

City of Abbotsford

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

ABBOTSFORD CITY COUNCIL
TO BE HELD MONDAY June 7, 2021 at 6:00 P.M.
AT THE ABBOTSFORD COUNCIL CHAMBER

1. Public Hearing RE: Kennel License Application
2. Call the regular meeting to order
 - a. Roll call
 - b. Pledge of Allegiance
3. Comments by the Mayor
4. Comments by the Administrator (pgs 3-11)
5. Comments by the Public
6. Minutes from the City Council Meeting held May 3, 2021 (pg 12-14)
 - a. Waive the reading and approve/disapprove the minutes
7. Incidents, Training, Accidents
8. Approve/Disapprove Kennel License Application for 218 S. 4th St
9. Approve/Disapprove Mayor Jim Weix, Council President Mason Rachu, Marcella Amundson, and Mary Sanders as the Authorized Signers on the Abbotsford Cemetary Association Account at AbbyBank
10. Approve/Disapprove the Appointment of Kayla Nixdorf to Fill the Open City Council Seat in District 3 (pgs 15-16)
11. Approve/Disapprove Paying Room Tax Members
12. Public Works Update
13. Approve/Disapprove Award of Winning Bid for Linden Street Project
14. Approve/Disapprove Stocking the Retention Pond in the Schilling Subdivision with Fish and Installing an Aerator.
15. Approve/Disapprove 5 year Contract Extension to Maintenance Contract with Otis Elevator (pg 17)
16. Water/Wastewater Update
17. Approve/Disapprove Liquor and Beer License Renewals (pg 18-19)
18. Approve/Disapprove Cigarette Licenses Renewals (pg 19)
19. Approve/Disapprove Operator's License Originals and Renewals (pg 19-21)
20. Approve/Disapprove Resolution 2021-5 A Resolution Providing For the Action Concerning the Annual Compliance Maintenance Report to the Department of Natural Resources (pgs 22-48)
21. Approve/Disapprove Resolution 2021-6 A Resolution Authorizing the Mayor or Superintendent of Schools to Sign the Tornado Shelter Federal Emergency Management Agency (FEMA) Grant (pg 49)
22. Discussion: Keeping Fowl (Chickens and Ducks) Within the City limits (pgs 50-53)

23. Approve/Disapprove Opening or Closing City Hall on Monday July 5, 2021 Due to the July 4th Holiday
24. Approve/Disapprove Moving Monday July 5, 2021 City Council Meeting to Alternate Date Due to July 4th Holiday
25. Approve/Disapprove New Contract for City Administrator (pgs 54-58)
26. Items for Future Agendas - No Action Will Be Taken
27. Next Meetings:, Committee of the Whole June 16, 2021; City Council TBD
28. Adjourn

City Council 6-7-21

Mon, Jun 7, 2021 6:00 PM - 9:00 PM (CDT)

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City of Abbotsford
Dan Grady, Lou Luedtke, Lori Voss

2020 Dividend

Hello All,

I'm excited to share that the Board of Directors has declared a \$2,750,000 dividend for our 459 policyholders in 2020. Since 2006 LWMMI has paid back dividends in excess of \$27,000,000 to our members!

Half of the dividend is based on member pro rata premiums earned from January 1, 2016 through December 31, 2020. The remaining half is based on member experience for the same period of time.

Your 2020 Dividend payment is **\$5375.00**. Including this 2020 Dividend, over the past 15 years, LWMMI has returned \$18784.00 to you.

The League of Wisconsin Municipalities Mutual Insurance is able to pay dividends because claims experience was better than expected by the actuaries and investment returns were positive. Even after paying \$2,750,000 to members, our policyholder surplus remains in excess of \$48,000,000 allowing us to provide great financial protection for your insurance program and it is in great financial shape.

The ability to share a dividend again comes at a great time as many of us continue to work and live in communities that have been deeply affected by the coronavirus outbreak. The safety of our employees and citizens is the highest priority and we hope that these funds will make that goal a little easier to achieve.

Thank you for your past participation.

Sincerely,



David De Angelis
President
May 2021

CC: Jesse Furrer, Spectrum Insurance Group, LLC

LWMMI

League of Wisconsin Municipalities Mutual Insurance

131 West Wilson Street
Suite 502
Madison, Wisconsin 53703

p 608.833.9595
f 608.833.8088

matt@lwmmi.org
www.lwmmi.org

FACT SHEET: The Coronavirus State and Local Fiscal Recovery Funds Will Deliver \$350 Billion for State, Local, Territorial, and Tribal Governments to Respond to the COVID-19 Emergency and Bring Back Jobs

May 10, 2021

Aid to state, local, territorial, and Tribal governments will help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery

Today, the U.S. Department of the Treasury announced the launch of the Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021, to provide \$350 billion in emergency funding for eligible state, local, territorial, and Tribal governments. Treasury also released details on how these funds can be used to respond to acute pandemic response needs, fill revenue shortfalls among these governments, and support the communities and populations hardest-hit by the COVID-19 crisis. With the launch of the Coronavirus State and Local Fiscal Recovery Funds, eligible jurisdictions will be able to access this funding in the coming days to address these needs.

