1/14}	24,729.06

Grand Total:
\$25,912.27

**COLBY-ABBY POLICE
BANK RECONCILIATION ACCT# 4001940**

11/30/2018

Outstanding Checks			
No.	Amount	No.	Amount
DMV	1,374.50		
CVR	286.00		

Balance per Bank 17,658.38
Less Outstanding 1,660.50

Plus deposit in Transit
Adjusted bank balance **\$ 15,997.88**

Beginning Balance per general 16,626.42

Deposits:

	400.00
	1,779.19
7,148.15 -JE	1,015.75
	2,360.25
	1,586.00
Interest	6.96

Checks written:

DMV	7,490.69
CVR	286.00
7,776.69 -JE	

Other:

Balance per General Ledger **\$ 15,997.88**

Designated Funds for the Colby/Abbotsford Police Dept		
	Auto Fund	Retirement Fund
Jan. 1, 2018 Balance	\$55,971.67	\$14,495.70
Budget amount for 2018	\$13,200.00	\$0.00
New Squad from Colby Chrysler 6/7/18	-\$27,150.00	
Equipment in new squad 6/9/18	-\$2,860.50	
Title and registration 7/9/18	-\$193.00	
Equipment in new squad 8/13/18	-\$5,209.39	
December 31, 2018 Balance	\$33,758.78	\$14,495.70
	TOTAL DESIGNATED FUNDS	
	\$48,254.48	

Police Checking Balance 12/31/18	200,653.37
Designated Funds	48,254.48
TOTAL WORKING CASH 12/31/18	152,398.89

RESOLUTION 1-2019
APPROVING AMENDMENTS TO THE 2018 BUDGET

Whereas, certain authorized expenditures within the adopted 2018 Annual Budget need to be reallocated; and

Whereas, according to Wisconsin Statutes no appropriations remain overexpended at year end within the annual budget;

NOW, THEREFORE, BE IT RESOLVED by the Police Commission of the Abbotsford and Colby Common Councils that the 2018 budget be amended as follows:

Reallocation as follows:

REVENUES:

500-43004-000	INTEREST	+ 1,500.00
500-43005-000	OTHER INCOME - TEMP PLATE	+ 1,000.00
500-43005-411	OTHER INCOME - DONATIONS	+ 10,000.00
500-43005-413	GRANTS	+ 3,000.00
500-43005-414	MISC. REVENUES	+ 9,000.00
500-43005-412	CARRYOVER FROM FUND BALANCE	+ <u>22,000.00</u>
	TOTAL ADJUSTMENTS TO REVENUES	46,500.00

EXPENSES:

500-51001	SALARIES	+ 20,500.00
500-51003	TELEPHONE	+ 500.00
500-51004-407	HEALTH INSURANCE	+ 600.00
500-51006	AUTO MAINTENANCE	+ 3,900.00
500-51007	CLOTHING ALLOWANCE	+ 1,900.00
500-51010-005	JANITORIAL SUPPLIES	+ 300.00
500-51012	MISCELLANEOUS EXPENSE	+ 600.00
500-51013	STATE RETIREMENT-DEPT SHARE	+ 3,500.00
500-51017	COMPUTER MAINTENANCE	+ 22,000.00
500-51018	EQUIPMENT	+ 4,600.00
500-51019	INVESTIGATIONS	+ 500.00
500-51002	FUEL	- (5,000.00)
500-51004-408	INSURANCE - DENTAL	- (1,000.00)
500-51004-409	WORKERS COMPENSATION	- (1,000.00)
500-51018-001	EQUIPMENT TRANSFERS	- (2,500.00)
500-51021	LEGAL	- (2,000.00)
500-51025	CLOTHING - VESTS	- <u>(900.00)</u>
	TOTAL ADJUSTMENTS TO EXPENSES	46,500.00

Adopted this 14th day of January, 2019

Signed: _____

Attest: _____

Carryover funds from 2018 to 2019:
Balances as of 12/31/18

General Fund Balance	\$152,398.89
Automobile/Equipment	\$ 33,758.78
Retirement Benefits	\$ 14,495.70
Police Drug Dog Fund	\$ 14,286.00
Metal Plate Fund	\$ 15,997.88

head. If the dog or cat is suspected to have bitten a person, the veterinarian shall notify the person or the person's physician.

- (e) **Delivery of Carcass; Preparation; Examination by Laboratory of Hygiene.** An officer who kills an animal shall deliver the carcass to a veterinarian. The veterinarian or local health department shall prepare the carcass, properly prepare and package the head of the animal in a manner to minimize deterioration, arrange for delivery by the most expeditious means feasible of the head of the animal to the State Laboratory of Hygiene and dispose of or arrange for the disposal of the remainder of the carcass in a manner which minimizes the risk or exposure to any rabies virus. The Laboratory of Hygiene shall examine the specimen and determine if the animal was infected with rabies. The State Laboratory of Hygiene shall notify the City, the veterinarian which prepared the carcass and, if the animal is suspected to have bitten a person, that person or the person's physician.
- (f) **Cooperation of Veterinarian.** Any practicing veterinarian who is requested to be involved in the rabies control program by an officer is encouraged to cooperate in a professional capacity with the City, the Laboratory of Hygiene, the local health department, the officer involved and, if the animal is suspected to have bitten a person, the person's physician.
- (g) **Responsibility for Quarantine and Laboratory Expenses.** The owner of an animal is responsible for any expenses incurred in connection with keeping the animal in an isolation facility, supervision and examination of the animal by a veterinarian, preparation of the carcass for laboratory examination and the fee for the laboratory examination. If the owner is unknown, the county is responsible for these expenses.

Sec. 7-1-6 Restrictions on Keeping of Dogs, Cats, Fowl and Other Animals.

- (a) **Restrictions.** It shall be unlawful for any person within the City of Colby to own, harbor or keep any dog or cat which:
 - (1) Habitually pursues any vehicle upon any public street, alley or highway in the City.
 - (2) Assaults or attacks any person as described in Subsection (b) or destroys property.
 - (3) Is at large within the limits of the City.
 - (4) Habitually barks or howls to the annoyance of any person or persons. (See Section 7-1-11.)
 - (5) Kills, wounds or worries any domestic animal.
 - (6) Is known by such person to be infected with rabies or to have been bitten by an animal known to have been infected with rabies.
 - (7) In the case of a dog or cat, is unlicensed.
- (b) **Vicious Dogs and Animals.**
 - (1) No vicious dog shall be allowed off the premises of its owner unless muzzled or on a leash in charge of the owner or a member of the owner's immediate family over sixteen (16) years of age. For purposes of enforcing this Section, a dog shall be deemed as being of a vicious disposition if, within any twelve (12) month period it

City of Colby

- bites two (2) or more persons or inflicts injury requiring medical attention to one (1) person in unprovoked circumstances off the owner's premises.
- (2) No person shall harbor or permit to remain on his premises any animal that is habitually inclined toward attacking persons or animals, destroying property, barking excessively or making excessive noises or running after motorized or non-motorized vehicles.
- (c) **Animals Running at Large.**
- (1) No person having in his possession or ownership any animal or fowl shall allow the same to run at large within the City. The owner of any animal, whether licensed or unlicensed, shall keep his animal tied or enclosed in a proper enclosure so as not to allow said animal to interfere with the passing public or neighbors. Any animal running at large shall be seized and impounded by an animal control or law enforcement officer.
- (2) A dog or cat shall not be considered to be running at large if it is on a leash and under control of a person physically able to control it or is trained and in the immediate company of a person to which it immediately responds and obeys (e.g., a dog playing a game of fetch in a field, or walking alongside its owner or a member of the owner's immediate family) if such person is over the age of twelve (12) years.
- (d) **Owner's Liability for Damage Caused by Dogs; Penalties.** The provisions of Section 174.02, Wis. Stats., relating to the owner's liability for damage caused by dog or cats together with the penalties therein set forth are hereby adopted and incorporated herein by reference.
- (e) **Animals Restricted on Public Grounds and Cemeteries.** No dog or cat shall be permitted in any public playground, school grounds, public park, beach, or swimming area within the City unless such dog or cat is on a leash and under control. Dogs and cats are prohibited from being in cemeteries. Every dog specially trained to lead blind persons shall be exempt from this Section.

Cross-Reference: Section 7-1-8.

Sec. 7-1-7 Impoundment of Animals.

- (a) **Animal Control Agency.**
- (1) The City of Colby may contract with or enter into an agreement with such person, persons, organization or corporation to provide for the operation of an animal shelter, impoundment of stray animals, confinement of certain animals, disposition of impoundment animals and for assisting in the administration of rabies vaccination programs.
- (2) The City of Colby does hereby delegate any such animal control agency the authority to act pursuant to the provisions of this Section.

City of Colby

Colby

Chapter 1

Law Enforcement

- 5-1-1 Colby-Abbotsford Police Commission
- 5-1-2 General Powers of Police Officers
- 5-1-3 Civilians to Assist

Sec. 5-1-1 Colby-Abbotsford Police Commission.

- (a) **Creation.** Pursuant to Sections 66.30 and 52.13(2m), Wis. Stats., and other applicable Wisconsin law, the City of Colby and the City of Abbotsford shall provide police services through the "Colby-Abbotsford Police Department", a joint police department. There shall be a "Colby-Abbotsford Police Commission" which shall facilitate administration of the Colby-Abbotsford Police Department for both cities as provided herein and perform the duties of a police commission under Section 62.13(3),(4) and (5), Wis. Stats., in lieu of separate police and fire commissions.
- (b) **Composition.** The Colby-Abbotsford Police Commission shall consist of six (6) members. Three (3) members shall be appointed by the mayor of the City of Colby and three (3) members shall be appointed by the mayor of the City of Abbotsford, from members of the city councils, subject to confirmation by each respective council. Commission members shall serve annual terms, commencing immediately after the April re-organizational meeting of each respective city council in the year of appointment, except each commissioner shall serve until his or her successor is appointed and qualified. Vacancies shall be filled as original appointments. Commission members serving as of the date of this Section/ordinance (August 6, 2013) shall continue to serve as commission members for the remainder of their term.
- (c) **Contract; Renewal.** Adoption of this Section by both participating cities constitutes a binding contract under Sections 62.13(2m) and 66.30, Wis. Stats., and is an amendment of the original agreement enacted by mutual ordinance by the cities of Colby and Abbotsford in 1969. This is an annual agreement running from May 1 of each year, which will automatically renew for successive terms of one (1) year, unless either municipality notifies the other, in writing, at least sixty (60) days before the expiration of any term, of its intention to withdraw from the joint Police Department and Commission at the end of such term.

Colby

- (d) **Organization.** The joint Police Commission shall elect a Chairperson, a Vice-Chairperson, and such other officers as may in its judgment be necessary, and keep an actual written record of its proceedings to include all actions taken. **The function of recording secretary shall be rotated each month between the Colby City Clerk-Treasurer and the Abbotsford City Clerk-Treasurer.** Members of the Police Commission shall be compensated for regular attendance in the same manner as attendance of committees duly established by the council and mayor, and shall be considered a meeting as a law enforcement committee of each respective council while meeting as a joint Police Commission.
- (e) **Rules and Regulations.** The Commission shall establish rules and regulations for the performance of its duties and where not specifically set forth otherwise as to the conduct of meetings, "Roberts Rules of Order" shall prevail.
- (f) **Duties and Authority.**
- (1) The mayor of each city shall be the head of the police department with regard to law enforcement activities in their respective cities. The Chief of Police shall obey all lawful written orders of the mayors or city councils of each city as to matters within the respective jurisdictions of said mayors or city councils.
 - (2) The Police Commission shall, subject to the approval of both city councils, direct the operation of the joint Police Department, such as to contracts for and of purchase squad cars, apparatus and supplies, and authorize payment of bills, salaries, and other expenses. The Police Commission shall monthly submit to the city councils of Abbotsford and Colby its actions and accounts for review by each city council. Submission in the form of meeting minutes and account worksheets shall be sufficient, unless further documentation is necessary or requested after consideration of the minutes and accounts as submitted. However, the Police Commission may pay the following obligations prior to submission for approval to the city councils:
 - a. Employee salaries and benefits in amounts previously approved by each city council;
 - b. Expenditures for supplies or services not greater than Two Thousand Five Hundred Dollars (\$2,500.00);
 - c. Any other continuing expenditures approved by written resolution or both city councils.
 - (3) All collective bargaining agreements and employee compensation determinations shall be approved by both common councils, and the mayors of each city shall sign any collective bargaining agreement on behalf of their respective cities.
 - (4) Any and all contracts, obligations, policies or actions of the Colby-Abbotsford Police Commission entered, conducted, and decided or determined prior to enactment of this Section are hereby approved and ratified.
 - (5) Appointment of subordinates shall be in accordance with Section 62.13(4), Wis. Stats., within the limitation of available funds. The municipal clerks of each respective municipality shall swear in all police officers. Prior to the first day of October of

each year, the Police Commission shall submit to the Common Council of the City of Abbotsford and the Common Council of the City of Colby an annual budget for the ensuing year, and file the same with the respective municipal clerks of each municipality. Upon the approval of each governing council, a determined percentage shall be included in each municipal budget. The designated municipality shall handle the accounting of the Colby-Abbotsford Police Commission, unless the Colby-Abbotsford Police Commission takes action to change the procedure. Checks drawn on the account of the Joint Police Commission shall be signed by the Chairperson, Vice-Chairperson or Mayor and City Clerk/Deputy Clerk of the municipality handling the funds for the year payment is being made. Each municipal governing body may, from time-to-time, also request a report as to activities and expenditures of the Commission.

- (6) The designated municipality shall pay from the funds so appropriated the expenses of administration. All expenditures shall be made by orders of the respective clerks of the municipal unit drawn upon to pay bills that have been ordered and approved by the Police Commission and approved in accordance with this Section, and presented to the respective municipal clerks. The Police Commission shall not contract any liability in excess of the budget of said commission authorized by the respective governing bodies and such other income as shall be received by the Commission.

Sec. 5-1-2 General Powers of Police Officers.

Every member of the Police Department shall:

- (a) Familiarize himself/herself with the ordinances of the City and the Statutes and attend to the enforcement of such ordinances by all lawful means.
- (b) Help prevent crimes, misdemeanors and violations of City ordinances and protect the health, safety, public peace and order of the City of Colby and its inhabitants.
- (c) Report all street and sidewalk obstructions, unlighted street lamps, unlawful street signs or signals, and defective or dangerous streets and sidewalks to the appropriate person or organization responsible for their repair or service.
- (d) Maintain order at the scene of a fire or any other fire response within the City of Colby.
- (e) See that the necessary permits and licenses issued by the State or City are in the possession of or properly displayed by any person engaged in an activity or business within the City for which such permit or license is required and that the terms of such permits or licenses are complied with.
- (f) Perform such other lawful duties as ordered by the Chief of Police or his/her authorized representative.

Sec. 5-1-3 Civilians to Assist.

All persons in the City, when called upon by any police officer or peace officer, shall promptly aid and assist him/her in the execution of his/her duties and whoever shall neglect or refuse to

Title 5 ▶ Chapter 1

Law Enforcement

- 5-1-1 Colby-Abbotsford Police Commission
- 5-1-2 General Powers of Police Officers
- 5-1-3 Maintenance of Personnel Records and Performance Evaluations
- 5-1-4 Civilians to Assist

Sec. 5-1-1 Abbotsford–Abbotsford Police Commission.

- (a) **Creation.** Pursuant to Sections 66.30 and 52.13(2m), Wis. Stats., and other applicable Wisconsin law, the City of Abbotsford and the City of Abbotsford shall provide police services through the "Colby-Abbotsford Police Department", a joint police department. There shall be a "Colby-Abbotsford Police Commission" which shall facilitate administration of the Colby-Abbotsford Police Department for both cities as provided herein and perform the duties of a police commission under Section 62.13(3),(4) and (5), Wis. Stats., in lieu of separate police and fire commissions.
- (b) **Composition.** The Colby-Abbotsford Police Commission shall consist of six (6) members. Three (3) members shall be appointed by the mayor of the City of Abbotsford and three (3) members shall be appointed by the mayor of the City of Abbotsford, from members of the city councils, subject to confirmation by each respective council. Commission members shall serve annual terms, commencing immediately after the April re-organizational meeting of each respective city council in the year of appointment, except each commissioner shall serve until his or her successor is appointed and qualified. Vacancies shall be filled as original appointments. Commission members serving as of the date of this Section/ordinance (August 6, 2013) shall continue to serve as commission members for the remainder of their term.
- (c) **Contract; Renewal.** Adoption of this Section by both participating cities constitutes a binding contract under Sections 62.13(2m) and 66.30, Wis. Stats., and is an amendment of the original agreement enacted by mutual ordinance by the cities of Abbotsford and Abbotsford in 1969. This is an annual agreement running from May 1 of each year, which will automatically renew for successive terms of one (1) year, unless either municipality notifies the other, in writing, at least sixty (60) days before the expiration of any term, of its intention to withdraw from the joint Police Department and Commission at the end of such term.

- (d) **Organization.** The joint Police Commission shall elect a Chairperson, a Vice-Chairperson, and such other officers as may in its judgment be necessary, and keep an actual written record of its proceedings to include all actions taken. The function of recording secretary shall be rotated each month between the Abbotsford City Clerk-Treasurer and the Abbotsford City Clerk-Treasurer. Members of the Police Commission shall be compensated for regular attendance in the same manner as attendance of committees duly established by the council and mayor, and shall be considered a meeting as a law enforcement committee of each respective council while meeting as a joint Police Commission.
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 - (3) All collective bargaining agreements and employee compensation determinations shall be approved by both common councils, and the mayors of each city shall sign any collective bargaining agreement on behalf of their respective cities.
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- (c) Report all street and sidewalk obstructions, unlighted street lamps, unlawful street signs or signals, and defective or dangerous streets and sidewalks to the appropriate person or organization responsible for their repair or service.
- (d) Maintain order at the scene of a fire or any other fire response within the City.
- (e) See that the necessary permits and licenses issued by the State or City are in the possession of or properly displayed by any person engaged in an activity or business within the City for which such permit or license is required and that the terms of such permits or licenses are complied with.
- (f) Perform such other lawful duties as ordered by the Chief of Police or his/her authorized representative.