State, local, territorial, and Tribal governments have been on the frontlines of responding to the immense public health and economic needs created by this crisis – from standing up vaccination sites to supporting small businesses – even as these governments confronted revenue shortfalls during the downturn. As a result, these governments have endured unprecedented strains, forcing many to make untenable choices between laying off educators, firefighters, and other frontline workers or failing to provide other services that communities rely on. Faced with these challenges, state and local governments have cut over 1 million jobs since the beginning of the crisis. The experience of prior economic downturns has shown that budget pressures like these often result in prolonged fiscal austerity that can slow an economic recovery.

To support the immediate pandemic response, bring back jobs, and lay the groundwork for a strong and equitable recovery, the American Rescue Plan Act of 2021 established the Coronavirus State and Local Fiscal Recovery Funds, designed to deliver \$350 billion to state, local, territorial, and Tribal governments to bolster their response to the COVID-19 emergency and its economic impacts. Today, Treasury is launching this much-needed relief to:

- Support urgent COVID-19 response efforts to continue to decrease spread of the virus and bring the pandemic under control;
- Replace lost public sector revenue to strengthen support for vital public services and help retain jobs;
- Support immediate economic stabilization for households and businesses; and,
- Address systemic public health and economic challenges that have contributed to the unequal impact of the pandemic on certain populations.

The Coronavirus State and Local Fiscal Recovery Funds provide substantial flexibility for each jurisdiction to meet local needs—including support for households, small businesses, impacted industries, essential workers, and the communities hardest-hit by the crisis. These funds also deliver resources that recipients can invest in building, maintaining, or upgrading their water, sewer, and broadband infrastructure.

Starting today, eligible state, territorial, metropolitan city, county, and Tribal governments may request Coronavirus State and Local Fiscal Recovery Funds through the Treasury Submission Portal. Concurrent with this program launch, Treasury has published an Interim Final Rule that implements the provisions of this program.

FUNDING AMOUNTS

The American Rescue Plan provides a total of \$350 billion in Coronavirus State and Local Fiscal Recovery Funds to help eligible state, local, territorial, and Tribal governments meet their present needs and build the foundation for a strong recovery. Congress has allocated this funding to tens of thousands of jurisdictions. These allocations include:

| Type | Amount (\$ billions) |
|--|---------------------------------|
| States & District of Columbia | \$195.3 |
| Counties | \$65.1 |
| Metropolitan Cites | \$45.6 |
| Tribal Governments | \$20.0 |
| Territories | \$4.5 |
| Non-Entitlement Units of Local Government | \$19.5 |

Treasury expects to distribute these funds directly to each state, territorial, metropolitan city, county, and Tribal government. Local governments that are classified as non-entitlement units will receive this funding through their applicable state government. Treasury expects to provide further guidance on distributions to non-entitlement units next week.

Local governments should expect to receive funds in two tranches, with 50% provided beginning in May 2021 and the balance delivered 12 months later. States that have experienced a net increase in the unemployment rate of more than 2 percentage points from February 2020 to the latest available data as of the date of certification will receive their full allocation of funds in a single payment; other states will receive funds in two equal tranches. Governments of U.S. territories will receive a single payment. Tribal governments will receive two payments, with the first payment available in May and the second payment, based on employment data, to be delivered in June 2021.

USES OF FUNDING

Coronavirus State and Local Fiscal Recovery Funds provide eligible state, local, territorial, and Tribal governments with a substantial infusion of resources to meet pandemic response needs and rebuild a stronger, more equitable economy as the country recovers. Within the categories of eligible uses, recipients have broad flexibility to decide how best to use this funding to meet the needs of their communities. Recipients may use Coronavirus State and Local Fiscal Recovery Funds to:

- **Support public health expenditures**, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
- **Address negative economic impacts caused by the public health emergency**, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
- **Replace lost public sector revenue**, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
- **Provide premium pay for essential workers**, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
- **Invest in water, sewer, and broadband infrastructure**, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Within these overall categories, Treasury’s Interim Final Rule provides guidelines and principles for determining the types of programs and services that this funding can support, together with examples of allowable uses that recipients may consider. As described below, Treasury has also designed these provisions to take into consideration the disproportionate impacts of the COVID-19 public health emergency on those hardest-hit by the pandemic.