Alby

Law Enforcement

5-1-3

Sec. 5-1-3 Maintenance of Personnel Records and Performance Evaluations.

The Chief of Police shall cause to be maintained adequate personnel records of employment, assignment, promotions, attendance, performance and training for all members of the Department. The Chief of Police shall also comply with all provisions of the Law Enforcement Standards Board in regard to background investigations. The Chief of Police shall keep himself/herself adequately informed of the activities of the Department and be assured that the duties of his/her subordinates are properly discharged. The Chief of Police shall formulate procedures for recognizing outstanding performance by Department members for investigating complaints of misconduct by any Department member and for taking appropriate disciplinary action subject to the provisions of the applicable statutes and Rules of the Department.

Sec. 5-1-4 Civilians to Assist.

All persons in the City, when called upon by any police officer or peace officer, shall promptly aid and assist him/her in the execution of his/her duties and whoever shall neglect or refuse to give such aid or assistance shall be subject to the general penalty as provided in Section 1-1-7 of this Code of Ordinances.

WATER SERVICE RATES - 2018

*Per meter size

Type of Service	Base Cost	Type of Service	Base Cost	Type of Service	Base Cost
Garbage w/cart	\$9.76	Sewer 5/8"	\$27.04	Public Fire 5/8"	\$15.09
Garbage w/o Cart	\$8.81	Sewer 1"	\$67.58	Public Fire 1"	\$37.80
Water 5/8"	\$10.30	Sewer 1 1/4"	\$73.56	Public Fire 1 1/4"	\$55.93
Water 1"	\$15.45	Sewer 1 1/2"	\$135.15	Public Fire 1 1/2"	\$75.50
Water 1 1/4"	\$20.60	Sewer 2"	\$216.24	Public Fire 2"	\$120.82
Water 1 1/2"	\$25.75	Sewer 3"	\$405.45	Public Fire 3"	\$226.6
Water 2"	\$36.05	Sewer 4"	\$675.75	Public Fire 4"	\$408.91
Water 3"	\$56.65			Public Fire 6"	\$754.99
Water 4"	\$87.55				
Water 6"	\$154.50				
Water Recon Fee	\$45.00				
Water Recon After Hrs	\$60.00				

Minimum monthly base charge for a residential 5/8" meter is \$52.43 without garbage service.

- Base charge with garbage service without cart \$61.24
- Base charge with garbage service with cart \$62.19



CBS Squared, Inc.
770 Technology Way
Chippewa Falls, WI 54729
715-861-5226

City of Abbotsford
Dan Grady
203 N First Street
PO Box 589
Abbotsford, WI 54405

Invoice number 5015
Date 01/11/2019

Project **City of Abbotsford-WWTP Construction Engineering (ABBOT15002)**

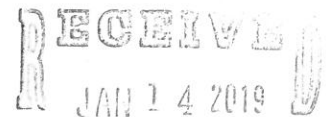
Wastewater Collection Const. Eng
Professional Fees

	Hours	Rate	Billed Amount
Alex Jaromin Staff Engineer	18.50	75.00	1,387.50
Jody Strand Administrative Assistant	16.50	54.00	891.00
Jon Strand Project Manager	3.50	125.00	437.50
Liz Rubenzer Staff Engineer	19.00	75.00	1,425.00
Ryan Hunt Senior Technician	9.00	85.00	765.00
Tianna Pitas Staff Engineer	68.75	75.00	5,156.25
Professional Fees subtotal	135.25		10,062.25

Reimbursables

	Units	Rate	Billed Amount
Meals actual cost	1.00	24.13	24.13
Reimbursables subtotal			24.13
Phase subtotal			10,086.38

Invoice total **10,086.38**



Payment due upon receipt of invoice. Make all checks payable to CBS Squared, Inc.

BY:

COPPER VARIANCE APPLICATION FORM FOR MUNICIPAL PERMITTEES

*Section 283.15, Wisconsin Statutes requires that a permittee who wishes to apply for a variance shall submit an application for a variance within 60 days after the department issues, reissues or modifies the permit. **This form is not required** but is provided to help applicants provide complete submittals. Attach additional sheets if needed for full explanations.*

1. Permittee name City of Abbotsford
 Contact name John Smith, WWTP Operator
 Mailing address P.O. Box 589, 203 N. First St, Abbotsford, WI 54405
 Permit number WI 000314109-0 Date permit was issued 4-1-2018

2. Effluent limits (list all that apply)
 Daily maximum - 35 $\mu\text{g/L}$ 0.46 lbs/day
 Weekly average - 22 $\mu\text{g/L}$ _____ lbs/day

3. Supply monitoring data (You may use attached Monitoring Data Table to report data).
 Be sure to attach the laboratory data quality submittal from your lab.

4. Treatment changes - What changes could be made that might enhance treatment for copper. Raise pH in water system

 Estimated costs of these changes \$ 45,000
 How did you estimate costs? cost of chemical feeders, tanks, room construction, piping changes

5. Industrial contributors to the wastewater collection system (you may use attached Collection System Monitoring Data Table to report monitoring data)

 Are there industrial contributors of copper? Yes
 If no, how do you know? _____
 If yes, provide details (include attachment if more than one entity)
 Industry name All Metal Stamping
 Type of industry Metal Fabrication
 Average flow from industry 16,000 gallons/month
 Average concentration of copper in discharge 20.95 ug/l - see AMS copper test results attached

6. Contributions from corrosion of water supply piping in service area - Please describe the water supply or supplies (municipal wells, private wells, combination of municipal and private wells, surface water).
Municipal Wells

For each source, indicate if the water supply receives chemical or other treatment and provide measures of the corrosive characteristics (pH, alkalinity, hardness, or results of a stability index). If data for corrosive characteristics are not available, it would be good to take samples for testing for those water quality characteristics.

<u>Source</u>	<u>Describe Treatment</u>	<u>Corrosive characteristics</u>
<u>Municipal Wells</u>	<u>Aeration</u>	pH finished water avg 7.02 (see bench sheets), pH by lab 7.39, alk 93-140mg/l, hardness 160-190 mg/l as CaCO ₃ - WDNR database
_____	_____	lead and copper compliance sampling is available.

- 7. Sludge levels - Please supply sludge copper levels (mg/Kg) for the last 5 years. If you have a pond or lagoon system, supply any results of testing for copper.

<u>Year</u>	<u>Test 1</u>	<u>Test 2</u>	<u>Test 3</u>	<u>Test 4</u>	<u>Yearly Average</u>
<u>2016</u>	_____	_____	_____	_____	<u>913 mg/kg</u>
<u>2015</u>	_____	_____	_____	_____	<u>887 mg/kg</u>
<u>2014</u>	_____	_____	_____	_____	<u>871 mg/kg</u>
<u>2013</u>	_____	_____	_____	_____	<u>882 mg/kg</u>
<u>2012</u>	_____	_____	_____	_____	<u>916 mg/kg</u>

No sludge spreading after 2016 - new WWTP uses reed bed system.

- 8. Whole effluent toxicity - If you test for whole effluent toxicity (WET), have you had failures that could be attributed to metals toxicity? No If yes and you have a WET permit limit, do you wish to request a variance for WET as well as copper? N/A

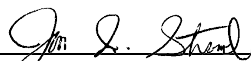
- 9. Interim limits - The Department will use a statistical calculation to set limits that you can currently meet. Are there actions that you plan to take in the next few years that will reduce copper concentrations in your effluent? No If yes, please explain.

- 10. Other information - Please supply here any other evidence or explanations of why you believe you should be granted a copper variance. Attach additional sheets, if necessary.

Abbotsford should be granted a variance due to water being non-aggressive and no industry discharging significant copper. Lead and Copper sampling does not indicate a corrosion issue.

- 11. Certification by Authorized Representative - You need to somehow certify the information you are submitting. You may use the following:

I certify that the information contained in this document and all attachments was gathered and prepared under my supervision and based on inquiry of people directly under my supervision that, to the best of my knowledge, the information is true, accurate and complete.


Signature of Authorized Representative

April 30, 2018
Date

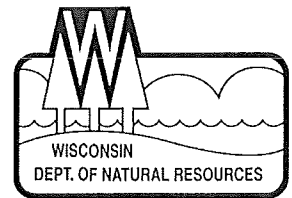
Title Project Engineer

Phone # 715.861.7428 or cell 715.829.7979

Address CBS Squared Inc., 770 Technology Drive, Chippewa Falls, WI 54729

State of Wisconsin
 DEPARTMENT OF NATURAL RESOURCES
 1300 W. Clairemont Ave.
 Eau Claire WI 54701

Scott Walker, Governor
 Daniel L. Meyer, Secretary
 Telephone 608-266-2621
 Toll Free 1-888-936-7463
 TTY Access via relay - 711



June 5, 2018

Mr. Todd Medenwaldt
 CITY OF ABBOTSFORD
 PO Box 589
 Abbotsford, WI 54405

Subject: Notice of Variance Application Incompleteness
 ABBOTSFORD WASTEWATER TREATMENT FACILITY
 WPDES Permit No. WI-0023141-09

Dear Mr. Medenwaldt:

The Department of Natural Resources (Department) received an application for a variance on May 30, 2018 for the Abbotsford Wastewater Treatment Facility due to new water quality based effluent limitations for copper that become effective on April 1, 2021. Pursuant to s. 283.15, Wis. Stats., a variance application shall be submitted to the Department within 60 days of a permit reissuance. The City of Abbotsford's WPDES permit was reissued on March 13, 2018 with an effective date of April 1, 2018. The Department will consider the variance request however, please be advised that it was received after the required timeframe.

The purpose of this letter is to notify you that the submitted variance application is incomplete and additional information is requested. Please understand that the application will not be considered complete until the following information is submitted to the Department:

1. Operating costs of the proposed pH adjustment system along with a reasonable schedule for planning and accomplishing the work.
2. Information which establishes the significance of industrial and commercial wastewater sources versus domestic wastewater sources of the pollutant for which a variance is requested. An approximate mass-balance calculation of treatment system loadings from all sources is recommended for this purpose.
3. Effluent limitations which the permittee believes it can currently achieve.
4. Effluent limitations which the permittee believes it can achieve at some later date during the term of the variance and the corresponding schedule which would be followed to meet these limitations.
5. A determination if it is believed that the effluent limitations can be met at any time during the term of the permit. This determination should be made with consideration of the schedule of actions for copper included in the permit.
6. A detailed discussion of evidence and reasons a variance is warranted based on the following grounds:
 - a. Meeting the standard will cause substantial and widespread adverse social and economic impacts in the area where the permittee is located. This demonstration must include a financial impact analysis containing an estimate of the capital, operation and maintenance and financing costs,

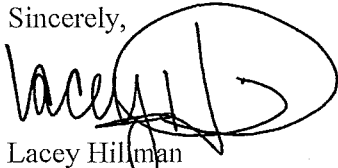
translated into an annualized cost, of potential changes identified to enhance treatment or source reduction of flows coming to the treatment facility or which would reduce the discharge of copper **compared with an analysis of the financial affordability.**

Analysis of the financial affordability - an estimate of how much annual municipal revenue would need to increase, taking into account any offsetting state shared revenues if the most cost-effective pollutant control option was implemented and how this would affect user fees if user fees were used to finance the costs. This analysis shall also compare projected user fees with user fees in similar communities.

The Department is requesting this additional information pursuant to s. NR 200.24, Wis. Adm. Code and s. 283.15, Wis. Stats. **If the above-information is not provided within 30 days of receipt of this request, then the Department may deny the application.** An application for a water quality standards variance may then be submitted again at the time the permit is reissued or modified in the future.

If you have any questions, then please contact me at (715) 401-3170 or by email at Lacey.Hillman@wisconsin.gov .

Sincerely,

A handwritten signature in black ink, appearing to read "Lacey Hillman", is written over a circular stamp or seal.

Lacey Hillman
West Central Region, Wastewater Supervisor

Cc: File

John Smith, PO Box 589, Abbotsford, WI 54405 (e-copy)

Jon Strand, PE, Project Manager CBS Squared, Inc. (e-copy)

Hillman, Lacey C - DNR

From: Jon Strand <jstrand@cbssquaredinc.com>
Sent: Monday, July 02, 2018 7:49 AM
To: Hillman, Lacey C - DNR
Cc: Todd Medenwaldt (tmed@ci.abbotsford.wi.us); John Smith (j.smith@ci.abbotsford.wi.us)
Subject: City of Abbotsford Copper Variance Response

Lacey,

The City of Abbotsford has decided not to pursue the copper variance. The additional requirements presented indicate that the likely outcome is that the City will need to increase the pH of the drinking water. The City is now beginning preliminary planning for sodium hydroxide addition for the drinking water.

Jon Strand, PE, Project Manager
CBS Squared, Inc. 770 Technology Way, Chippewa Falls, WI 54729
Direct: 715.861.7428 Mobile: 715.829.7979

From: Hillman, Lacey C - DNR <Lacey.Hillman@wisconsin.gov>
Sent: Wednesday, June 6, 2018 4:56 PM
To: John Smith (j.smith@ci.abbotsford.wi.us) <j.smith@ci.abbotsford.wi.us>; Jon Strand <jstrand@cbssquaredinc.com>
Subject: Abbotsford Copper Variance Response

Jon and John,
Please find attached an electronic copy of the copper variance request response letter requesting additional information.

Please contact me with any follow up questions to the letter or possible alternative options.

Sincerely,
Lacey Hillman

We are committed to service excellence.

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

Lacey Hillman

Wastewater Field Supervisor – Bureau of Water Quality
Wisconsin Department of Natural Resources
West Central District – Eau Claire
Phone: 715-401-3170
Lacey.Hillman@wisconsin.gov

From: [Duane Gau](#)
To: ["Jon Strand"; "tmed@ci.abbotsford.wi.us"](#)
Cc: ["Lori Voss"](#)
Subject: RE: Water Test Copper
Date: Monday, July 23, 2018 11:32:44 AM

Jon: Thanks Very Much, I have a better understanding of the matter. Duane

From: Jon Strand [mailto:jstrand@cbssquaredinc.com]
Sent: Wednesday, July 18, 2018 6:55 PM
To: Duane Gau <d.gau@ci.abbotsford.wi.us>; tmed@ci.abbotsford.wi.us
Cc: 'Lori Voss' <ljv401@yahoo.com>
Subject: RE: Water Test Copper

Duane,

Copper testing is completed both for the water system (at designated residential sampling sites) and at the wastewater plant (at the effluent discharge and for biosolids leaving the wastewater plant, currently no biosolids will be leaving the plant for many years).

Water System – Copper and Lead are tested in the same locations (designated residential sample sites). Many years ago there were some exceedances of either lead or copper, but the levels have been in compliance for several years. The maximum contaminant level for copper at residential units is 1300 ug/l (1300 parts per billion).

Wastewater – Copper is tested in the effluent leaving the plant and starting 4/1/2021 will need to meet limits of 35 ug/l (daily max), 22 ug/l (weekly average) and 22 ug/l (monthly average). The City is currently in a monitoring phase. Copper is averaging around 24-26 ug/l and can vary between different tests. The current trend appears to be towards the lower values. As you can see the limit for wastewater is much lower than drinking water, this is due to copper's acute toxicity to aquatic life at much lower doses.

Copper cannot be cost effectively treated at the wastewater treatment plant. It is much more difficult to remove copper once it is in the water. Abbotsford's drinking water naturally has a low pH value of 6.8 to 7.0. Combined with low alkalinity and low hardness Abbotsford water is slightly corrosive. The corrosive nature of the water tends to leach copper from copper pipe materials into the drinking water (there is also biological copper scale that forms in the pipes but this gets very complex). The drinking water then becomes wastewater and the copper levels show up in the wastewater testing. The key to lowering the copper at the wastewater treatment plant is to treat the drinking water with Sodium Hydroxide which adds hardness to the water and raises the pH level (there are other methods, but Sodium Hydroxide appears to be the most cost effective method for Abbotsford's treatment plant configuration).

The subject of copper treatment is more complex than presented above, and I can go into more detail after we have additional testing results. Let me know if this is helpful.

Jon Strand, PE, Project Manager
CBS Squared, Inc. 770 Technology Way, Chippewa Falls, WI 54729
Direct: 715.861.7428 Mobile: 715.829.7979

From: Duane Gau <d.gau@ci.abbotsford.wi.us>
Sent: Wednesday, July 18, 2018 5:42 PM
To: Jon Strand <jstrand@cbssquaredinc.com>; tmed@ci.abbotsford.wi.us
Cc: 'Lori Voss' <lrv401@yahoo.com>
Subject: RE: Water Test Copper

Thanks Jon for the response:

Todd stated the same thing and it has been removed from this agenda. One question, Todd stated the copper results are shown up at the wastewater plant testing. However, he stated that the treating of copper could be at the Water Treatment plant or Wastewater Plant. Where is the copper testing showing up at wastewater plant or water plant?

Thanks
Duane

From: Jon Strand [<mailto:jstrand@cbssquaredinc.com>]
Sent: Wednesday, July 18, 2018 4:25 PM
To: Duane Gau <d.gau@ci.abbotsford.wi.us>; tmed@ci.abbotsford.wi.us
Cc: Lori Voss <lrv401@yahoo.com>
Subject: RE: Water Test Copper

Hi Duane,

I have committed to another meeting for this date and will not be able to be in Abbotsford. Regarding copper, WDNR has given the City a multiyear deadline so we have until April 1, 2021 to show compliance. The system will need to be installed in 2020 to have time to demonstrate compliance. Testing by the utility is showing a trend towards lower copper values so it's probably best to monitor the copper for a year or so before spending any money on design.

I can present the copper information at a future meeting but would like to get a few more months of testing with the current trend line before the meeting. Let me know your thoughts on this. Thanks.

Jon Strand, PE, Project Manager
CBS Squared, Inc. 770 Technology Way, Chippewa Falls, WI 54729
Direct: 715.861.7428 Mobile: 715.829.7979

From: Duane Gau <d.gau@ci.abbotsford.wi.us>
Sent: Wednesday, July 18, 2018 9:01 AM
To: Jon Strand <jstrand@cbssquaredinc.com>; tmed@ci.abbotsford.wi.us

Cc: 'Lori Voss' <ljv401@yahoo.com>

Subject: Water Test Copper

Jon:

I have you on the July 25, 2018 PW-Water-Wastewater Committee Agenda, to go over the results of Copper in Abby's drinking water and you & Todd's recommendation to the City. Please see the attached agenda.

Duane

Duane Gau
Interim Administrator
City of Abbotsford
203 N First Street
Abbotsford, WI 54405

715-223-3444 ext 102
715-223-8891 – fax
715-613-6354 – cell

Population 2,276 (est from January 1, 2017)

Wastewater Treatment Plant Facility Plan

Wastewater Treatment Plant Preliminary Compliance Alternatives Plan Phosphorus Reduction

Abbotsford, Wisconsin

Updated May, 2016

Prepared for:
City of Abbotsford
Abbotsford, Wisconsin

Prepared by:



CBS Squared, Inc.
770 Technology Way
Chippewa Falls, WI 54729
715-861-5226



Jon I. Strand
5-31-2016

Executive Summary

The City of Abbotsford's new Wastewater Treatment Plant on the south east side of the City was placed in operation in 2016. This report provides a preliminary compliance alternatives plan for addressing phosphorus reduction. Portions of the 2013 Facility Plan are incorporated into this 2016 Facility Plan Update-Preliminary Compliance Alternatives Plan in part or in entire sections at the request of the City of Abbotsford. The former Wastewater Treatment Plant was on a site that had limited free space for expansion or replacement. The first WWTP at the former site was constructed in 1961, or 55 years ago.

The City has seen large flow events due to Inflow and Infiltration (I/I). The I/I has been addressed by the City in the public portion of the Sanitary Sewer Collection System. The City has replaced the older pipes with new pipes, and replaced leaky sewer manholes with new sewer manholes in a planned method of attempting to eliminate I/I in the collection system. The City continues to address the I/I issue by completing these improvements as noted in the 2013 Facility Plan.

Based on the 2013 Facility Plan Present Worth Analysis, the most cost effective alternative was to construct the WWTP at the new site with a SBR treatment process. Also, other modifications were made to lower costs. These included a new fine screen at the main lift station instead of the WWTP (allows eliminating a pretreatment building) and using a reed bed sludge storage system (eliminates the sludge press, associated chemicals, press building, and sludge storage building). The estimated capital cost in 2013 dollars for the SBR alternative, which included upgrading the main lift station, plus installing a forcemain to the new site was approximately \$9,200,000. This compared to upgrading the existing WWTP at the existing site at approximately \$12,500,000. The new plant is currently in operation and final. Construction of the new Wastewater Treatment Plant is scheduled to be completed by June 30, 2016.

This Facility Plan Update focuses on phosphorus reduction. Three alternatives for phosphorus reduction are discussed: adaptive management, tertiary filtration, and water quality trading. Adaptive management is least attractive to the City as a phosphorus solution. Tertiary filtration and water quality trading will be pursued as potential solutions and additional information on each of these alternatives will be obtained over the next several months.

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- Appendix B Site Sketch

Wastewater Treatment Plant Facility Plan

Wastewater Treatment Plant

Preliminary Compliance Alternatives Plan

Abbotsford, Wisconsin

1. Introduction

1.1. Purpose and Scope

The purpose of this report is to provide a long-range planning document for the City of Abbotsford that will guide the City through potential changes to the Wastewater Treatment Plant (WWTP) for phosphorus reduction. It is intended to serve as a Facility Plan for the next 20 years, based on the year 2036.

1.2. Planning Background

The 2013 Facility Plan recommended the existing upgrade due to age and too little hydraulic capacity; however, there is now a new phosphorus effluent limit that will be phased in over the next several years. The current WWTP will not be able to meet the phosphorus limit without additional treatment, or by utilizing another acceptable alternative to meet the phosphorus requirement.

The City of Abbotsford's WPDES permit was reissued with a modification on March 1, 2016. The current permit expires on December 31, 2017. The permit contains a requirement to comply with a water quality based effluent limit (WQBEL) of 0.075 mg/l (as an annual average) and 0.225 mg/l (as a monthly average) for total phosphorus by December 31, 2021. This is the deadline the City would have to meet if they decide to construct upgrades to the WWTP to meet the new WQBEL. Upgrading the WWTP to comply with the end-of-pipe WQBEL of 0.075 mg/l is not the only option for compliance, however. The Wisconsin DNR also allows watershed-based compliance options for which the City is eligible. These watershed-based compliance options are termed Adaptive Management (AM) and Water Quality Trading (WQT). A copy of the WPDES Permit is included in **Appendix A**.

2. Project Planning Area

2.1. Location

Abbotsford is located on the border of Clark and Marathon Counties in central Wisconsin, adjacent to State Highway 29. The existing WWTP is located in the southeast corner of the City, and discharges to the nearby Elm Brook.

The new WWTP is located on a site owned by the City and is located approximately 1/4 miles south and east of the former WWTP. Elm Brook is also the discharge from the new WWTP.

3. Existing Facilities

3.1. Location Map

City of Abbotsford – Existing (Former) and New WWTP and Potential Industrial Park Options



3.2. Project History

Wastewater treatment has occurred at the former WWTP site since 1961. A summary of key events related to the WWTP is provided below:

- 1961 - Treatment plant constructed on former site - two stage trickling filter
- 1972 — Covers added to the trickling filters to alleviate freezing
- 1978 - Inflow/Infiltration (I/I) study prepared
- 1979 — Facility Plan prepared - WWTP expansion for industrial loads
- 1980 - Sewer System Evaluation Survey completed
- 1983 - WWTP expansion completed - two stage trickling filter/rotating biological contactor (RBC) process
- 1984 - Four additional RBCs added for industrial capacity (AMPI)
- 1996 - Sludge thickener and sludge cake storage added
- 1997 - Mechanical fine screen added
- 2000 - Phosphorus removal chemical feed system added
- 2004 - Facility Plan completed to accommodate increased industrial loads
- 2007 - Trickling filter media and anaerobic digester equipment replaced, trickling filter covers recoated
- 2009 - Facility Plan submitted per WPDES compliance schedule
- 2009 — Abbyland Foods notifies the City of its intent to leave the City's WWTP
- 2009 - Facility Plan revised based on Abbyland's departure, recommends "No Action"
- 2011- Master Plan of WWTP for long-range planning of improvements
- 2013 Facility Plan revised for WWTP
- 2015 Construction started for new WWTP
- 2016 Construction completed for new WWPT
- 2016 Preliminary Compliance Alternatives Plan competed for phosphorus reduction

3.3. Facility Components

The new WWTP consists of a sequencing batch reactor and upgraded main lift station. The main project elements / components are summarized below:

- Installation of a new 10-inch diameter influent sanitary sewer forcemain at the new wastewater treatment facility site (the proposed replacement of the influent sewage lift station, new influent fine screen unit, and section of the new 10-inch diameter influent sanitary forcemain sewer leading to the new wastewater treatment facility site was previously approved under a separate submittal, DNR Project No. S-2014-0357).
- Installation of a new magnetic-type influent wastewater flow meter and associated manhole station on the section of the new influent forcemain sewer at the new wastewater treatment facility site.
- Installation of a new automatic influent wastewater sampler unit.
- Construction of a new sequencing batch reactor wastewater treatment process consisting of an influent flow splitter box, two parallel treatment tanks including initial reaction zones, diffused aeration system, submersible wastewater mixer units, treated effluent decant assembly, submersible waste sludge withdrawal pumps and associated valve vault structure, and magnetic-type waste sludge flow meter.
- Installation of a new chemical-feed phosphorus reduction system including new bulk and day-use chemical solution storage tanks and associated chemical transfer / feed pumps and piping.

- Installation of a new effluent wastewater sampling unit and associated manhole station.
- Installation of approximately 75-feet of new 16-inch diameter gravity flow effluent outfall sewer terminating at the westerly side of the plant site into a new constructed shallow earthen basin lined with geotextile fabric and graded riprap to dissipate the energy of the effluent prior to overland surface flow into the adjacent wetland and ultimate discharge into Elm Brook.
- Installation of a new aerobic waste sludge digester tank with diffused aeration, decant capability and associated return sewer drain pipe to the plant site recycle flow lift station.
- Installation of a new digested waste sludge pumping station and forcemain to convey the digested sludge from the new aerobic sludge digester tank to the new reed bed sludge dewatering / storage structure.
- Installation of a new four-cell reed bed waste sludge dewatering / storage structure with new synthetic liner and underflow drainage collection and recycle piping system.
- Installation of a plant site recycle flow lift station to receive and convey / return the grit dewatering, digester supernatant and sludge dewatering drainage flows back to the influent channel of the new influent grit removal unit at the head of the new wastewater treatment facility.
- Installation of three new aeration blower units (two for the sequencing batch reactor treatment process and one for the aerobic sludge digester tank).
- Installation of a new on-site standby power emergency generator unit.
- Installation of a new control building for housing the new aeration blower units, chemical storage/feed equipment for the phosphorus reduction system, electrical / mechanical equipment, office, laboratory, restroom, garage, etc.
- Associated electrical, plumbing, HVAC, site grading / landscaping, etc.

The design flow and loading values of the new WWTP are summarized in **Table 1**.

Table 1
NEW WWTP DESIGN FLOW AND LOADING VALUES

Design Year: 2034				
Design Influent Flows (MGD)				
Annual Avg.	Max Month	Max Week	Max Day	Peak Hour
0.323	0.638	1.072	1.573	2.304
Design Avg. Day Loadings (lbs/day)				
BOD	TSS	P	Ammonia/TKN	
663	666	15.6	67/112	

Based on City observations and current flows, it is obvious that I/I occurs in the Abbotsford system. Using flows identified in the 2013 Facility Plan, average per capita wastewater daily flow is 107 gpcd, DWF is 433 gpcd, and WWF is 648 gpcd (no large industrial users). Section 4.0 of the 2013 Facility Plan provides additional detail on the large volume of I/I.

The planning period for the Facility Plan is 20 years, as required by the WDNR. The design year is 2036 for this report. The current population of the City of Abbotsford is 2,310. Based on information from the Wisconsin Department of Administration, the population of the City of Abbotsford is projected to grow by 10% over the next 20 years, resulting in a 2036 population of 2,593.

Residential flows and loadings are projected to increase in proportion to the population, so a proportional 10% increase is expected in flows and loadings. In addition, 30,000 gpd at domestic strength loading is projected for new industrial growth over the next 20 years. Plus, the new WWTP was designed for treating up to 20,000 gpd of holding tank waste. The projected flows and loadings are summarized in **Table 2**. **Table 3** summarizes the treated effluent requirements from the WPDES permit located in **Appendix A**.

Table 2
Current WWTP Flows/Loadings

Parameter	Future Loads
Average Flow	0.323 mgd
Peak Month Flow	0.638 mgd
Peak Week Flow	1.072 mgd
Peak Day Flow	1.573 mgd
Peak Hourly Flow	2.304 mgd (1,600 gpm)
Average BOD ₅ Loading	663 lb/day
Peak Day BOD ₅ Loading	1,682 lb/day
Average TSS Loading	666 lb/day
Peak Day TSS Loading	3,734 lb/day
Average Phosphorus	15.6 lb/day
Average TKN	112 lb/day
Average Ammonia	67 lb/day

Table 3
Effluent Requirements

Parameter	Effluent Limit
BOD	20 mg/l monthly
TSS	20 mg/l monthly
pH	6.0 to 9.0 daily
D.O.	4.0 mg/l daily
Phosphorus	1.0 mg/l monthly (interim limit for 5 years)
Phosphorus	0.075 mg/l 6-month average (next permit)
Phosphorus	0.225 mg/l monthly (next permit)
Ammonia	3.7 mg/l monthly (Jan thru Apr)
Ammonia	4.2 mg/l monthly (May thru Sep)
Ammonia	6.0 mg/l monthly (Oct thru Dec)

4. Summary of Sanitary Sewer Collection System I/I (From 2013 Facility Plan)

The history of the flow into the existing WWTP is that the City has experienced large flows due to Inflow and Infiltration (I/I).

The I/I has been and currently is being addressed by the City in their Public Sanitary Sewer Collection System. Over the years, the City has replaced old collection pipes with new pipes, and replaced leaky sewer manholes with new sewer manholes in a planned method of eliminating I/I in the collection

system. The City has a yearly program of continuing the progress of replacing old collection pipes with new pipes. They are televising sections of the system each year and prioritizing the pipes to be upgraded.

But, the majority of the I/I coming into the system is being attributed to the private sanitary sewer laterals that are not owned by the City but by the residents who own all of the properties that are being served. The hundreds of privately owned laterals that may be allowing I/I into the system cannot be replaced without a monumental cost and construction project that would affect the majority of residents in Abbotsford.

I/I has historically been a significant component of Abbotsford's wastewater system. An I/I analysis and Sewer System Evaluation Survey (SSES) were conducted in the late 1970's and early 1980's, and associated cost-effective I/I rehabilitation construction was completed in conjunction with the 1983 WWTP upgrade project. The I/I and SSES work completed at the time included flow isolation measurements, a surface inspection, subsurface inspection of manholes, a civic survey for inflow sources on private property, smoke and dye testing of suspected storm sewer problem areas and television inspection of selected suspect sanitary sewer lines.

The SSES study identified many I/I sources, and identified which sources were cost-effective to remove. The SSES concluded there were many dispersed, low volume I/I sources that were not cost-effective to remove. The civic survey also concluded that there may have been about 100 to 250 foundation drain connections to the sanitary sewer depending to some degree up the honesty of response to a mailed questionnaire. The questionnaire results also estimated about 275 homes which experienced light to heavy seepage of water through basement walls, which may flow to basement floor drains and into the sanitary sewer system.

A summary of the I/I flows and estimated cost-effective I/I removal from the 1980 SSES study is included in **Table 4**.

Table 4
1980 SSES Cost-Effective I/I Summary

Item	Wet Month Average (gpd)	Peak (gpd)
Infiltration	283,300	254,100
Inflow	360,000	2,176,000
Subtotal prior to EI Rehabilitation	598,300	2,430,100
Less Cost Effective EI	157,240	851,970
Total EI included in WWTP Design	441,060	1,578,130

Additional historic items include an abbreviated assessment of I/I flows made for the first eight months of 2004 to evaluate the I/I flows as compared to the estimates from the 1980's project. Climatological data for Wausau, located about 30 miles east of Abbotsford, was utilized to evaluate precipitation and snowmelt for the 2004 assessment period. A summary of 2004 monthly precipitation as compared to long-term averages is included in **Table 5**.

Table 5
2004 Actual vs. Long-Term Average Precipitation

Month	2004 Precipitation (inches)	Long-term Average (inches)	Comments
January	0.93	1.09	Snow
February	1.97	0.90	Snow
March	2.93	1.92	Snowmelt occurred 3/24/04 to 3/29/04
April	1.36	2.84	Below average precipitation
May	5.06	3.54	Above average precipitation
June	4.68	4.18	Above average precipitation
July	2.41	4.12	Below average precipitation
August	2.42	4.53	Below average precipitation

The snowmelt period of March 24, 2004 to March 29, 2004 was used to assess inflow. Snow on the ground melted from 14 inches on March 23 to 0 inches on March 29. WWTP flows during this period show a sharp increase from around 400,000 gpd on March 23, 2004 to about 1,200,000 gpd, or about 800,000 gpd of inflow on the peak day. Inflow averaged over a 30 day period (March 23 to April 23) was about 50,000 gpd.

Two time periods were evaluated to assess infiltration: May 24 to May 29, 2004 and June 1 to June 8, 2004. These periods followed an extended period of precipitation when groundwater tables would be expected to be high, but had minimal precipitation occurring on the days of assessment. The May 24 to May 29, 2004 period indicates an infiltration rate of about 150,000 to 200,000 gpd.

The June 1 to June 8, 2004 period indicates infiltration of about 150,000 gpd on June 1, then falling to about 50,000 gpd on June 8. Some of the clear water immediately after rainfall events would also be expected to be related to foundation drains, which although technically classified as inflow sources, can produce flow patterns similar to infiltration sources. Foundation drains can discharge the water accumulated adjacent to the foundation for several days after a rainfall event until the soil has drained. Foundation drains can also produce flows proportional to the groundwater elevation if the basement is installed below the groundwater table. Based on the I/I assessment for 2004, it appears I/I is similar to levels established in the 1980's SSES. **Table 6** summarizes I/I estimates contained in the 1983 study and the data from the 2004 assessment.

Table 6
I/I Summary -1983 SSES vs. 2004 Assessment

	1983 SSES	2004 Data Assessment
Average Wet Monthly Flow	441,000 gpd	200,000 gpd ¹
Peak Daily Flow	1,578,130 gpd	1,000,000 gpd ²
1	= 150,000 gpd infiltration plus 50,000 gpd inflow	
2	= 200,000 gpd infiltration plus 800,000 gpd inflow	

Since I/I flows assessed for 2004 appear similar to or less than the 1983 flows estimated after cost-effective I/I rehabilitation, and since new inflow sources are prohibited by ordinance from connection to the sanitary sewer, it is concluded that no further formal I/I or SSES studies be conducted. It is recommended that the City continue its present course of planning for replacement of old sewer lines as was described at the beginning of this section.