1. Supporting the public health response

Mitigating the impact of COVID-19 continues to require an unprecedented public health response from state, local, territorial, and Tribal governments. Coronavirus State and Local Fiscal Recovery Funds provide resources to meet these needs through the provision of care for those impacted by the virus and through services that address disparities in public health that have been exacerbated by the pandemic. Recipients may use this funding to address a broad range of public health needs across COVID-19 mitigation, medical expenses, behavioral healthcare, and public health resources. Among other services, these funds can help support:

- **Services and programs to contain and mitigate the spread of COVID-19, including:**
 - ✓ Vaccination programs
 - ✓ Medical expenses
 - ✓ Testing
 - ✓ Contact tracing
 - ✓ Isolation or quarantine
 - ✓ PPE purchases
 - ✓ Support for vulnerable populations to access medical or public health services
 - ✓ Public health surveillance (e.g., monitoring for variants)
 - ✓ Enforcement of public health orders
 - ✓ Public communication efforts
 - ✓ Enhancement of healthcare capacity, including alternative care facilities
 - ✓ Support for prevention, mitigation, or other services in congregate living facilities and schools
 - ✓ Enhancement of public health data systems
 - ✓ Capital investments in public facilities to meet pandemic operational needs
 - ✓ Ventilation improvements in key settings like healthcare facilities

- **Services to address behavioral healthcare needs exacerbated by the pandemic, including:**
 - ✓ Mental health treatment
 - ✓ Substance misuse treatment
 - ✓ Other behavioral health services
 - ✓ Hotlines or warmlines
 - ✓ Crisis intervention
 - ✓ Services or outreach to promote access to health and social services
- **Payroll and covered benefits expenses** for public health, healthcare, human services, public safety and similar employees, to the extent that they work on the COVID-19 response. For public health and safety workers, recipients can use these funds to cover the full payroll and covered benefits costs for employees or operating units or divisions primarily dedicated to the COVID-19 response.

2. Addressing the negative economic impacts caused by the public health emergency

The COVID-19 public health emergency resulted in significant economic hardship for many Americans. As businesses closed, consumers stayed home, schools shifted to remote education, and travel declined precipitously, over 20 million jobs were lost between February and April 2020. Although many have since returned to work, as of April 2021, the economy remains more than 8 million jobs below its pre-pandemic peak, and more than 3 million workers have dropped out of the labor market altogether since February 2020.

To help alleviate the economic hardships caused by the pandemic, Coronavirus State and Local Fiscal Recovery Funds enable eligible state, local, territorial, and Tribal governments to provide a wide range of assistance to individuals and households, small businesses, and impacted industries, in addition to enabling governments to rehire public sector staff and rebuild capacity. Among these uses include:

- **Delivering assistance to workers and families**, including aid to unemployed workers and job training, as well as aid to households facing food, housing, or other financial insecurity. In addition, these funds can support survivor’s benefits for family members of COVID-19 victims.
- **Supporting small businesses**, helping them to address financial challenges caused by the pandemic and to make investments in COVID-19 prevention and mitigation tactics, as well as to provide technical assistance. To achieve these goals, recipients may employ this funding to execute a broad array of loan, grant, in-kind assistance, and counseling programs to enable small businesses to rebound from the downturn.
- **Speeding the recovery of the tourism, travel, and hospitality sectors**, supporting industries that were particularly hard-hit by the COVID-19 emergency and are just now beginning to mend. Similarly impacted sectors within a local area are also eligible for support.
- **Rebuilding public sector capacity**, by rehiring public sector staff and replenishing unemployment insurance (UI) trust funds, in each case up to pre-pandemic levels. Recipients may also use this funding to build their internal capacity to successfully implement economic relief programs, with investments in data analysis, targeted outreach, technology infrastructure, and impact evaluations.

3. **Serving the hardest-hit communities and families**

While the pandemic has affected communities across the country, it has disproportionately impacted low-income families and communities of color and has exacerbated systemic health and economic inequities. Low-income and socially vulnerable communities have experienced the most severe health impacts. For example, counties with high poverty rates also have the highest rates of infections and deaths, with 223 deaths per 100,000 compared to the U.S. average of 175 deaths per 100,000.