5. Need for Phosphorus Reduction Project

5.1. Phosphorus Effluent Limit

The ultimate limit for phosphorus effluent is 0.075 mg/l. The current WWTP can consistently reduce phosphorus to 0.5 mg/l with a combination of biological phosphorus removal and chemical removal but cannot meet the new 0.075 mg/l limit. The existing sequencing batch reactor can reduce phosphorus biologically to approximately 0.8 mg/l. Chemical addition of ferric chloride can consistently reduce the phosphorus in the WWTP effluent to 0.5 mg/l. The WWTP effluent has had some lower phosphorus results but not on a consistent basis. All of the alternatives reviewed had chemical addition to remove phosphorus down to approximately 0.5 mg/l. Because of the limited technology to achieve the proposed stringent limit of 0.075 mg/l, (currently only the MBR alternative may meet the stringent limit), the City is planning on progressing on reviewing other methods. The City will look not only at technology capable of achieving the stringent limit but also alternative methods that are currently available for municipalities. The City will start reviewing final filters, adaptive management, trading, and any other method that is feasible. The City is near the headwater of the Elm Brook watershed, so there are limited sources of phosphorus contributors upstream (one industrial discharger and the City of Abbotsford storm drains). In the watershed there are other sources (farm fields and other land) that would be available for alternative management. Upstream, the one source that exists may be the City's storm drainage. It is possible that modifications can be made to eliminate phosphorus from the City's storm drainage system from entering Elm Brook directly. Ultimately, the City plans on addressing and meeting the requirements through options available. If a physical process eventually needs to be added, there is room on the new site to put in a physical process. See **Appendix B** for the site sketch of the most cost effective alternative for available area for a future phosphorus treatment plus 100% expansion of the WWTP plus area for a flow equalization basin if ever required.

5.2. Preliminary Evaluation of Phosphorus Reduction

The phosphorus currently contained in the effluent is averaging 0.4 mg/l (288 lbs/year) Reducing to 0.5 mg/l using chemical was being planned for all alternatives considered with the new WWTP. The following **Table 7** shows phosphorus components of all alternatives.

Table 7
Total Phosphorus Reduction Required

	Design
Influent Avg 5.8 mg/l	5,700 lbs/year
Effluent at 0.5 mg/l	492 lbs/year
Effluent at 0.075 mg/l	73.8 lbs/year
Removal mass to meet 0.075 mg/l beyond chemical capability	418.3 lbs/year
Removal mass to meet 0.075 mg/l beyond chemical capability	1.15 (lbs/day)

The outfall is to Elm Brook which is in the Upper Big Eau Pleine Water Shed. The point of discharge is classified Limited Aquatic Life in Elm Brook, which has no applicable phosphorus criteria (ephemeral stream). But 6.4 miles downstream, into Dill Creek, the classification is Fish and Aquatic Life (FAL). It is reasonable to assume, the phosphorus in Elm Brook at the point of the WWTP discharge is over the 0.075 mg/l since the flow just above the WWTP discharge is predominantly from the Abbyland Foods, Inc. Industrial WWTP discharge.

5.3. Alternatives

5.3.1. Adaptive Management (AM)

To be eligible for adaptive management, three conditions need to be met.

1. The phosphorus concentration in the receiving water exceeds the applicable water quality criteria. As previously mentioned, the flow at the discharge is predominately from an Industrial WWTP discharge which is over 0.075 mg/l. The initial review is this is met.
2. The amount of phosphorus from nonpoint sources in the watershed exceeds the phosphorus loading from point sources.

Based on the watershed (Upper Big Eau Pleine River), which is approximately 24 miles long by 15 miles wide (in the middle) and the limited communities and industries, plus the amount of agriculture in the area, the initial review is this is met.

3. Filtration or equivalent technology is required to meet the WBEL.

A stringent limit of 0.075 mg/l will need to use technology of filtration or other similar methods. The initial review is this is met. The City of Abbotsford WWTP is eligible for adaptive management for phosphorus. The pounds of phosphorus to be eventually managed from the watershed for Abbotsford is 418.3 pounds per year. The final factor of safety will require a phosphorus credit ratio of 2:1 or higher. Marathon County Conservation, Planning and Zoning Department can assist the City with an adaptive management program. However, Marathon County has indicated that water quality trading may be more advantageous for the City.

5.3.2. Tertiary Filtration

To construct a membrane tertiary filter, an area of approximately 50 feet by 50 feet will be needed. This is available on the site (see Appendix B). The preliminary construction cost is estimated at \$3,200,000. Additional chemical, power, labor, maintenance, and disposal cost will be needed yearly. Based on a 20 year CWF loan, and the additional costs, it is preliminarily estimated that the pounds of phosphorus needed to be removed from 0.5mg/l to 0.075 mg/l will be \$400-\$700 per pound. Further, the average residential user fee will need to increase approximately \$21 per month which is another 0.64% of the MHI for Abbotsford (MHI is \$40,683 according to 2010-2014 American Community Survey).

5.3.3. Phosphorus Water Quality Trading (WQT)

Water quality trading is one alternative for phosphorus reduction that is allowed by WDNR. Adaptive management (AM) and water quality trading (WQT) are designed to be used to address non-point and point source reduction of phosphorus. Both AM and WQT may be more economical under certain conditions than upgrading the WWTP. AM focuses on in-stream monitoring while WQT focuses on compliance with a discharge limit. Marathon County Conservation Zoning and Planning has proposed a WQT program that allows phosphorus reduction improvements within a watershed to be used as a credit for the

WWTP. The program is still in the proposal stage but may be used by a couple of other Marathon County communities with similar phosphorus issues.

Andy Johnson, Environmental Resource Coordinator of Marathon County Conservation, Planning and Zoning provided an overview of the proposed Marathon County WQT program. The County will administrate the program and coordinate basin wide phosphorus reduction projects with land owners. Typically, WQT only allows strategies upstream of the WWTP which would not be available for Abbotsford where the City's WWTP is at the upstream end of Elm Brook. However, the County has a proposed program where WQT trading can be used within the basin without the in-stream monitoring and annual reports that AM requires. WQT credits must be generated prior to the next permit issuance and the calculation of the WQT offsets requires trade ratios and margins of safety. The trade ratio incorporates variables for delivery (impact that distance has on fate and transport of the pollutant), downstream (accounts for local water impacts since the WWTP is upstream of the likely credit generators), equivalency (accounts for different forms of the traded pollutant), uncertainty (accounts for model inaccuracies) and habitat adjustment (captures ancillary benefits from select practices that benefit the environmental habitat). For Abbotsford's WWTP the required trade ratio for WQT will likely be 2:1 or higher. Marathon County's proposed WQT rate will likely be around \$50/lb. The City will need to evaluate phosphorus reduction with the County program using the trade ratio for a City cost of \$100-\$150/lb of phosphorus reduction required.

Additional meetings and discussion are planned with Marathon County to gather more information about the program. Marathon County is currently assembling information that is specific to the City of Abbotsford.

6. Recommended Alternative

The recommended alternatives are to pursue Marathon County's proposed water quality trading program and to continue to obtain updated costs on tertiary filtration. Additional information is needed for the WQT program from the County before the City can make a final decision. Alternatively, WQT costs using an anticipated trading ratio will need to be compared with updated costs for phosphorus reduction with membrane treatment. The City needs to continue pursuing these two available options during 2016 since the time frame for pursuing the WQT needs to be in place prior to the next WPDES permit reissuance in December, 2017.

7. Conclusion

The SBR can remove phosphorus biologically to approximately 0.8 mg/l and chemical addition of ferric chloride will bring the phosphorus under the interim limit of 1.0 mg/l to approximately 0.5 mg/l. The ultimate phosphorus limit is planned to be met through continuing the biological removal, optimizing the chemical removal, adding additional phosphorus treatment, and/or using water quality trading to meet the limit. Removal of phosphorus at the WWTP is more costly from a capital cost but may be less expensive over time than WQT as a possible alternative to meet the 0.075 mg/l limit in the year 2020.

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
Wausau Service Center
5301 Rib Mountain Drive
Wausau, WI 54401

Scott Walker, Governor
Cathy Stepp, Secretary
Dan Baumann, Regional Director
Telephone (715) 359-4522
FAX (715) 355-5253



March 22, 2017

Todd Medenwaldt
Waste Water Plant Manager
City of Abbotsford
2013 North First Street
PO Box 589
Abbotsford, WI 54405

Subject: **NOTICE OF NONCOMPLIANCE**
WPDES Permit #WI-0023141-08-1
Late Report from Permit Compliance Schedule (Final Compliance Alternatives Plan)

Mr Medenwaldt:

The Wisconsin Pollution Discharge Elimination System (WPDES) defined under s. 283.31, Wis. Stats., requires that the Abbotsford Wastewater Treatment Facility (Abbotsford), issued WPDES Permit # WI-0023141-08-1, meet permit conditions. The purpose of this letter is to issue a Notice of Noncompliance (NON) for the above referenced WPDES permit. Abbotsford's permit requires a Final Compliance Alternatives Plan be submitted to the Department of Natural Resources (department) on or before December 31, 2016. After a review of our records, the department has not received the listed report; therefore, Abbotsford will remain in noncompliance until the required report is received by the department.

To return to compliance, you shall prepare and submit a report that meets the requirements specified in s. 4.1 of your WPDES Permit. Please submit the report to the address on this letterhead, with attention: Nathan Wells, as soon as possible but **no later than May 31st, 2017**.

Please be advised that if corrective action is not achieved, the department may pursue further enforcement action. Those actions may ultimately result in a referral to the Department of Justice with potential penalties per s. 283.89, Wis. Stats.

If you have any questions regarding this letter or corrective action required for compliance, please contact me at (715) 359-5866 or email nathan.wells@wisconsin.gov. I appreciate your cooperation in protecting our natural resources.

Sincerely,

Nathan Wells
Wastewater Engineer

cc: Hillman, Lacey, DNR West Central Region Basin Supervisor
Smith, John, Abbotsford, Operator-in-Charge

Wastewater Treatment Plant Facility Plan

Wastewater Treatment Plant Final Compliance Alternatives Plan Phosphorus Reduction

Abbotsford, Wisconsin

Updated June, 2017

Prepared for:
City of Abbotsford
Abbotsford, Wisconsin

Prepared by:



CBS Squared, Inc.
770 Technology Way
Chippewa Falls, WI 54729
715-861-5226



Executive Summary

The City of Abbotsford's new Wastewater Treatment Plant on the south east side of the City was placed in operation in 2016. This report provides a final compliance alternatives plan for addressing phosphorus reduction. Portions of the 2013 Facility Plan are incorporated into this 2017 Facility Plan Update-Final Compliance Alternatives Plan in part or in entire sections at the request of the City of Abbotsford. The former Wastewater Treatment Plant was on a site that had limited free space for expansion or replacement. The first WWTP at the former site was constructed in 1961, or 55 years ago.

The City has seen large flow events due to Inflow and Infiltration (I/I). The I/I has been addressed by the City in the public portion of the Sanitary Sewer Collection System. The City has replaced the older pipes with new pipes, and replaced leaky sewer manholes with new sewer manholes in a planned method of attempting to eliminate I/I in the collection system. The City continues to address the I/I issue by completing these improvements as noted in the 2013 Facility Plan.

Based on the 2013 Facility Plan Present Worth Analysis, the most cost effective alternative was to construct the WWTP at the new site with a SBR treatment process. Also, other modifications were made to lower costs. These included a new fine screen at the main lift station instead of the WWTP (allows eliminating a pretreatment building) and using a reed bed sludge storage system (eliminates the sludge press, associated chemicals, press building, and sludge storage building). The estimated capital cost in 2013 dollars for the SBR alternative, which included upgrading the main lift station, plus installing a forcemain to the new site was approximately \$9,200,000. This compared to upgrading the existing WWTP at the existing site at approximately \$12,500,000. The new plant has now been in operation for more than a year. The plant provides for phosphorous reduction using ferric chloride addition. The addition of ferric chloride brings the effluent phosphorous levels to approximately 0.6 mg/l. Additional treatment techniques, adaptive management or phosphorous water quality trading alternatives need to be considered to bring the effluent phosphorous level down to 0.075 mg/l.

This Facility Plan Update focuses on phosphorus reduction. Three alternatives for phosphorus reduction are discussed: adaptive management, tertiary filtration, and water quality trading. Adaptive management is least attractive to the City as a phosphorus solution. Tertiary filtration has a large capital cost and has the largest immediate impact on wastewater rates for the City.

The City is requesting a waiver through the statewide Multi-Discharger Variance program and will continue to evaluate alternative treatment technology.

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- Appendix A WPDES Permit
- Appendix B Site Sketch

Wastewater Treatment Plant Facility Plan

Wastewater Treatment Plant

Final Compliance Alternatives Plan

Abbotsford, Wisconsin

1. Introduction

1.1. Purpose and Scope

The purpose of this report is to provide a long-range planning document for the City of Abbotsford that will guide the City through potential changes to the Wastewater Treatment Plant (WWTP) for phosphorus reduction. It is intended to serve as a Facility Plan for the next 20 years, based on the year 2037.

1.2. Planning Background

The 2013 Facility Plan recommended the existing upgrade due to age and too little hydraulic capacity; however, there is now a new phosphorus effluent limit that will be phased in over the next several years. The current WWTP will not be able to meet the phosphorus limit without additional treatment, or by utilizing another acceptable alternative to meet the phosphorus requirement.

The City of Abbotsford's WPDES permit was reissued with a modification on March 1, 2016. The current permit expires on December 31, 2017. The permit contains a requirement to comply with a water quality based effluent limit (WQBEL) of 0.075 mg/l (as an annual average) and 0.225 mg/l (as a monthly average) for total phosphorus by December 31, 2021. This is the deadline the City would have to meet if they decide to construct upgrades to the WWTP to meet the new WQBEL. Upgrading the WWTP to comply with the end-of-pipe WQBEL of 0.075 mg/l is not the only option for compliance, however. The Wisconsin DNR also allows watershed-based compliance options for which the City is eligible. These watershed-based compliance options are termed Adaptive Management (AM) and Water Quality Trading (WQT). A copy of the WPDES Permit is included in **Appendix A**.

2. Project Planning Area

2.1. Location

Abbotsford is located on the border of Clark and Marathon Counties in central Wisconsin, adjacent to State Highway 29. The existing WWTP is located in the southeast corner of the City, and discharges to the nearby Elm Brook.

The new WWTP is located on a site owned by the City and is located approximately 1/4 miles south and east of the former WWTP. Elm Brook is also the discharge from the new WWTP.

3. Existing Facilities

3.1. Location Map

City of Abbotsford – Existing (Former) and New WWTP (2016) and Potential Industrial Park Options.



3.2. Project History

Wastewater treatment has occurred at the former WWTP site since 1961. A summary of key events related to the WWTP is provided below:

- 1961 - Treatment plant constructed on former site - two stage trickling filter
- 1972 — Covers added to the trickling filters to alleviate freezing
- 1978 - Inflow/Infiltration (I/I) study prepared
- 1979 — Facility Plan prepared - WWTP expansion for industrial loads
- 1980 - Sewer System Evaluation Survey completed
- 1983 - WWTP expansion completed - two stage trickling filter/rotating biological contactor (RBC) process
- 1984 - Four additional RBCs added for industrial capacity (AMPI)
- 1996 - Sludge thickener and sludge cake storage added
- 1997 - Mechanical fine screen added
- 2000 - Phosphorus removal chemical feed system added
- 2004 - Facility Plan completed to accommodate increased industrial loads
- 2007 - Trickling filter media and anaerobic digester equipment replaced, trickling filter covers recoated
- 2009 - Facility Plan submitted per WPDES compliance schedule
- 2009 — Abbyland Foods notifies the City of its intent to leave the City's WWTP
- 2009 - Facility Plan revised based on Abbyland's departure, recommends "No Action"
- 2011- Master Plan of WWTP for long-range planning of improvements
- 2013 Facility Plan revised for WWTP
- 2015 Construction started for new WWTP
- 2016 New WWTP placed into operation
- 2016 Preliminary Compliance Alternatives Plan completed for phosphorus reduction
- 2017 Final Compliance Alternatives Plan completed for phosphorus reduction

3.3. Facility Components

The new WWTP consists of a sequencing batch reactor and upgraded main lift station. The main project elements / components are summarized below:

- Installation of a new 10-inch diameter influent sanitary sewer forcemain at the new wastewater treatment facility site (the proposed replacement of the influent sewage lift station, new influent fine screen unit, and section of the new 10-inch diameter influent sanitary forcemain sewer leading to the new wastewater treatment facility site was previously approved under a separate submittal, DNR Project No. S-2014-0357).
- Installation of a new magnetic-type influent wastewater flow meter and associated manhole station on the section of the new influent forcemain sewer at the new wastewater treatment facility site.
- Installation of a new automatic influent wastewater sampler unit.
- Construction of a new sequencing batch reactor wastewater treatment process consisting of an influent flow splitter box, two parallel treatment tanks including initial reaction zones, diffused aeration system, submersible wastewater mixer units, treated effluent decant assembly, submersible waste sludge withdrawal pumps and associated valve vault structure, and magnetic-type waste sludge flow meter.

- Installation of a new chemical-feed phosphorus reduction system including new bulk and day-use chemical solution storage tanks and associated chemical transfer / feed pumps and piping.
- Installation of a new effluent wastewater sampling unit and associated manhole station.
- Installation of approximately 75-feet of new 16-inch diameter gravity flow effluent outfall sewer terminating at the westerly side of the plant site into a new constructed shallow earthen basin lined with geotextile fabric and graded riprap to dissipate the energy of the effluent prior to overland surface flow into the adjacent wetland and ultimate discharge into Elm Brook.
- Installation of a new aerobic waste sludge digester tank with diffused aeration, decant capability and associated return sewer drain pipe to the plant site recycle flow lift station.
- Installation of a new digested waste sludge pumping station and forcemain to convey the digested sludge from the new aerobic sludge digester tank to the new reed bed sludge dewatering / storage structure.
- Installation of a new four-cell reed bed waste sludge dewatering / storage structure with new synthetic liner and underflow drainage collection and recycle piping system.
- Installation of a plant site recycle flow lift station to receive and convey / return the grit dewatering, digester supernatant and sludge dewatering drainage flows back to the influent channel of the new influent grit removal unit at the head of the new wastewater treatment facility.
- Installation of three new aeration blower units (two for the sequencing batch reactor treatment process and one for the aerobic sludge digester tank).
- Installation of a new on-site standby power emergency generator unit.
- Installation of a new control building for housing the new aeration blower units, chemical storage/feed equipment for the phosphorus reduction system, electrical / mechanical equipment, office, laboratory, restroom, garage, etc.
- Installation of a building structure over the SBR facility.
- Associated electrical, plumbing, HVAC, site grading / landscaping, etc.

The design flow and loading values of the new WWTP are summarized in **Table 1**.

Table 1
NEW WWTP DESIGN FLOW AND LOADING VALUES

Design Year: 2034				
Design Influent Flows (MGD)				
Annual Avg.	Max Month	Max Week	Max Day	Peak Hour
0.323	0.638	1.072	1.573	2.304
Design Avg. Day Loadings (lbs/day)				
BOD	TSS	P	Ammonia/TKN	
663	666	15.6	67/112	

Based on City observations and current flows, it is obvious that I/I occurs in the Abbotsford system. Using flows identified in the 2013 Facility Plan, average per capita wastewater daily flow is 107 gpcd, DWF is 433 gpcd, and WWF is 648 gpcd (no large industrial users). Section 4.0 of the 2013 Facility Plan provides additional detail on the large volume of I/I.

The planning period for the Facility Plan is 20 years, as required by the WDNR. The design year is

2037 for this report. The current population of the City of Abbotsford is 2,310. Based on information from the Wisconsin Department of Administration, the population of the City of Abbotsford is projected to grow by 10% over the next 20 years, resulting in a 2037 population of 2,824.

Residential flows and loadings are projected to increase in proportion to the population, so a proportional 10% increase is expected in flows and loadings. In addition, 30,000 gpd at domestic strength loading is projected for new industrial growth over the next 20 years. Plus, the new WWTP was designed for treating up to 20,000 gpd of holding tank waste. The projected flows and loadings are summarized in **Table 2**. **Table 3** summarizes the treated effluent requirements from the WPDES permit located in **Appendix A**.

Table 2
Current WWTP Flows/Loadings

Parameter	Future Loads
Average Flow	0.323 mgd
Peak Month Flow	0.638 mgd
Peak Week Flow	1.072 mgd
Peak Day Flow	1.573 mgd
Peak Hourly Flow	2.304 mgd (1,600 gpm)
Average BOD ₅ Loading	663 lb/day
Peak Day BOD ₅ Loading	1,682 lb/day
Average TSS Loading	666 lb/day
Peak Day TSS Loading	3,734 lb/day
Average Phosphorus	15.6 lb/day
Average TKN	112 lb/day
Average Ammonia	67 lb/day

Table 3
Effluent Requirements

Parameter	Effluent Limit
BOD	20 mg/l monthly
TSS	20 mg/l monthly
pH	6.0 to 9.0 daily
D.O.	4.0 mg/l daily
Phosphorus	1.0 mg/l monthly (interim limit for 5 years)
Phosphorus	0.075 mg/l 6-month average (next permit)
Phosphorus	0.225 mg/l monthly (next permit)
Ammonia	3.7 mg/l monthly (Jan thru Apr)
Ammonia	4.2 mg/l monthly (May thru Sep)
Ammonia	6.0 mg/l monthly (Oct thru Dec)

4. Summary of Sanitary Sewer Collection System I/I (From 2013 Facility Plan)

The history of the flow into the existing WWTP is that the City has experienced large flows due to Inflow and Infiltration (I/I).

The I/I has been and currently is being addressed by the City in their Public Sanitary Sewer Collection System. Over the years, the City has replaced old collection pipes with new pipes, and replaced leaky sewer manholes with new sewer manholes in a planned method of eliminating I/I in the collection system. The City has a yearly program of continuing the progress of replacing older collection pipes with new pipes. Abbotsford is televising sections of the system each year and prioritizing the pipes to be upgraded.

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I/I has historically been a significant component of Abbotsford's wastewater system. An I/I analysis and Sewer System Evaluation Survey (SSES) were conducted in the late 1970's and early 1980's, and associated cost-effective I/I rehabilitation construction was completed in conjunction with the 1983 WWTP upgrade project. The I/I and SSES work completed at the time included flow isolation measurements, a surface inspection, subsurface inspection of manholes, a civic survey for inflow sources on private property, smoke and dye testing of suspected storm sewer problem areas and television inspection of selected suspect sanitary sewer lines.

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March	2.93	1.92	Snowmelt occurred 3/24/04 to 3/29/04
April	1.36	2.84	Below average precipitation
May	5.06	3.54	Above average precipitation
June	4.68	4.18	Above average precipitation
July	2.41	4.12	Below average precipitation
August	2.42	4.53	Below average precipitation

The snowmelt period of March 24, 2004 to March 29, 2004 was used to assess inflow. Snow on the ground melted from 14 inches on March 23 to 0 inches on March 29. WWTP flows during this period show a sharp increase from around 400,000 gpd on March 23, 2004 to about 1,200,000 gpd, or about 800,000 gpd of inflow on the peak day. Inflow averaged over a 30 day period (March 23 to April 23) was about 50,000 gpd.

Two time periods were evaluated to assess infiltration: May 24 to May 29, 2004 and June 1 to June 8, 2004. These periods followed an extended period of precipitation when groundwater tables would be expected to be high, but had minimal precipitation occurring on the days of assessment. The May 24 to May 29, 2004 period indicates an infiltration rate of about 150,000 to 200,000 gpd.

The June 1 to June 8, 2004 period indicates infiltration of about 150,000 gpd on June 1, then falling to about 50,000 gpd on June 8. Some of the clear water immediately after rainfall events would also be expected to be related to foundation drains, which although technically classified as inflow sources, can produce flow patterns similar to infiltration sources. Foundation drains can discharge the water accumulated adjacent to the foundation for several days after a rainfall event until the soil has drained. Foundation drains can also produce flows proportional to the groundwater elevation if the basement is installed below the groundwater table. Based on the I/I assessment for 2004, it appears I/I is similar to levels established in the 1980's SSES. **Table 6** summarizes I/I estimates contained in the 1983 study and the data from the 2004 assessment.

**Table 6
I/I Summary -1983 SSES vs. 2004 Assessment**

	1983 SSES	2004 Data Assessment
Average Wet Monthly Flow	441,000 gpd	200,000 gpd ¹
Peak Daily Flow	1,578,130 gpd	1,000,000 gpd ²
1	= 150,000 gpd infiltration plus 50,000 gpd inflow	
2	= 200,000 gpd infiltration plus 800,000 gpd inflow	

Since I/I flows assessed for 2004 appear similar to or less than the 1983 flows estimated after cost-effective I/I rehabilitation, and since new inflow sources are prohibited by ordinance from

connection to the sanitary sewer, it is concluded that no further formal I/I or SSES studies be conducted. It is recommended that the City continue its present course of planning for replacement of older sewer lines as was described at the beginning of this section.

5. Need for Phosphorus Reduction Project

5.1. Phosphorus Effluent Limit

The ultimate limit for phosphorus effluent is 0.075 mg/l. The current WWTP can consistently reduce phosphorus to 0.6 mg/l with chemical removal but cannot meet the new 0.075 mg/l limit. The existing sequencing batch reactor can reduce phosphorus biologically to approximately 1.0 mg/l. Chemical addition of ferric chloride can reduce the phosphorus in the WWTP effluent to 0.4 - 0.6 mg/l. The WWTP effluent has had some lower phosphorus results but not on a consistent basis. All of the alternatives reviewed had chemical addition to remove phosphorus down to approximately 0.6 mg/l. Because of the limited technology to achieve the proposed stringent limit of 0.075 mg/l, (currently only the MBR alternative may meet the stringent limit), the City is planning on progressing on reviewing alternative treatment techniques and is requesting a waiver. The City will look not only at technology capable of achieving the stringent limit but also alternative methods that are currently available for municipalities. The City will start reviewing final filters, adaptive management, trading, and any other method that is feasible. The City is near the headwater of the Elm Brook watershed, so there are limited sources of phosphorus contributors upstream (one industrial discharger and the City of Abbotsford's storm drains). In the watershed there are other sources (farm fields and other land) that would be available for alternative management. Upstream, the one source that exists may be the City's storm drainage. It is possible that modifications can be made to eliminate phosphorus from the City's storm drainage system from entering Elm Brook directly. Ultimately, the City plans on addressing and meeting the requirements through options available. If a physical process eventually needs to be added, there is room on the new site to put in a physical process. See **Appendix B** for the site sketch for available area for a future phosphorus treatment plus 100% expansion of the WWTP plus area for a flow equalization basin if ever required.

5.2. Preliminary Evaluation of Phosphorus Reduction

The phosphorus currently contained in the effluent is averaging 0.4 mg/l (288 lbs/year) Reducing to 0.5 mg/l using chemical was being planned for all alternatives considered with the new WWTP. The following **Table 7** shows phosphorus components of all alternatives.

Table 7
Total Phosphorus Reduction Required

	Design
Influent Avg 5.8 mg/l	5,700 lbs/year
Effluent at 0.5 mg/l	492 lbs/year
Effluent at 0.075 mg/l	73.8 lbs/year
Removal mass to meet 0.075 mg/l beyond chemical capability	418.3 lbs/year
Removal mass to meet 0.075 mg/l beyond chemical capability	1.15 (lbs/day)

The outfall is to Elm Brook which is in the Upper Big Eau Pleine Water Shed. The point of discharge is classified Limited Aquatic Life in Elm Brook, which has no applicable phosphorus criteria (ephemeral stream). But 6.4 miles downstream, into Dill Creek, the classification is Fish and Aquatic Life (FAL). It is reasonable to assume, the phosphorus in Elm Brook at the point of the WWTP discharge is over

the 0.075 mg/l since the flow just above the WWTP discharge is predominantly from the Abbyland Foods, Inc. Industrial WWTP discharge.

5.3. Alternatives

5.3.1. Adaptive Management (AM)

To be eligible for adaptive management, three conditions need to be met.

1. The phosphorus concentration in the receiving water exceeds the applicable water quality criteria. As previously mentioned, the flow at the discharge is predominately from an Industrial WWTP discharge which is over 0.075 mg/l. The initial review is this is met.
2. The amount of phosphorus from nonpoint sources in the watershed exceeds the phosphorus loading from point sources.

Based on the watershed (Upper Big Eau Pleine River), which is approximately 24 miles long by 15 miles wide (in the middle) and the limited communities and industries, plus the amount of agriculture in the area, the initial review is this is met.

3. Filtration or equivalent technology is required to meet the WBEL.

A stringent limit of 0.075 mg/l will need to use technology of filtration or other similar methods. The initial review is this is met. The City of Abbotsford WWTP is eligible for adaptive management for phosphorus. The pounds of phosphorus to be eventually managed from the watershed for Abbotsford is 418.3 pounds per year. The final factor of safety will require a phosphorus credit ratio of 2:1 or higher. Marathon County Conservation, Planning and Zoning Department can assist the City with an adaptive management program. However, Marathon County has indicated that water quality trading may be more advantageous for the City.

5.3.2. Tertiary Filtration

To construct a membrane tertiary filter, an area of approximately 50 feet by 50 feet will be needed. This is available on the site (see **Appendix B**). The preliminary construction cost is estimated at \$3,200,000. Additional chemical, power, labor, maintenance, and disposal cost will be needed yearly. Based on a 20 year CWF loan, and the additional costs, it is preliminarily estimated that the pounds of phosphorus needed to be removed from 0.5mg/l to 0.075 mg/l will be \$400-\$700 per pound. Further, the average residential user fee will need to increase approximately \$21 per month which is another 0.64% of the MHI for Abbotsford (MHI is \$40,683 according to 2010-2014 American Community Survey).

5.3.3. Phosphorus Water Quality Trading (WQT)

Water quality trading is one alternative for phosphorus reduction that is allowed by WDNR. Adaptive management (AM) and water quality trading (WQT) are designed to be used to address non-point and point source reduction of phosphorus. Both AM and WQT may be more economical under certain conditions than upgrading the WWTP. AM focuses on in-stream monitoring while WQT focuses on compliance with a discharge limit. Marathon

County Conservation Zoning and Planning has proposed a WQT program that allows phosphorus reduction improvements within a watershed to be used as a credit for the WWTP. The program is still in the proposal stage but may be used by a couple of other Marathon County communities with similar phosphorus issues.

The Environmental Resource Coordinator of Marathon County Conservation, Planning and Zoning provided an overview of the proposed Marathon County WQT program. The County will administrate the program and coordinate basin wide phosphorus reduction projects with land owners. Typically, WQT only allows strategies upstream of the WWTP which would not be available for Abbotsford where the City's WWTP is at the upstream end of Elm Brook. However, the County has a proposed program where WQT trading can be used within the basin without the in-stream monitoring and annual reports that AM requires. WQT credits must be generated prior to the next permit issuance and the calculation of the WQT offsets requires trade ratios and margins of safety. The trade ratio incorporates variables for delivery (impact that distance has on fate and transport of the pollutant), downstream (accounts for local water impacts since the WWTP is upstream of the likely credit generators), equivalency (accounts for different forms of the traded pollutant), uncertainty (accounts for model inaccuracies) and habitat adjustment (captures ancillary benefits from select practices that benefit the environmental habitat). For Abbotsford's WWTP the required trade ratio for WQT will likely be 2:1 or higher. Marathon County's proposed WQT rate will likely be around \$50/lb. The City will need to evaluate phosphorus reduction with the County program using the trade ratio for a City cost of \$100-\$150/lb of phosphorus reduction required.

WQT has a much lower initial cost, but can have a higher ongoing cost with the possibility requiring additional expensive tertiary treatment in a future permit cycle. Additional meetings and discussion are planned with Marathon County to gather more information about the program. Marathon County is currently assembling information that is specific to the City of Abbotsford.

6. Recommended Alternative

The recommended alternative is to request a waiver through the statewide Multi-Discharger Variance program and evaluate alternative treatment technology. The City will continue to obtain updated costs on tertiary filtration and other alternative treatment techniques. Additional information is needed for the capital and operating cost of alternative phosphorous treatment before the City can make a final decision. The City needs to continue pursuing this alternative and provide to WDNR progress information for the next WPDES permit reissuance in December, 2017.

7. Conclusion

The SBR can remove phosphorus to approximately 1.0 mg/l and chemical addition of ferric chloride will bring the phosphorus under the interim limit of 1.0 mg/l to approximately 0.6 mg/l. The City will request a waiver through the statewide Multi-Discharger Variance program and evaluate alternative treatment technology. The ultimate phosphorus limit is planned to be met through alternative phosphorous treatment techniques. Removal of phosphorus at the WWTP is more costly from a capital cost but may be less expensive over time than WQT as a possible alternative to meet the 0.075 mg/l limit in the year 2020.

Mail Complete Application to:
 Wisconsin Department of Natural Resources
 Permits Section-WQ/3, Attn: Amanda Minks
 PO Box 7921
 Madison, WI 53707-7921

**Phosphorus Multi-Discharger
 Variance Application for Municipal
 Facilities** - s. 283.16, Wis. Stats.
 Form 3200-150 (R 05/16) Page 1 of 5

Notice: Pursuant to s. 283.16, Wis. Stats, an owner of an existing permitted wastewater treatment system may apply for a variance to a phosphorus water quality based effluent limits (WQBEL). Complete this form and submit to the Department of Natural Resources (DNR) to request coverage under the multi-discharger variance (MDV) for phosphorus. Personal information collected will be used for administrative purposes and may be provided to requestors to the extent required by Wisconsin's Open Records law [ss. 19.31-19.39, Wis. Stats.]

Facility and Permit Information				Facility Contact Information			
WPDES Permit No. WI- 0 0 2 3 1 4 1				Contact Name Todd Medenwaldt			
Facility Name Elm Brook Wastewater Treatment Plant				Title Water/Wastewater Manager			
Facility Street Address 401 South 11th Street				Address 203 N. First St.			
City Abbotsford	State WI	ZIP Code 54405		City Abbotsford	State WI	ZIP Code 54405	
Receiving Water Elm Brook	County Marathon		<input checked="" type="checkbox"/>	Phone No. (incl. area code) (715) 223-3444	Fax Number		
Source of Water Supply Groundwater	Average Discharge Flow Rate 0.815 MGD	Email Address tmed@ci.abbotsford.wi.us					

Variance Request Schedule **Check all that apply:**

1. This variance is being requested at the time of application for permit reissuance pursuant to s. 283.16(4)(b)1, Wis. Stat.
2. This variance is being requested within 60 days after the department reissues or modifies the permit to include a phosphorus WQBEL pursuant to s. 283.16(4)(b)2, Wis. Stat.
3. This variance is being requested from a current WPDES Permit pursuant to 283.16(4)(b)3, Wis. Stat.

Date of Current Permit Issuance: _____

Note: WPDES permit must be issued prior to April 2014.

4. Has the MDV been included in previously issued WPDES Permits?
 Yes
 No
 How many permits has the MDV been approved for? _____

Variance Requirements

5. Has this point source discharge been authorized by a WPDES permit prior to December 1, 2010? Yes No

Note: If no, you are ineligible for the MDV in accordance with s. 283.16(4), Wis. Stat. STOP

6. Has this point source relocated its outfall location since December 1, 2010? Yes No

7. Is the point source located in an eligible MDV county as specified in Appendix H of the MDV Implementation Guidance? Yes No

Note: If no, you are ineligible for the MDV in accordance with s. 283.16(4), Wis. Stat.

WPDES Permit No.

WI- 0 | 0 | 2 | 3 | 1 | 4 | 1

**Phosphorus Multi-Discharger
Variance Application for Municipal
Facilities** - s. 283.16, Wis. Stats.

Form 3200-150 (R 05/16)

Page 2 of 5

8. Does this limit require a major facility upgrade in order to achieve compliance? Yes
 No

Justify:

The facility cannot meet the proposed 0.075 mg/l limit without tertiary filtration. Tertiary filtration will require a major plant upgrade to add filtration and treatment equipment.