Coronavirus State and Local Fiscal Recovery Funds allow for a broad range of uses to address the disproportionate public health and economic impacts of the crisis on the hardest-hit communities, populations, and households. Eligible services include:

- **Addressing health disparities and the social determinants of health**, through funding for community health workers, public benefits navigators, remediation of lead hazards, and community violence intervention programs;
- **Investments in housing and neighborhoods**, such as services to address individuals experiencing homelessness, affordable housing development, housing vouchers, and residential counseling and housing navigation assistance to facilitate moves to neighborhoods with high economic opportunity;
- **Addressing educational disparities** through new or expanded early learning services, providing additional resources to high-poverty school districts, and offering educational services like tutoring or afterschool programs as well as services to address social, emotional, and mental health needs; and,
- **Promoting healthy childhood environments**, including new or expanded high quality childcare, home visiting programs for families with young children, and enhanced services for child welfare-involved families and foster youth.

Governments may use Coronavirus State and Local Fiscal Recovery Funds to support these additional services if they are provided:

- within a Qualified Census Tract (a low-income area as designated by the Department of Housing and Urban Development);
- to families living in Qualified Census Tracts;
- by a Tribal government; or,
- to other populations, households, or geographic areas disproportionately impacted by the pandemic.

4. **Replacing lost public sector revenue**

State, local, territorial, and Tribal governments that are facing budget shortfalls may use Coronavirus State and Local Fiscal Recovery Funds to avoid cuts to government services. With these additional resources, recipients can continue to provide valuable public services and ensure that fiscal austerity measures do not hamper the broader economic recovery.

Many state, local, territorial, and Tribal governments have experienced significant budget shortfalls, which can yield a devastating impact on their respective communities. Faced with budget shortfalls and pandemic-related uncertainty, state and local governments cut staff in all 50 states. These budget shortfalls and staff cuts are particularly problematic at present, as these entities are on the front lines of battling the COVID-19 pandemic and helping citizens weather the economic downturn.

Recipients may use these funds to replace lost revenue. Treasury’s Interim Final Rule establishes a methodology that each recipient can use to calculate its reduction in revenue. Specifically, recipients will compute the extent of their reduction in revenue by comparing their actual revenue to an alternative representing what could have been expected to occur in the absence of the pandemic. Analysis of this expected trend begins with the last full fiscal year prior to the public health emergency and projects forward at either (a) the recipient’s average annual revenue growth over the three full fiscal years prior to the public health emergency or (b) 4.1%, the national average state and local revenue growth rate from 2015-18 (the latest available data).

For administrative convenience, Treasury’s Interim Final Rule allows recipients to presume that any diminution in actual revenue relative to the expected trend is due to the COVID-19 public health emergency. Upon receiving Coronavirus State and Local Fiscal Recovery Funds, recipients may immediately calculate the reduction in revenue that occurred in 2020 and deploy funds to address any shortfall. Recipients will have the opportunity to re-calculate revenue loss at several points through the program, supporting those entities that experience a lagged impact of the crisis on revenues.

Importantly, once a shortfall in revenue is identified, recipients will have broad latitude to use this funding to support government services, up to this amount of lost revenue.

5. Providing premium pay for essential workers

Coronavirus State and Local Fiscal Recovery Funds provide resources for eligible state, local, territorial, and Tribal governments to recognize the heroic contributions of essential workers. Since the start of the public health emergency, essential workers have put their physical well-being at risk to meet the daily needs of their communities and to provide care for others.

Many of these essential workers have not received compensation for the heightened risks they have faced and continue to face. Recipients may use this funding to provide premium pay directly, or through grants to private employers, to a broad range of essential workers who must be physically present at their jobs including, among others:

- ✓ Staff at nursing homes, hospitals, and home-care settings
- ✓ Workers at farms, food production facilities, grocery stores, and restaurants
- ✓ Janitors and sanitation workers
- ✓ Public health and safety staff
- ✓ Truck drivers, transit staff, and warehouse workers
- ✓ Childcare workers, educators, and school staff
- ✓ Social service and human services staff

Treasury’s Interim Final Rule emphasizes the need for recipients to prioritize premium pay for lower income workers. Premium pay that would increase a worker’s total pay above 150% of the greater of the state or county average annual wage requires specific justification for how it responds to the needs of these workers.

In addition, employers are both permitted and encouraged to use Coronavirus State and Local Fiscal Recovery Funds to offer retrospective premium pay, recognizing that many essential workers have not yet received additional compensation for work performed. Staff working for third-party contractors in eligible sectors are also eligible for premium pay.

6. Investing in water and sewer infrastructure

Recipients may use Coronavirus State and Local Fiscal Recovery Funds to invest in necessary improvements to their water and sewer infrastructures, including projects that address the impacts of climate change.

Recipients may use this funding to invest in an array of drinking water infrastructure projects, such as building or upgrading facilities and transmission, distribution, and storage systems, including the replacement of lead service lines.