Note: If no, you are ineligible for the MDV in accordance with s. 283.16(4), Wis. Stat. STOP. A major facility upgrade means that a facility needs to install new equipment and a new process such as installing filtration or equivalent technology.

9. Phosphorus Water Quality-Based Effluent Limitation from which variance is sought:

- Concentration-based WQBEL pursuant to s. NR 217.13, Wis. Adm. Code
 TMDL mass-based WQBEL pursuant to s. NR 217.16, Wis. Adm. Code

Check all months for which variance is requested:

- All months

Jan Apr Jul Oct
 Feb May Aug Nov
 Mar Jun Sep Dec

10. Do you believe these limits could be achieved during the term of the permit? Yes
 No

11. Current effluent quality

Note: Use 30-day P99 if 11 or more representative effluent samples are present. Only include effluent data for those outfall(s) a variance is being requested for.

Outfall Number(s)	Conc. (mg/L)	Number of Samples Results Used	Sample Time Period Used	
5	0.44	9	July 12, 2017	July 28, 2017

12. Are applicable phosphorus limits currently effective in the WPDES permit more restrictive than 1 mg/L? Yes
 No

Facility Information (provide attachments as necessary)

13. What are the average phosphorus levels within your influent TP concentration? 3.8mg/L

14. Has the treatment process at the facility been optimized to maximize its phosphorus removal capabilities?

- Yes

Completion date: 10/01/2016

- No, but in process of completing
 No, not yet started

WPDES Permit No.

WI- 0 | 0 | 2 | 3 | 1 | 4 | 1

**Phosphorus Multi-Discharger
Variance Application for Municipal
Facilities** - s. 283.16, Wis. Stats.

Form 3200-150 (R 05/16)

15. Has a facility planning or evaluation study for phosphorus been approved by the Department?

Yes

Approval date: _____

No, but in process of completing

No, not yet started

16. Briefly describe the technology that would need to be added to comply with phosphorus limits in your permit:

Tertiary filtration equipment and facility infrastructure will need to be added after the existing sequencing batch reactor. Filtration equipment could consist of membrane filters, cloth filters or sand filters. Filter backwash equipment and tankage will also need to be added.

Attach any new or additional information that you would like to provide the Department regarding optimization measures and/or compliance alternatives planning efforts.

Projected Compliance Costs

17. What is the projected net present value cost for complying with the phosphorus WQBELs?

\$ 3,200,000

Source of cost projection:

June 2017 Final Compliance Alternatives Plan.

Note: If a facility uses projected compliances costs provided in the Economic Impacts Analysis, they must certify that these costs are reasonable for the facility in question. See "projected compliance costs" in Section 2.02 of the MDV Implementation Guidance for details.

18. Has the feasibility of water quality trading or adaptive management been evaluated for the facility? Yes

No

19. Is the facility eligible for adaptive management or water quality trading? Yes

No

20. What is the needed offset to comply with AM/WQT?

418.3 lbs/year

Unknown at this time

21. Is adaptive management or water quality trading a viable compliance option? Yes

No

Describe:

Abbotsford is located at the headwaters for Elm Brook. Adaptive management is not very feasible for Abbotsford due to lack of political support and the complexity of completing the process. Water Quality Trading is not popular with the government body at Abbotsford and has a general lack of support from both the City and the County.

WPDES Permit No.

WI- 0 | 0 | 2 | 3 | 1 | 4 | 1

**Phosphorus Multi-Discharger
Variance Application for Municipal
Facilities** - s. 283.16, Wis. Stats.

Form 3200-150 (R 05/16)

Page 4 of 5

Service Area Information - Provide the following information for each municipality included in the wastewater facility service area.

Municipality Name	County	Population Served	Customer Households Served	Median Household Income (MHI)
City of Abbotsford	Clark	1,599	588	\$38,611.00
City of Abbotsford	Marathon	680	252	\$38,611.00

Non-Residential Customers:

Percent of wastewater flow attributed to commercial industrial, large institutional and any other special customer category:

5 %

Describe types of non-domestic wastewater contributions that constitute a significant phosphorus contribution or that significantly affect the capabilities of the treatment facility. Examples include: large food processors, dairies, or industries with unique wastewater.

None

Affordability to Municipal Dischargers

22. What is the projected household user charge, expressed as a percent of MHI, once phosphorus compliance costs are factored in?

1.89 %

Attach supporting information on a separate attachment to this form. The applicant may also provide additional information on impacts to commercial, industrial, or other special customers or any other information regarding affordability.

23. What is the secondary indicator score for the county (counties) in which the service area is located in?

5.5

Note: See Appendix A of the MDV Implementation Guidance for details.
If the service area is located in multiple counties, provide the weighted average value.

Watershed Project. Select one of the following watershed project options:

Option A. County payment contribution



Option B. Binding, written agreement with the DNR to construct a project or implement a watershed plan.



Submit Form 3200-148 with MDV application

Option C. Binding, written agreement with another entity that is approved by the DNR to construct a project or implement a watershed plan.



Submit Form 3200-148 with MDV application.

WPDES Permit No.

WI- 0 | 0 | 2 | 3 | 1 | 4 | 1


**Phosphorus Multi-Discharger
Variance Application for Municipal
Facilities** - s. 283.16, Wis. Stats.

Form 3200-150 (R 05/16)

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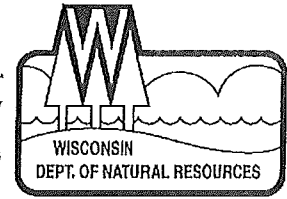
Certification

Based on the information provided, I believe that my permitted facility qualifies for coverage under the multi-discharger phosphorus variance based on the requirements of s. Wis. Stat. 283.16 (4), Wis. Stat. I understand that as a condition of the variance, the Department will impose interim limitations and require a watershed project or plan to be completed as part of the phosphorus reduction measures for phosphorus during the term of the variance in accordance with s. Wis. Stat. 283.16(6). I understand that these conditions will be included in the WPDES permit issued to this facility and I agree to comply with all applicable permit conditions for this variance. I hereby certify that the determination in Wis. Stat. 283.16(2)(a) applies to my permitted facility and that my permitted facility cannot otherwise comply with its phosphorus water quality based effluent limitations without a major facility upgrade. To the best of my knowledge, the information in this application is true, accurate, and complete.

Print or type name of person submitting request (Individual must be an Authorized Representative) Todd Medenwaldt	Title Water/Wastewater Manager
Signature of Official 	Date Signed 8-14-17

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
101 S. Webster Street
Box 7921
Madison WI 53707-7921

Scott Walker, Governor
Cathy Stepp, Secretary
Telephone 608-266-2621
FAX 608-267-3579
TTY Access via relay - 711



August 28, 2017

Todd Medenwaldt
City of Abbotsford
2013 North First Street
Abbotsford WI 54405

Subject: Request for more information for multi-discharger phosphorus variance
Receiving Stream: Elm Brook in Marathon County
Permittee: City of Abbotsford, WPDES WI-0023141

Dear Mr. Medenwaldt:

In accordance with s. 283.16 of the Wisconsin Statutes, you have requested coverage under Wisconsin's multi-discharger phosphorus variance for the City of Abbotsford in an application dated August 14, 2017. Wisconsin's multi-discharger phosphorus variance was approved by EPA on February 6, 2017. Coverage under the multi-discharger phosphorus variance may only be granted to an existing source that demonstrates a major facility upgrade is necessary to achieve phosphorus compliance and the upgrade will result in economic hardship as defined in the federally approved variance. The water quality criterion for which you are seeking a variance is contained in s. NR 102.06, Wis. Adm. Code.

After reviewing the application materials, the Department has determined that the certification statement and application are not complete and more information is needed. Additional information is needed to demonstrate phosphorus compliance costs constitute an economic hardship to the applicant consistent with the Wisconsin Department of Administration's Final Economic Determination (12/29/2015).

- The final facility plan that is referenced in the MDV application only addresses membrane tertiary filters as a tertiary treatment technology to comply with final phosphorus limits. At this time the department believes there may be other treatment options that could potentially be a cheaper alternative for the facility. The facility should determine, at minimum, if any other treatment alternatives are feasible for the facility. Actual projected cost estimates for additional treatment technologies is recommended.
- The MDV application states that the projected impact to the household user charge as a percent of the MHI is 1.89%. The discussion in the final facility plan does not go into very much detail and at this time, the Department is not able to verify this value. Please clarify the impact of phosphorus treatment on the current and future user charge compared to the MHI.
- The MHI listed in the MDV application is \$38,611 while the MHI listed in the final facility plan is \$40,683. Please clarify why there is a difference and which is the most accurate value.

The applicant may take adequate time to provide this additional information. If, however, the applicant does not submit the information within 45 days, the Department may choose to deny the application and proceed with permit reissuance. Denial of this application does not preclude the discharger from seeking an individual phosphorus variance, or alternative compliance option such as water quality trading or adaptive management.

The Department appreciates your attention and interest in Wisconsin's multi-discharger phosphorus variance. Should you have further questions regarding this matter, please contact Amy Garbe at (262)574-2135.

Sincerely,

Sharon L. Gayan

Sharon Gayan, Water Quality Bureau Director
Division of Environmental Management

DATED: August 28, 2017

Attachment

e-cc

John Smith – Operator, City of Abbotsford
Nathan Wells – Compliance Staff, DNR
Pat Oldenburg - AM/WQT Coordinator, DNR

Lindstrom, Nicholas E - DNR

From: Jon Strand <jstrand@cbssquaredinc.com>
Sent: Wednesday, November 7, 2018 8:30 AM
To: Lindstrom, Nicholas E - DNR
Cc: Tia Pitas; John Smith (j.smith@ci.abbotsford.wi.us)
Subject: Abbotsford copper and phosphorous reduction

Nick,

The City of Abbotsford would like to run a pilot test of an upflow reactive sand filter. To do this we would like to set up the pilot to receive effluent from one cell of the two cell SBR. During the piloting process we would like to turn off the ferric chloride in one of the SBR cells. It is likely that phosphorus would increase from the this cell but should still be below the effluent limit of 0.6 mg/l. Do you see any issues with running the pilot test as detailed above?

Jon Strand, PE, Project Manager
CBS Squared, Inc. 770 Technology Way, Chippewa Falls, WI 54729
Direct: 715.861.7428 Mobile: 715.829.7979



ABBOTSFORD, WI

Clark County and Marathon County



Wastewater Treatment Plant Facility Plan

Abbotsford, WI

December 28, 2018

Prepared by:
CBS Squared, Inc.
770 Technology Way
Chippewa Falls, WI 54729
715.861.5226

ABBOT 15002

Executive Summary

The City of Abbotsford operates a new wastewater treatment plant (WWTP) on the south east side of the City that was placed into operation in 2016. The plant has a capacity of 323,000 gallons per day and current flows average about 200,000 gallons per day (62% of design capacity). The plant serves mostly domestic wastewater with some commercial and light industrial wastewater customers. The plant is in good condition.

This Facility Plan focuses on copper and phosphorus reduction. The City requested a phosphorus variance through the statewide Multi-Discharger Variance program in June of 2017 which was granted; however, the City withdrew its application for a copper variance after determining it could not meet the variance requirements. The current treatment capabilities at the WWTP will not be able to meet the future copper or phosphorus limits without the addition of tertiary treatment. While additional alternatives are normally considered, adaptive management and water quality trading are not viable alternatives for reducing copper effluent, therefore tertiary treatment alternatives must be considered to bring the effluent copper levels down to 0.022 mg/l. While evaluating alternatives that will reduce copper effluent it is prudent to consider a solution that would also bring effluent phosphorus levels down to the future limit of 0.075 mg/l.

Alternatives:

The facility plan uses a 20-year design period for alternatives that were examined for the WWTP.

One alternative would be to convert the existing WWTP from an SBR system to an MBR system, reusing the existing SBR tanks as aeration or selector tanks. A second alternative calls for the construction of a regenerative sand filtration system as tertiary treatment at the end of the current WWTP process. The third alternative is to utilize an advanced biological nutrient recovery (ABNR) system as tertiary treatment at the end of the current WWTP process. All three alternatives include the installation of an equalization tank and a septage receiving station. The other alternatives considered were forms of adaptive management; however, these were not pursued because there are currently no adaptive management options available to address copper effluent limits.

The capital costs were calculated for the alternatives and a present worth analysis along with a decision matrix method was used to evaluate the alternatives.

Recommended Alternative:

The City of Abbotsford operates an existing WWTP that is only two years old and well maintained. In terms of volume, the WWTP handles existing flows with ease and is designed to handle the next 20 years of projected growth. The WWTP currently meets all effluent limits outlined in the WPDES permit; however, the implementation of more stringent phosphorus and copper effluent limits by the WDNR will result in the WWTP being out of compliance. The recommended alternative is for the City to construct an Advanced Biological Nutrient Recovery (ABNR) system as tertiary treatment for copper and phosphorus removal at their existing WWTP. Upgrades also included in the overall project scope would consist of a septage receiving station and equalization tank.

Funding:

Potential funding options for the long-term improvements include working with Rural Development, WDNR Clean Water Fund or a combination of both agencies. Rural Development has grant and loan funding where the loan funding is paid back over a 40-year period. WDNR Clean Water Fund provides some grant, but mostly loan money over a 20-year period. Both programs have advantages and disadvantages. Applications for funding will begin in conjunction to the submittal of the Facility Plan to WDNR.

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1.0 Introduction

1.1 Planning Objectives

The purpose of this Facility Plan is to provide a long-range planning document for the City of Abbotsford that will guide the City through potential changes to the Wastewater Treatment Plant (WWTP) over the next 20 years, based on the design year 2038. The intent is to develop and evaluate viable alternatives for copper and phosphorus reduction to meet future effluent limits at the existing WWTP for the City of Abbotsford.

This Facility Plan includes an evaluation of the existing facilities with a focus on pollutant loadings. Using historical data and future WDNR requirements, future design parameters are established upon which the alternative design concepts are based. A comparison of the alternatives is made to arrive at a cost-effective option that will meet the community's needs for the next 20 years. This Facility Plan takes into account the following items: total resources; cost, including monetary costs; environmental and social considerations; and other non-monetary factors.

1.2 Planning Background

The City of Abbotsford operates a WWTP with a capacity of 323,000 gallons per day and current flows average about 200,000 gallons per day (62% of design capacity). The plant serves mostly domestic wastewater with some commercial and light industrial wastewater customers. The plant is in good condition and currently meets all Wisconsin Department of Natural Resources (WDNR) effluent limits as outlined in the City's current WPDES permit. Even though current effluent limits are being met, there are new copper and phosphorus effluent limits that will be phased in over the next several years. The current WWTP will not be able to meet the copper or phosphorus limits without additional tertiary treatment or by utilizing other acceptable alternative to meet these requirements.

In 2017 a WWTP Final Compliance Alternatives Plan for phosphorus reduction was completed by the City to investigate alternatives that would allow the City to meet the future phosphorus limit presented by WDNR. Based on the evaluation, it was concluded that the City apply for a Statewide Multi-Discharger Economic Variance (MDV) as a short-term compliance alternative. A copy of the 2017 Final Phosphorus Compliance Alternatives Evaluation can be found in **Appendix A**.

The City of Abbotsford's WPDES permit was issued on March 13, 2018. The current permit expires on March 31, 2023. The permit contains the approved variance for phosphorus requirements with a target limit of 0.200 mg/l and includes yearly payments for every pound of phosphorus discharged above the target limit (payments calculated at \$50.00 "per pound"). The phosphorus variance expires March 31, 2023 and will require 0.075 mg/l (as an annual average) and 0.225 mg/l (as a monthly average) for total phosphorus at that date if the Multi-Discharger Variance (MDV) is not renewed. The WPDES permit also contains water quality-

based effluent limitations (WQBEL) for total recoverable copper of 0.022 mg/l (as a weekly and monthly average) that will go into effect April 1, 2021. This is the deadline the City would have to meet if they decide to construct upgrades to the WWTP to address the new WQBEL for copper. Upgrading the WWTP to comply with the end-of-pipe WQBEL of 0.022 mg/l for copper is the only option for compliance, as the City retracted its copper variance application from the WDNR after determining it could not meet the variance requirements. A copy of the WPDES Permit is included in **Appendix B**.

The current WWTP completed construction and went into service in 2016. In 2016, Abbotsford completed a Capacity, Management, Operation and Maintenance (CMOM) Plan. The CMOM Plan included information on the collection system, WWTP, equipment inventory and emergency response. Updated goals have been added to the CMOM Plan each year. A copy of the 2016 CMOM plan with yearly goals is included in **Appendix C**.

A 2017 Compliance Maintenance Annual Report (CMAR) was completed by the City to document the performance of the WWTP, determine any collection or treatment needs and measure the level of compliance with WPDES permit requirements over a calendar year. The 2017 CMAR confirmed that WWTP operations are functioning per designed and assisted in analyzing the additional treatment necessary to meet future WDNR effluent limits. A copy of the 2017 CMAR is included in **Appendix D**.

2.0 Project Planning Area

2.1 Location and Map

The City of Abbotsford is located on the border of Clark and Marathon Counties in central Wisconsin, adjacent to State Highway 29. The existing WWTP is located in the southeast corner of the City, and discharges to the nearby Elm Brook. In **Figure 1** below, a map displaying the WWTP location within the City limits is displayed. The current sanitary sewer service area is within the current municipal boundary.