Recipients may also use this funding to invest in wastewater infrastructure projects, including constructing publicly-owned treatment infrastructure, managing and treating stormwater or subsurface drainage water, facilitating water reuse, and securing publicly-owned treatment works.

To help jurisdictions expedite their execution of these essential investments, Treasury's Interim Final Rule aligns types of eligible projects with the wide range of projects that can be supported by the Environmental Protection Agency's Clean Water State Revolving Fund and Drinking Water State Revolving Fund. Recipients retain substantial flexibility to identify those water and sewer infrastructure investments that are of the highest priority for their own communities.

Treasury's Interim Final Rule also encourages recipients to ensure that water, sewer, and broadband projects use strong labor standards, including project labor agreements and community benefits agreements that offer wages at or above the prevailing rate and include local hire provisions.

7. Investing in broadband infrastructure

The pandemic has underscored the importance of access to universal, high-speed, reliable, and affordable broadband coverage. Over the past year, millions of Americans relied on the internet to participate in remote school, healthcare, and work.

Yet, by at least one measure, 30 million Americans live in areas where there is no broadband service or where existing services do not deliver minimally acceptable speeds. For millions of other Americans, the high cost of broadband access may place it out of reach. The American Rescue Plan aims to help remedy these shortfalls, providing recipients with flexibility to use Coronavirus State and Local Fiscal Recovery Funds to invest in broadband infrastructure.

Recognizing the acute need in certain communities, Treasury's Interim Final Rule provides that investments in broadband be made in areas that are currently unserved or underserved—in other words, lacking a wireline connection that reliably delivers minimum speeds of 25 Mbps download and 3 Mbps upload. Recipients are also encouraged to prioritize projects that achieve last-mile connections to households and businesses.

Using these funds, recipients generally should build broadband infrastructure with modern technologies in mind, specifically those projects that deliver services offering reliable 100 Mbps download and 100

Mbps upload speeds, unless impracticable due to topography, geography, or financial cost. In addition, recipients are encouraged to pursue fiber optic investments.

In view of the wide disparities in broadband access, assistance to households to support internet access or digital literacy is an eligible use to respond to the public health and negative economic impacts of the pandemic, as detailed above.

8. Ineligible Uses

Coronavirus State and Local Fiscal Recovery Funds provide substantial resources to help eligible state, local, territorial, and Tribal governments manage the public health and economic consequences of COVID-19. Recipients have considerable flexibility to use these funds to address the diverse needs of their communities.

To ensure that these funds are used for their intended purposes, the American Rescue Plan Act also specifies two ineligible uses of funds:

- **States and territories may not use this funding to directly or indirectly offset a reduction in net tax revenue due to a change in law from March 3, 2021 through the last day of the fiscal year in which the funds provided have been spent.** The American Rescue Plan ensures that funds needed to provide vital services and support public employees, small businesses, and families struggling to make it through the pandemic are not used to fund reductions in net tax revenue. Treasury's Interim Final Rule implements this requirement. If a state or territory cuts taxes, they must demonstrate how they paid for the tax cuts from sources other than Coronavirus State Fiscal Recovery Funds—by enacting policies to raise other sources of revenue, by cutting spending, or through higher revenue due to economic growth. If the funds provided have been used to offset tax cuts, the amount used for this purpose must be paid back to the Treasury.
- **No recipient may use this funding to make a deposit to a pension fund.** Treasury's Interim Final Rule defines a "deposit" as an extraordinary contribution to a pension fund for the purpose of reducing an accrued, unfunded liability. While pension deposits are prohibited, recipients may use funds for routine payroll contributions for employees whose wages and salaries are an eligible use of funds.

Treasury's Interim Final Rule identifies several other ineligible uses, including funding debt service, legal settlements or judgments, and deposits to rainy day funds or financial reserves. Further, general infrastructure spending is not covered as an eligible use outside of water, sewer, and broadband investments or above the amount allocated under the revenue loss provision. While the program offers broad flexibility to recipients to address local conditions, these restrictions will help ensure that funds are used to augment existing activities and address pressing needs.

Minutes from the May 3, 2021 Abbotsford City Council Meeting held in the Abbotsford City Hall Council Chambers.

City Council call to order – Mayor Weix called the meeting to order at 6:00 P.M.

Roll Call: M. Rachu, Weix, D. Rachu, Diedrich, Huther, Weideman, and Kramer. Faber – excused. One vacant seat.

Others Present – Administrator Grady, Public Works Director Stuttgen, Water/Wastewater Supervisor Soyk, Judge Kallep, Battalion Chief Austin, Paul and Nina Writz, Traci Olson, Dan Greve (MSA), Dave Rasmussen (MSA) Jennifer Trainer (MSA), Dan Borchardt (MSA), and Kevin O'Brien (Tribune Phonograph)

Pledge of Allegiance – Held

Establish Order of the Day – Item #19 Approve/Disapprove a Picnic License is has been withdrawn

Comments by the Mayor – Mayor Weix stated that he received some complaints regarding a property on Second Street. The issue has been referred to the Colby-Abbotsford Police Department.