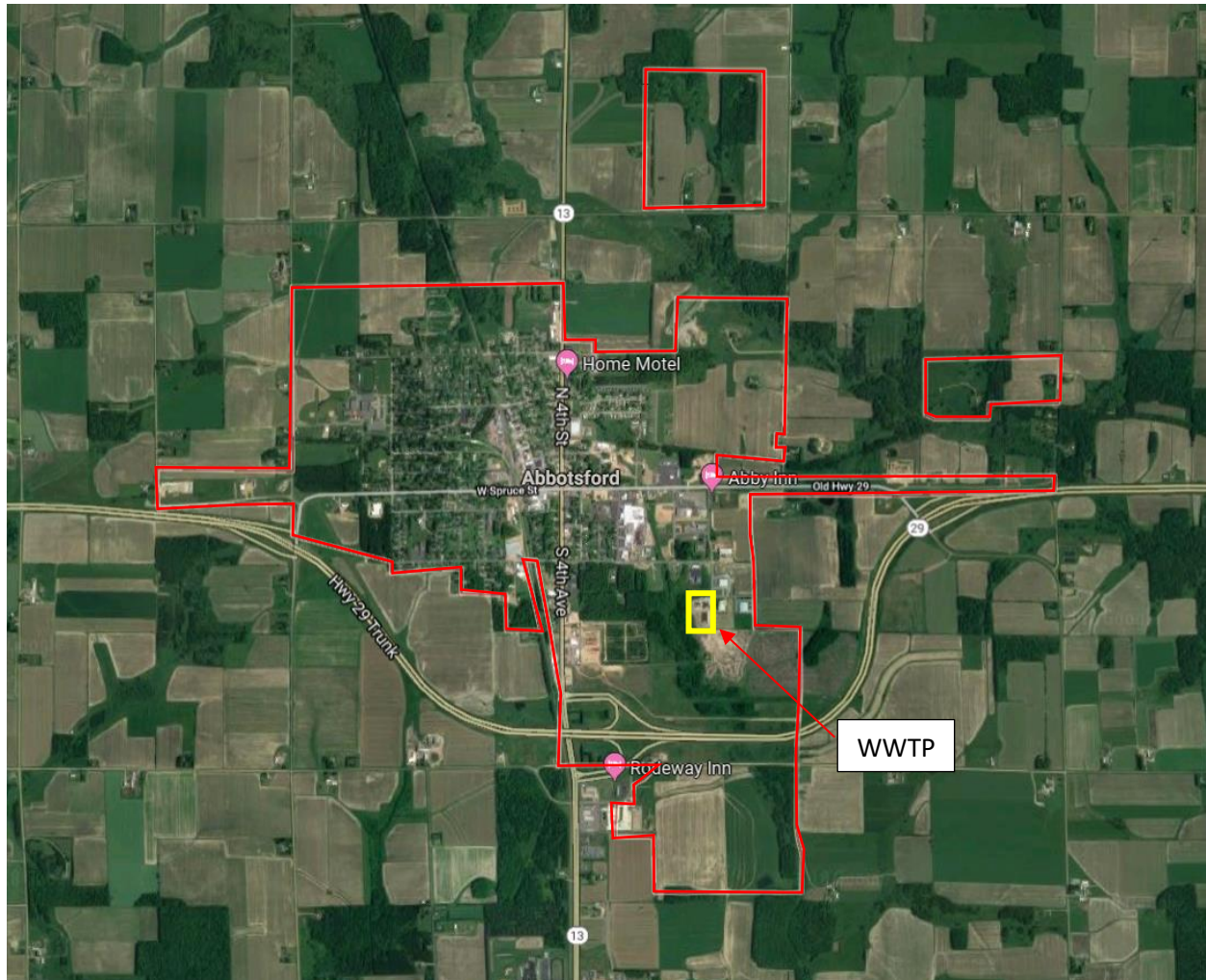


Figure 1 – City of Abbotsford Limits with WWTP Location

3.0 Background Information and Existing Conditions

3.1 Project History

A summary of key events related to the WWTP is provided below:

- 1961 - Treatment plant constructed on old site - two stage trickling filter
- 1972 - Covers added to the trickling filters to alleviate freezing
- 1978 - Inflow/Infiltration (I/I) study prepared
- 1979 - Facility Plan prepared - WWTP expansion for industrial loads
- 1980 - Sewer System Evaluation Survey completed
- 1983 - WWTP expansion completed - two stage trickling filter/rotating biological contactor (RBC) process
- 1984 - Four additional RBCs added for industrial capacity (AMPI)
- 1996 - Sludge thickener and sludge cake storage added
- 1997 - Mechanical fine screen added
- 2000 - Phosphorus removal chemical feed system added
- 2004 - Facility Plan completed to accommodate increased industrial loads
- 2007 - Trickling filter media and anaerobic digester equipment replaced, trickling filter covers recoated
- 2009 - Facility Plan submitted per WPDES compliance schedule
- 2009 - Abbyland Foods notifies the City of its intent to leave the City's WWTP
- 2009 - Facility Plan revised based on Abbyland's departure, recommends "No Action"
- 2011 - Master Plan of WWTP for long-range planning of improvements
- 2013 - Facility Plan revised for WWTP
- 2015 - Construction started on new
- 2016 - New WWTP placed into operation
- 2016 - Preliminary Compliance Alternatives Plan completed for phosphorus reduction
- 2017 - Final Compliance Alternatives Plan completed for phosphorus reduction
- 2018 - Application for Statewide MDV for phosphorus submitted and approved
- 2018 - New WPDES permit granted, contained new copper limits

3.2 Existing Facilities

3.2.1 WWTP Design

Abbotsford's WWTP is made up of systems installed in 2016 during initial construction of the current facility. The current wastewater treatment process utilizes a Sequencing Batch Reactor (SBR) process that includes chemical phosphorus removal. Influent flow first goes through a fine screen unit before passing through a magnetic-type influent wastewater flow meter for flow measurement. This is followed by solids removal in a grit chamber. From the grit chamber the influent flows into a splitter box which directs flow into the parallel sequencing batch reactors for the primary settling process and primary sludge removal. Ferric Chloride is added in the SBRs during aeration to aid in phosphorus reduction. The settling stage of the SBRs allow solids to settle and the resulting clear effluent is discharged from the WWTP to the Elm Brook. The sludge is pumped to the aerobic digester where it is further aerated. Decant capability sends flow via return sewer drain pipe to the plant site recycle flow lift station while the digested sludge is conveyed to one of four reed bed cells for sludge dewatering and storage. Recycle flow is received from the grit dewatering, digester supernatant and sludge dewatering drainage flows and conveyed via the plant site recycle flow lift station back to the influent channel of the grit removal unit at the head of the wastewater treatment facility. In **Figure 2** below, a diagram detailing the processes currently in place is displayed.

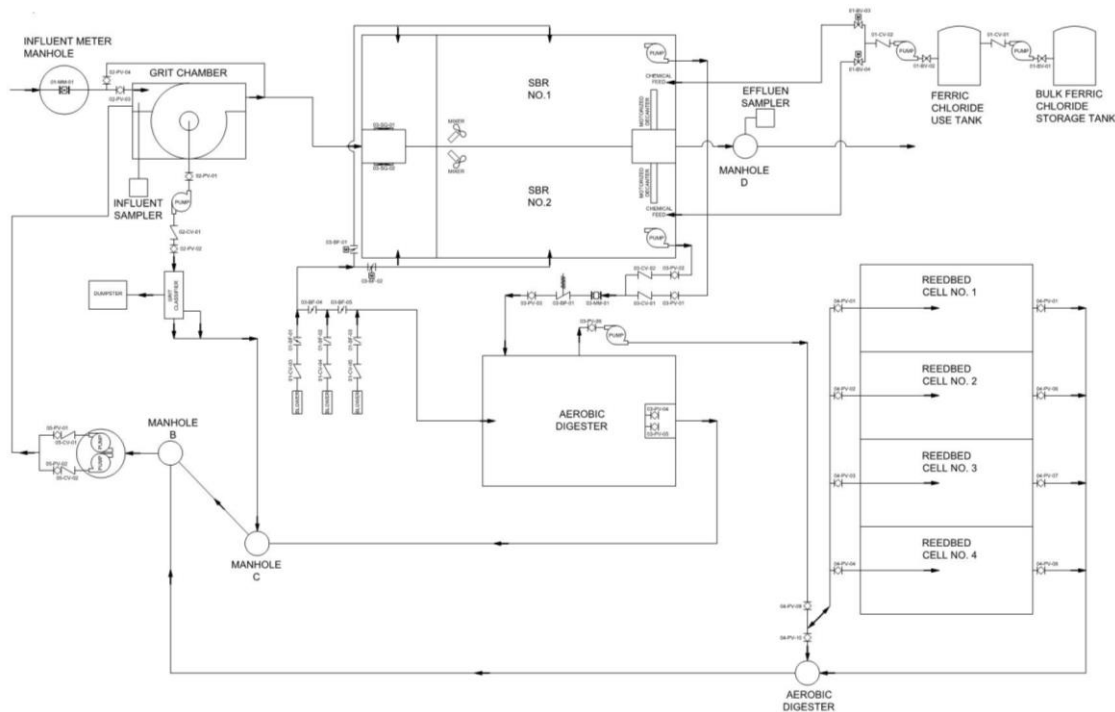


Figure 2 – City of Abbotsford WWTP schematic

The design capacity of the existing plant is shown in **Table 1**.

Table 1 - Design Capacity of Existing Plant

Parameter	Design Capacity
Design Flow Capacity	323,000 Gallons Per Day (0.323 MGD)
Average BOD Loading	663 lbs/day

The City of Abbotsford has an estimated population of 2,265 (US Census Bureau), the WWTP primarily services domestic sewage with some commercial and industrial (none of which contribute any large food waste). The current WWTP flows and loadings are detailed in **Table 2**:

Table 2 - Existing Flows & Loadings

Parameter	Existing Flows and Loadings
Annual Average Flow	0.239 mgd
Peak Month Flow	0.467 mgd
Peak Week Flow	0.608 mgd
Peak Day Flow	1.341 mgd
Peak Instantaneous Flow	1.591 mgd (1,327gpm)
Average BOD ₅	277 lbs/day
Peak Day BOD ₅	807 lbs/day
Average TSS	232 lbs/day
Peak Day TSS	1,560 lbs/day
* Based on testing from April 2016 to October 2018.	

3.2.2 Projected

The facility plan design year is 2038 based on a planning period of 20 years; However, the present worth calculations are based on the Rural Development (RD) loan period of 40 years. The population projection which is covered in more detail in a later section estimates 31% growth over the next 20 years, resulting in a 2038 population of 2,963.

Domestic flow and loading projections increase in proportion to the population, so a proportional 31% increase is expected in flows and loadings. In addition, 30,000 gpd of domestic strength loading is projected for new industrial growth over the next 20 years. Plus the capacity for treating up to 20,000 gpd of holding tank waste was included.

The 2038 projected flows and loadings are summarized in **Table 3**:

Table 3 - Projected Flows & Loadings

Parameter	Projected Flows and Loadings for Year 2038
Annual Average Design Flow	0.323 mgd
Peak Month Flow	0.638 mgd
Peak Week Flow	1.072 mgd
Peak Day Flow	1.573mgd
Peak Hourly Flow	2.304 mgd (1,600 gpm)
Average BOD ₅	663 lbs/day
Peak Day BOD ₅	1,682 lbs/day
Average TSS	666 lbs/day
Peak Day TSS	3,734 lbs/day
Average Phosphorus	15.6 lb/day
Average TKN	112 lb/day
Average Ammonia	67 lb/day

3.2.3 Effluent Limits

The City's current WPDES permit WI-0023141-09-0 was issued on March 13, 2018. A summary of the WPDES effluent limits are summarized in **Table 4** below. The current permit expires on March 31, 2023. A copy of the WPDES Permit with new effluent limits is included in **Appendix B**.

Table 4 - Sampling Point (Outfall) 005 – EFFLUENT TO ELM BROOK

Monitoring Requirements and Effluent Limitations					
Parameter	Limit Type	Limits and Units	Sample Frequency	Sample Type	Notes
BOD ₅ Total	Monthly Avg	20 mg/L	3/Week	24-Hr Comp	
BOD ₅ Total	Weekly Avg	30 mg/L	3/Week	24-Hr Comp	
Suspended Solids, Total	Monthly Avg	20 mg/L	3/Week	24-Hr Comp	
Suspended Solids, Total	Weekly Avg	30 mg/L	3/Week	24-Hr Comp	
pH Field	Daily Max	9.0 su	Daily	Grab	
pH Field	Daily Min	6.0 su	Daily	Grab	
Dissolved Oxygen	Daily Min	4.0 mg/L	Daily	Grab	
Copper, Total Recoverable	Daily Max	35 µg/L	Monthly	24-Hr Comp	Copper limits effective 04/01/2021. Monitoring required at permit effective date. See copper and hardness subsections below, as well as the
Copper, Total Recoverable	Daily Max	0.46 lbs/day	Monthly	24-Hr Comp	
Copper, Total Recoverable	Monthly Avg	22 µg/L	Monthly	24-Hr Comp	

Copper, Total Recoverable	Weekly Avg	22 µg/L	Monthly	24-Hr Comp	subsection on the wet weather mass limit for copper.
Copper Variable Limit		lbs/day	Monthly	Calculated	
Copper, Total Recoverable	Weekly Avg – Variable	lbs/day	Monthly	Calculated	
Hardness, Total as CaCO ₃		mg/L	Quarterly	24-Hr Comp	See subsection below on copper and hardness.
Phosphorus, Total	Monthly Avg	0.6 mg/L	3/Week	24-Hr Comp	This is an interim MDV limit. See the MDV/phosphorus subsections below & the phosphorus compliance schedule.
Phosphorus, Total		lbs/month	Monthly	Calculated	Report the total monthly phosphorus discharged in lbs/month on the last day of the month on the DMR. See Standard Requirements for 'Appropriate Formulas' to calculate the Total Monthly Discharge in lbs/month.
Phosphorus, Total		lbs/year	Annual	Calculated	Report the sum of the total monthly discharges (for the months that the MDV is in effect) for the calendar year on the Annual report form.
Nitrogen, Ammonia (NH ₃ -N) Total	Monthly Avg	3.7 mg/L	3/Week	24-Hr Comp	Limit applies Jan-April
Nitrogen, Ammonia (NH ₃ -N) Total	Weekly Avg	8.3 mg/L	3/Week	24-Hr Comp	Limit applies Jan-April
Nitrogen, Ammonia (NH ₃ -N) Total	Monthly Avg	4.2 mg/L	3/Week	24-Hr Comp	Limit applies May-Sept
Nitrogen, Ammonia (NH ₃ -N) Total	Weekly Avg	9.7 mg/L	3/Week	24-Hr Comp	Limit applies May-Sept
Nitrogen, Ammonia (NH ₃ -N) Total	Daily Max	15 mg/L	3/Week	24-Hr Comp	Limit applies Oct-April

Nitrogen, Ammonia (NH ₃ -N) Total	Monthly Avg	6.0 mg/L	3/Week	24-Hr Comp	Limit applies Oct-Dec
Nitrogen, Ammonia (NH ₃ -N) Total	Weekly Avg	14 mg/L	3/Week	24-Hr Comp	Limit applies Oct-Dec
Acute WET		TU _a	See Listed Qtr(s)	24-Hr Comp	See WET testing subsection below
Chronic WET		TU _c	See Listed Qtr(s)	24-Hr Comp	See WET testing subsection below

3.2.4 Summary of Sanitary Sewer Collection System and I/I

The Abbotsford wastewater collection system consists of 12-miles of sanitary sewers ranging between 8 to 24-inches. There are 3 lift stations and one WWTP in the utility system. Overall, the collection system meets the needs of the City and has capacity for future growth. The collection system is not interconnected with any other system.

The history of the flow into the existing WWTP is that the City has experienced large flows due to Inflow and Infiltration (I/I). The I/I has been and continues to be addressed by the City in their Public Sanitary Sewer Collection System. Over the years, the City has replaced old collection pipes with new pipes, and replaced leaky sewer manholes with new sewer manholes in a planned method of eliminating I/I in the collection system. The City has a yearly program of continuing the progress of replacing older collection pipes with new pipes. Abbotsford is televising sections of the system each year and prioritizing the pipes to be upgraded.

But, the majority of the I/I coming into the system is being attributed to the private sanitary sewer laterals that are not owned by the City but by the residents who own the properties that are being served. The hundreds of privately owned laterals that may be allowing I/I into the system cannot be replaced without a monumental cost and construction that would affect the majority of residents in Abbotsford.

I/I has historically been a significant component of Abbotsford's wastewater system. An I/I analysis and Sewer System Evaluation Survey (SSES) were conducted in the late 1970's and early 1980's, and associated cost-effective I/I rehabilitation construction was completed in conjunction with the 1983 WWTP upgrade project. The I/I and SSES work completed at the time included flow isolation measurements, a surface inspection, subsurface inspection of manholes, a civic survey for inflow sources on private property, smoke and dye testing of suspected storm sewer problem areas and television inspection of selected suspect sanitary sewer lines.

Additional historic items include an abbreviated assessment of I/I flows made for the first eight months of 2004 to evaluate the I/I flows as compared to the estimates from the 1980's project. Climatological data for Wausau, located about 30 miles east of

Abbotsford, was utilized to evaluate precipitation and snowmelt for the 2004 assessment period. **Table 5** summarizes I/I estimates contained in the 1983 study and the data from the 2004 assessment. Detailed information regarding the study and assessment can be found in **Appendix A**.

Table 5 – I/I Summary: 1983 SSES vs. 2004 Assessment

	1983 SSES	2004 Data Assessment
Average Weet Monthly Flow	441,000 gpd	200,000 gpd ¹
Peak Daily Flow	1,578,130 gpd	1,000,000 gpd ²
1	= 150,000 gpd infiltration plus 50,000 gpd inflow	
2	= 200,000 gpd infiltration plus 800,000 gpd inflow	

Since I/I flows assessed for 2004 appear similar to or less than the 1983 flows estimated after cost- effective I/I rehabilitation, and since new inflow sources are prohibited by ordinance from connection to the sanitary sewer, it is concluded that no further formal I/I or SSES studies be conducted. It is recommended that the City continue its present course of planning for replacement of older sewer lines as was described at the beginning of this section.

3.2.5 Conditions of Existing Facilities

The City of Abbotsford’s WWTP was constructed in 2015 and went online in 2016, placing the system in the early years of its service life. While the SBR system is currently functioning properly and is still considered a practical treatment technique for wastewater, new WDNR effluent limits require evaluation of tertiary treatment alternatives. The existing WWTP is considered to be in good to excellent condition and the site has available space for the addition of a tertiary treatment process as well as future expansion.

4.0 Need for Project

4.1 Effluent Limits

The current WWTP meets all effluent limits monitored by WDNR when the City’s phosphorus variance is taken into account according to the 2017 data analyzed; however, a future copper limit of 0.022 mg/L and future phosphorus limit of 0.075 mg/l will be imposed by WDNR. With the existing processes at the WWTP, there would be no way of meeting these new stringent limits. The current WWTP can consistently reduce phosphorus to 0.25 mg/l with chemical removal but is not capable of meeting the new 0.075 mg/l limit. The existing sequencing batch reactor can reduce phosphorus biologically to approximately 1.0 mg/l. Chemical addition of ferric chloride further reduces the phosphorus in the WWTP effluent to 0.15 – 0.25 mg/l. The

WWTP effluent has had some lower phosphorus results but not on a consistent basis. No process is currently in place at the WWTP to directly address copper removal.

In regard to the proposed stringent copper limit of 0.022 mg/l the city applied for a waiver, but the waiver was denied by the WDNR. Water quality trading is not an available alternative for copper limits and the City decided against adding additional chemicals on the drinking water side of the system. Additional tertiary treatment will have to be added to the WWTP to address the copper effluent limit requirements. Major upgrades will need to be completed in order for the Abbotsford WWTP to meet WDNR effluent limits.

Previously, because of the limited technology available to achieve the proposed phosphorus limit of 0.075 mg/l, the City continued progressing on reviewing alternative treatment techniques and requested an MDV. The City looked not only at technology capable of achieving the stringent limit but also at alternative methods available for municipalities. The City reviewed final filters, adaptive management, and water quality trading, none of which were cost effective solutions. Additional tertiary treatment technologies are now being considered for phosphorus removal in conjunction with the investigation for copper removal technologies.

4.2 Health, Sanitation, & Safety

The Abbotsford WWTP does not currently have any major health, sanitation or safety concerns according to operations staff and the WDNR. The 2017 CMAR, found in **Appendix D**, documented performance ratios of zero for lift station failures, sewer pipe failures and sanitary sewer overflows. Basement backups from 2017 resulted in a performance ratio of 0.33 (number/sewer mile) and will be monitored moving forward to determine a common cause.

4.3 System O & M

Collection system operation and maintenance (O&M) consists of inspection, evaluation, preventative maintenance, and cleaning of sewer mains and laterals, manholes and lift stations to maintain flow and mitigate inflow and infiltration. O&M varies by the equipment type, condition, age and operating history with equipment identified as critical receiving maintenance at greater frequencies. It is recommended that the City update their Capacity, Management, Operation, and Maintenance (CMOM) plan as often as possible. This allows the City to keep track of vital information regarding the collection system, WWTP, equipment inventory and emergency response. By updating the CMOM on a yearly basis, O&M is planned out and documented and also it outlines future sanitary system upgrades.

Video inspection of the system is one of the best tools for assessing maintenance concerns of the collection system infrastructure. As previously stated, it is recommended that the City continue to televise portions of the collection system each year so that certain segments can be prioritized for future utility improvement projects.

4.4 Growth

The United States Census Bureau estimates that in 2017 the population for the City of Abbotsford was 2,265 people.

The U.S. Census back in 2010 listed the City of Abbotsford as having a population of 2,310. Projections from the Wisconsin Department of Administration are for the population of Abbotsford to continually increase. A 2038 population of 2,963 is interpolated from the 5-year projected populations outlined in **Table 6** below (taken from the Wisconsin Department of Administration, Demographic Services Center). A population growth of 31% is anticipated between the years 2018 and 2038.

Table 6 – City of Abbotsford Municipal Projections 2010-2040

2010 Census	2015 Projection	2020 Projection	2025 Projection	2030 Projection	2035 Projection	2040 Projection
2,310	2,370	2,520	2,660	2,795	2,915	2,995

5.0 Alternatives Identification

Several alternatives have been considered for addressing future WDNR effluent limits. The assumptions used for developing the alternatives are as follows:

- Each alternative must include copper reduction treatment to obtain the future WDNR limit.
- Each alternative must include phosphorus reduction treatment to obtain the future WDNR limit.
- Each alternative includes the ability to expand with plant capacity if necessary.

Adaptive management and water quality trading are not alternatives made available by the WDNR to address copper effluent limits, therefore treatment alternatives were investigated. One alternative would be to convert the existing SBR system into a membrane bioreactor (MBR) system. A second alternative calls for the addition of a regenerative sand filtration process to the existing WWTP. The third alternative is to install an Advanced Biological Nutrient Recovery (ABNR) system at the end existing WWTP system. All three alternatives would involve expansion of the WWTP on the existing lot.

An evaluation of economic criteria will be analyzed further in Section 6 and 7.

5.1 Alternative 1 – Convert to Membrane Bioreactor (MBR)

Membrane filtration can only achieve the phosphorus and copper removal necessary to meeting DNR effluent limits when used in an activated sludge process. Retrofitting an MBR system into the existing SBR system at the WWTP would include the installation of fine screening,

membrane modules, permeate pumps, membrane air scour blowers, membrane cleaning system, RAS pumps, and a coagulation feed system. Existing SBR tanks would be reused as aeration or selector tanks. To construct a membrane bioreactor, an area of approximately 50 feet by 50 feet will be needed. This is available on the existing site. An equalization tank would also be included in this alternative to sufficiently limit flows to the MBR and save on the cost of membranes and future membrane replacement as well as energy associated with air scour and additional membrane cleaning chemicals. A septage receiving station will also be added.

5.2 Alternative 2 – Regenerative Sand Filtration Tertiary Treatment

This alternative includes the installation of a regenerative sand filtration system as tertiary treatment at the end of the existing WWTP. The regenerative sand filtration system will treat effluent from the SBRs for copper and phosphorus removal before discharging to the existing outfall location. This alternative includes an equalization tank to balance peak flows, and a septage receiving station will be added as a revenue opportunity.

The advantage of this technology is that it can handle variable flows with ease compared to other technologies and requires very little daily maintenance. Another advantage is the extremely small footprint of approximately 45 feet by 45 feet, seen in the preliminary site plan in **Appendix E**. The disadvantage of this technology is its use of chemicals. Ferric chloride is used to coat the filter media.

5.3 Alternative 3 - Advanced Biological Nutrient Recovery Tertiary Treatment

This alternative includes the installation of an equalization tank and advanced biological nutrient recovery (ABNR) system as tertiary treatment at the end of the existing WWTP. The ABNR system will treat effluent from the SBRs for copper and phosphorus removal before discharging to the existing outfall location. A septage receiving station will be added as a revenue opportunity.

Alternative three would be implemented in a phased approach. Phase one construction would install a photobioreactor sized to handle existing flows and loadings, with ancillary equipment sized for 20-year design flows. Phase two would be anticipated for construction in 15 years and would involve expansion of the greenhouse and photobioreactor system to handle 20-year design flows. The ABNR system is modular and easily scalable. It should also be noted that the ABNR system operates best with influent phosphorus levels of 4.0 mg/L. Seeing as the SBRs biologically reduce phosphorus to 1.0 mg/l the WWTP can stop adding ferric chloride to their treatment system and even reduce the aeration taking place in the SBRs. This will reduce operating costs for chemicals as well as decrease the volume of sludge produced, decreasing the frequency of reed bed replanting.

The advantages of this technology are that it uses minimal amounts of chemical and provides a revenue stream. The ABNR system utilizes naturally occurring biology to consume excess nutrients prior to discharge and will reduce the amount of ferric chloride used in the existing SBRs. Revenue is generated by the sale of the biomass co-product that the ABNR produces to downstream markets. The disadvantages of this alternative are the difficulty handling large

variations in flow and the larger footprint required. A footprint of approximately 6,170 square feet is needed for phase one, seen in the preliminary site plan in **Appendix F**, and a 3,350 square expansion will be necessary for phase two.

6.0 Alternative Analysis

6.1 Phasing of Improvements

The first step in the WWTP improvement project is for the City of Abbotsford to apply for various funding options such as Rural Development (RD), Community Development Block Grant (CDBG), or the WDNR Clean Water Fund which would involve submitting a Preliminary Engineering Report (PER) and an Environmental Report (ER). The next step would be to develop the plans and specifications for the proposed project and have final plans and specifications to WDNR by June 30, 2019 with construction of the upgrades to meet water quality based effluent limits starting in June 30, 2020. Construction of the WWTP upgrades would be complete and the WWTP shall be up in running by April 1, 2021.

6.2 Economic Analysis

The alternatives were evaluated using cost information prepared for each option. Present worth analysis is used to more accurately compare cost items that have shorter life expectancies and operation and maintenance cost items. While alternatives one and two are designed to handle the WWTP 20-year design flows, alternative three would be implemented in a two-phase approach with the second phase bringing the system up to 20-year design flow capacity. For alternative three, phase one is considered for the capital cost, and phase two is included in the present worth calculation with the expansion taking place in 15 years.

6.3 Environmental Impact

Alternatives one and two require the use of chemicals in their processes, while alternative three is a biological process. Minimal chemicals would be needed for the Advanced Biological Nutrient Recovery system as it leverages naturally occurring biology to consume excess nutrients prior to discharge. While alternatives one and two would increase the sludge production of the existing WWTP, alternative three generates a co-product biomass that can be used for a range of market applications. Another environmental benefit of alternative three is the use of carbon, which can be sourced by capturing CO₂ emitted at nearby foundries. The carbon from the CO₂ is used by the ABNR while the oxygen is released back into the environment.

7.0 Alternatives Selection

The alternatives were evaluated using cost information prepared for each option. The cost estimates are included in **Appendix G**. All cost figures are in 2018 dollars. A comparison of capital costs does not adequately compare the alternatives from a financial basis. A more complete cost analysis includes considering operation, maintenance and salvage costs for a life cycle cost analysis to calculate a present

worth value. Present worth value is calculated by taking the long-term costs and including an interest adjustment to account for the time value of money. The interest rate of 3.625% that is used is determined by WDNR and present worth calculations are based on the anticipated funding period of 40-years. A summary of the capital costs and present worth costs is provided in **Table 7**. The present worth analysis is included in **Appendix H**.

Table 7 – Capital Cost Present Worth Summary

	Alternative	WWTP Capital Cost	Total Present Worth
1	Convert to MBR	\$5,192,128.75	\$11,826,072.49
2	Add Regenerative Sand Filtration	\$4,819,270.00	\$11,178,085.22
3	Add ABNR	\$6,100,166.97	\$9,404,551.12

The City of Abbotsford also evaluated the alternatives by using a decision matrix. The decision matrix takes into account capital costs, present worth value, and environmental concerns. The decision matrix for this project is shown in **Table 8**.

Table 8 – Decision Matrix

Abbotsford WWTP Alternatives			
1 = Not Desirable 2 = Neutral 3 = Desirable			
	Convert to MBR	Add Regenerative Sand Filtration	Add ABNR
Capital Cost	2	3	1
Present Worth Value	1	2	3
Environmental Concerns	1	2	3
Total	4	7	7

8.0 Proposed Project (Recommended Alternative)

Based on the information in the Alternatives Selection Section above, the recommended alternative is the addition of tertiary treatment utilizing Advanced Biological Nutrient Recovery (ABNR). As previously stated, this alternative would be inserted into the current WWTP system between the existing SBRs and the outfall location and would include the installation of a photobioreactor with ancillary equipment as well as an equalization tank and septage receiving.

One of the advantages of this system is the environmental benefit; The ABNR will not only reduce the use of chemicals by the WWTP but convert waste CO2 to oxygen and produce a biomass co-product as opposed to sludge. Another advantage is the biomass co-product provides a source of revenue to the wastewater utility. This alternative also provides options for expansion beyond 20 years as the ABNR system is modular and scalable. Another advantage is the factor of safety built into the ABNR system as it consistently produces effluent with phosphorus levels less than 0.035 mg/l.

9.0 Public Hearing

The facility plan requires an advertised public hearing. The public hearing meeting date is scheduled for February 2019.

10.0 Conclusion

The City of Abbotsford operates an existing WWTP that is only two years old and well maintained. In terms of volume, the WWTP handles existing flows with ease and is designed to handle the next 20 years of projected growth. The WWTP currently meets all effluent limits outlined in the WPDES permit; however, the implementation of more stringent phosphorus and copper effluent limits by the WDNR will result in the WWTP being out of compliance. The recommended alternative is for the City to construct an ABNR system as tertiary treatment for copper and phosphorus removal at their existing WWTP. Upgrades also included in the overall project scope would consist of a septage receiving station and equalization tank. The City will be working with Rural Development to obtain funds that will aid the City in the WWTP addition construction projects.



Professional Services Agreement

This AGREEMENT (Agreement) is made today January 23, 2019 by and between CITY OF ABBOTSFORD (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Abbotsford 2019 Non-TIF Related Services

The scope of the work authorized is: Assist the City with project planning and consultation services as requested by the City for Non-TIF related services. Work is to be authorized by the City prior to proceeding and will be tracked on a task by task basis for clarity in invoicing.

The schedule to perform the work is: Approximate Start Date: 01/23/2019
Approximate Completion Date: 12/31/2019

The estimated fee for the work is: \$2,500

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

CITY OF ABBOTSFORD

Lori Voss
Mayor
Date: _____

Dan Grady, Administrator/Clerk/Treasurer

Date: _____

MSA PROFESSIONAL SERVICES, INC.

Todd Trader, PE
Team Leader
Date: January 17, 2019

146 North Central Avenue; Suite 201
Marshfield, WI 54449
Phone: 715-384-2133

203 North First Street
Abbotsford, WI 54405
Phone: 715-223-3444

**ATTACHMENT A:
RATE SCHEDULE**

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Architects	\$127-\$168/hr.
Clerical	\$60-\$100/hr.
CAD Technician	\$68-\$132/hr.
Geographic Information Systems (GIS).....	\$92-\$136/hr.
Housing Administration	\$67-\$114/hr.
Hydrogeologists	\$120-\$144/hr.
Planners	\$97-\$200/hr.
Principals.....	\$185-\$230/hr.
Professional Engineers	\$104-\$230/hr.
Project Manager.....	\$87-\$200/hr.
Professional Land Surveyors	\$90-\$160/hr.
Staff Engineers.....	\$87-\$135/hr.
Technicians	\$76-\$120/hr.
Wastewater Treatment Plant Operator.....	\$70-\$89/hr.

REIMBURSABLE EXPENSES

Copies/Prints.....	Rate based on volume
Fax	\$1.00/page
GPS Equipment	\$40/hour
Mailing/UPS	At cost
Automobile Mileage – (currently \$0.545/mile)	Rate set by Fed. Gov.
MSA Truck Mileage	\$0.70/mile
Nuclear Density Testing	\$25.00/day + \$10/test
Organic Vapor Field Meter	\$100/day
PC/CADD Machine.....	Included in labor rates
Robotics Geodimeter.....	\$30/hour
Stakes/Lath/Rods.....	At cost
Total Station	Included in labor rates
Travel Expenses, Lodging, & Meals.....	At cost
Traffic Counting Equipment & Data Processing	At cost

* Labor rates represent an average or range for a particular job classification. These rates are in effect until January 1, 2019. After January 1, 2019, these rates may increase by not more than 5% per year.

**MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC)**

1. **Scope and Fee.** The quoted fees and scope of services constitute the best estimate of the fees and tasks required to perform the services as defined. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may reveal a change in direction which may alter the scope. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required. The OWNER agrees to clarify and define project requirements and to provide such legal, accounting and insurance counseling services as may be required for the project

2. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Past due balances shall be subject to an interest charge at a rate of 12% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

3. **Costs and Schedules.** Costs and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

4. **Access to Site.** Owner shall furnish right-of-entry on the project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

5. **Location of Utilities.** Consultant shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend Consultant in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to Consultant by others.

6. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other decisions made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not guarantee that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

7. **Construction.** This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work of the contractors or subcontractors.

8. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, and use a level of effort consistent with current professional standards in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

9. **Construction Site Visits.** MSA shall make visits to the site at intervals appropriate to the various stages of construction as MSA deems necessary in order to observe, as an experienced and qualified design professional, the progress and quality of the various aspects of Contractor's work.

The purpose of MSA's visits to, and representation at the site, will be to enable MSA to better carry out the duties and responsibilities assigned to and undertaken by MSA during the Construction Phase, and in addition, by the exercise of MSA's efforts as an experienced and qualified design professional, to provide for OWNER a greater degree of confidence that the completed work of Contractor will conform in general to the Contract Documents and that the integrity of the design concept of the completed Project as a functioning whole as indicated in the Contract Documents has been implemented and preserved by Contractor. On the other hand, MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

10. **Termination.** This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

11. **Betterment.** If, due to MSA's error, any required or necessary item or component of the project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

12. **Hazardous Substances.** OWNER acknowledges and agrees that MSA has had no role in generating, treating, storing, or disposing of hazardous substances or materials which may be present at the project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

13. **Insurance.** MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

14. **Reuse of Documents.** Reuse of any documents and/or services pertaining to this project by the OWNER or extensions of this project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

15. **Indemnification.** To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, agents, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, agents, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, agents, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

16. **Dispute Resolution.** OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNER and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in any state or federal court having jurisdiction.

17. **Exclusion of Special, Indirect, Consequential and Liquidated Damages.** Consultant shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the project or this contract.

18. **State Law.** This agreement shall be construed and interpreted in accordance with the laws of the State of INSERT STATE.

19. **Jurisdiction.** OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of INSERT STATE for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be, at MSA's option, Sauk County, Wisconsin, or any county in which MSA has an office.

20. **Understanding.** This agreement contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.