Administrator's Update – A little more information came up about the use of the American Recovery Act funds. It does like the money has to be spent on water or wastewater improvement.

Public Comment – Paul Writz came to speak about the soccer tournament being held at Schilling Park during Abbyfest. He wanted to make sure that the games were only held during the day, that there were portable restrooms available, trash cans and more police presence. Mr. Writz also asked that signs be put up in Schilling Park stating the park rules. Mayor Weix informed Mr. Writz that he had also spoken to Chief Bauer about those concerns.

Battalion Chief Austin informed the Council that the Fire Department would be doing propane training on the 19th.

Minutes from the City Council Meeting held April 20, 2021 (pgs 1-4) – Motion approve by *D. Rachu/Weideman*. *Unanimous*.

Discussion: Open Seat for 3rd District (Wards 3) – 2 year seat – Mayor Weix stated that he would like to wait until the June meeting make the appointment,

Incidents, Training, Accidents - None

Approve/Disapprove Promotion of Erin Clausnitzer to Deputy Clerk/Treasurer – Administrator Grady stated that he and Mayor Weix had decided to promote Erin Clausnitzer to the role of Deputy Clerk and were asking the City Council to give final approval. Motion to approve by *M. Rachu/D. Rachu. Unanimous.*

Approve/Disapprove Resolution 2021-2 – A Resolution Ordering the Razing of 318 N. First St. (pgs. 5-6) – Administrator Grady stated that this was the property that city had previously sent a 60 day notice to. The 60 days has passed. The resolution orders the property owner to raze the house immediately or face daily fines. In addition, it order the Colby-Abbotsford Police Department to deliver the resolution and issue the fines. Finally, it authorizes Mayor Weix and Administrator Grady to immediately initiate court action. Motion to set the daily fines at \$100/day by *M. Rachu/Huther.* After discussion Alder M. Rachu asked to amend his motion. Motion to set the daily fines at \$250/day by *M. Rachu/Huther. Unanimous.*

Discussion: Purchasing Smaller Trash Carts – Mayor Weix stated that he was going to try to negotiate a deal with Advanced Disposal for smaller trash cans.

Public Works Update – The soccer field in Schilling Park is completed. ½ of the signs stating the park rules are already in house with the remainder on order. Public Works is making some changes the yard waste drop off site so that the cameras can see license plates. Too many people are dropping off items that they are not supposed to.

MSA Update (pgs 7-8) – Dan Borchardt of MSA provided an update.

Award Bid for 3rd Street Construction – Bid openings were this morning. RC Pavers bid \$34,830.04 and American Asphalt bid \$28,472.46. Public Works Director Stuttgen recommend the lowest bidder. Motion to approve American Asphalt in the amount of \$28,472.46 by *M. Rachu/Diedrich. Unanimous.*

Water/Wastewater Update – The consumer confidence report is out. The Water Department is going to start testing for nitrates at wells 8,9, and 15 over the next three months due to possible manure runoff from neighboring farm fields.

Update on Safe Drinking Water Loan Application and Other Water Projects- After looking at the project timeline, design work, specs, preparation time, conducting an investigative report and the engineering needed it was recommended that the city postpone applying for the Safe Drinking Water Loan application until next year. This will give everyone time to get an application together. In addition, there will be more money available next year as part of the American Recovery Act.

Approve/Disapprove Resolution 2021-3 A Resolution Providing A Guarantee of Matching Funds For the CDBG-PF Application (pg 9) – Motion to approve by *D. Rachu/Weideman. Unanimous.*

Approve/Disapprove Resolution 2021-4 A Resolution Authorizing the Submittal of a Community Development Block Grant (CDBG) Application (pg. 10) – Motion approve by *M. Rachu/Huther. Unanimous.*

Approve/Disapprove Temporary Class “B” Beer License (Picnic License) for Abby Fest at Schilling Park (pg. 11) - withdrawn

Discussion: Keeping Fowl (Chickens and Ducks) Within the City limits (pgs 12-20)
– The Council considered the current ordinance and considered a proposed ordinance. The City Council decided that more time was needed to consider the issue and asked to have it placed on the next agenda.

Bank Account Balances (pg 21) - Presented

Items for Future Agendas - No Action Will Be Taken – Chickens and Blazel Properties

Next Meetings: Committee of the Whole May 19, 2021, City Council–June 7, 2021

Motion to Adjourn by M. Rachu/Diedrich. The City Council adjourned at 7:00 P.M.

City of

ABBOTSFORD

Wisconsin's First City

P.O. Box 589 | 203 N. First St. | Abbotsford, WI 54405

Phone: 715-223-3444 | Fax: 715-223-8891

Website: www.ci.abbottsford.wi.us

June 1, 2021

To the Honorable City Council

I hereby appoint Kayla Nixdorf to fill the vacant seat on City Council in District 3. This appointment shall be for the remainder of the term which expires in April 2023.

Thank you for your consideration.

Sincerely,

James Weix
Mayor

Proud to be part of



abbycolby
CROSSINGS

5/13/2021

Kayla Nixdorf
219 N 2nd St Abbotsford, WI 54405
715-613-3227
Klnixdorf@gmail.com

Dear Mayor and Council Members,

I understand that you will soon be appointing a person to fill the council seat for ward 3. This letter is to express my interest in the 3rd ward Abbotsford City Council seat vacancy.

I have been a resident of The city of Abbotsford for the last 14 years. I have been a EMT serving on the Central Fire & EMS department for 5 years. Being a team player I am interested in working together to provide the city of Abbotsford equal and fair opportunities to all tax payers and being able to help provide input. Also being able to support our existing businesses and doing what is best for the city of Abbotsford and our citizens with responsible fiscal decisions.

Thank you for time and consideration.
Kayla Nixdorf

A handwritten signature in black ink that reads "Kayla Nixdorf". The signature is written in a cursive style with a large, looping flourish at the end of the name.

From: [Meyer, Natalie](mailto:Meyer.Natalie)
To: d.grady@ci.abbotsford.wi.us
Subject: Maintenance Renewal Offer- Otis
Date: Tuesday, May 18, 2021 12:51:29 PM
Attachments: [image001.emz](#)
[image002.png](#)
[image003.emz](#)
[image004.png](#)
[image005.emz](#)
[image006.png](#)

May 18, 2021

Abbotsford Public Safety Building
ATTN JENNI LOPEZ
PO BOX 589
ABBOTSFORD, WI 54405

RE: Maintenance Renewal Offer
Contract Number CVW65892
Customer Number 621528

Dear Customer,

In an effort to not only thank you for your continued business, but also to ensure our future relationship with you, Otis Elevator Company would like to offer you a **3% discount**, for a 5 year extension to your existing maintenance contract term.

Accordingly, your contract will be modified to provide a **3% discount** off of your current maintenance price and the term of your contract will be extended for five years from the current expiration date.

The effective date of this contract renewal offer will be the first day of the following calendar month from the date of your signature approval. To take advantage of this cost savings opportunity, please sign and email or fax this letter back to me before June 15, 2021.

Please feel free to call me with any questions. We appreciate your business and look forward to a continued successful business partnership.

Sincerely,
Natalie Meyer
Account Manager
Natalie.Meyer@otis.com
[Mobile: 414-331-0551](tel:414-331-0551)

LICENSES 2021-2022

Printed on MAUVE paper

CLASS "A" BEER - off premise consumption only

BUSINESS

ABARROTOS LA CHINA

Address

301 N FOURTH ST

Agent/Rep

ALFREDO CASTILLO

CLASS "B" BEER- on or off premise consumption

BUSINESS

PH HOSPITALITY GROUP, LLC (PIZZA HUT)

MEDO'S FAMILY STYLE RESTAURANT

ABBOTSFORD BASEBALL

Address

801 E SPRUCE ST

311 N FOURTH ST

BASEBALL FIELD

Agent/Rep

FRANCES ZENELI

LARRY SOYK

CLASS C WINE

BUSINESS

MEDO'S FAMILY STYLE RESTAURANT

Address

311 N FOURTH ST

Agent/Rep

FRANCES ZENELI

CLASS "A" BEER/LIQUOR - off premise consumption only

BUSINESS

DOLGENCORP, LLC (DOLLAR GENERAL)

KWIK TRIP INC

ABBY COUNTY MARKET, LLC

SUPER MERCADO LA TROPICANA

CENERGY LLC dba ABBOTSFORD TRAVEL STOP

APPLEGREEN MIDWEST, LLC DBA EXPRESS LANE

Address

1011 E SPRUCE ST

301 ELDERBERRY RD

206 N FOURTH ST

120 N FIRST ST

601 S 4TH ST

300 E SPRUCE ST

Agent/Rep

RON BORGERDING

KIMBERLY SCHWEIGER

DAVE HEDIGER

NIVIA CASTILLO

JESSICA DODD

JAN MORALES

"CLASS B" BEER/LIQUOR - on premise consumption

BUSINESS

LA BOTANA, THE SNACK BAR LLC

FAT BOYS BAR & GRILL LLC

Address

206 N FIRST ST

115 N FIRST ST

Agent/Rep

IVONE VAZQUEZ

DENEAN SAMANIEGO

| | | |
|---|------------------|--------------------------|
| LA VERACRUZANA/FIESTA BALLROOM | 201 E SPRUCE ST | SENON CASTILLO |
| JACK'S CANTINA BAR AND GRILL | 503 E SPRUCE ST | JOHN "JACK" LOUIS PAGELS |
| DWIGHT HOUSE | 500 E SPRUCE ST | DWIGHT KRAMER |
| LA CATRINA BAR (KAMBARY BAR LLC) | 1000 E SPRUCE ST | MARI G LARA DE ORTIZ |
| SUPERMARKET LA CENTRAL LLC(TAQUERIA EL SOL II | 103 N FIRST ST | ANASTACIA OJEDA |

CIGARETTE LICENSE

BUSINESS

| | <u>Address</u> | <u>Agent/Rep</u> |
|--|-------------------|--------------------|
| DOLGENCORP, LLC (DOLLAR GENERAL #6440) | 1011 E SPRUCE ST | RON BORGERDING |
| KWIK TRIP INC | 301 ELDERBERRY RD | KIMBERLY SCHWEIGER |
| CENERGY LLC dba ABBOTSFORD TRAVEL STOP | 601 S 4TH ST | JESSICA DODD |
| ABBY COUNTY MARKET | 206 N FOURTH ST | DAVE HEDIGER |
| SUPER MERCADO LA TROPICANA | 120 N FIRST ST | NIVIA CASTILLO |
| APPLEGREEN MIDWEST DBA EXPRESS LANE | 300 E SPRUCE ST | JAN MORALES |

TEMP CLASS B

BUSINESS/EVENT

| | <u>Address</u> | <u>Agent/Rep</u> |
|----------------------------|------------------|------------------|
| ABBY FESTIVAL | 201 N FIRST ST | PAULA RUESCH |
| ABBY FESTIVAL | SOFTBALL FIELD | PAULA RUESCH |
| ABBOTSFORD FIRST CITY DAYS | 407 W HEMLOCK ST | DEAN WIESE |

OPERATOR'S LICENSE RENEWAL-PRINTED ON LIGHT MAUVE PAPER

| <u>LAST NAME</u> | <u>FIRST NAME</u> | <u>ENTITY/BUSINESS</u> | <u>TYPE OF LICENSE</u> |
|------------------|-------------------|------------------------|------------------------|
| WIESE | DEAN | FIRST CITY DAYS | PROV |
| FRANK | KENNETH | KWIK TRIP | RENEWAL |
| KROENING | TONI | KWIK TRIP | RENEWAL |
| REUTER | CYNTHIA | KWIK TRIP | RENEWAL |

| | | | |
|------------|-----------|----------------------------|--------------|
| KORALLUS | JADE | KWIK TRIP | RENEWAL |
| CARMAN | CHRISTINA | KWIK TRIP | RENEWAL |
| HANSEN | MARCELA | KWIK TRIP | RENEWAL |
| REIS | RACHAEL | KWIK TRIP | RENEWAL |
| ZIMMERMAN | DIANE | KWIK TRIP | RENEWAL |
| HEIN | STACEY | KWIK TRIP | ORIG |
| WICKMAN | JANET | KWIK TRIP | ORIG |
| WEISS | DEBRA | KWIK TRIP | ORIG |
| BERNT | NICOLE | FAT BOYS BAR & GRILL | RENEWAL |
| NEUENFELDT | BRANDI | FAT BOYS BAR & GRILL | RENEWAL |
| BARRETT | TYLER | FAT BOYS BAR & GRILL | RENEWAL |
| MERCIER | TIFFANEY | FAT BOYS BAR & GRILL | RENEWAL |
| KILTY | CHAD | FAT BOYS BAR & GRILL | RENEWAL |
| SMAZAL | KYLIE | FAT BOYS BAR & GRILL | RENEWAL |
| BROWN | JUSTIN | JACK'S CANTINA BAR & GRILL | RENEWAL |
| PICHLA | JAMIE | JACK'S CANTINA BAR & GRILL | RENEWAL |
| RUGE | JEFF | JACK'S CANTINA BAR & GRILL | RENEWAL |
| WESTPHAL | SANDRA | JACK'S CANTINA BAR & GRILL | RENEWAL |
| BROSSOW | WYATT | EXPRESS LANE | RENEWAL |
| FLEMING | JAMIE | EXPRESS LANE | RENEWAL |
| BRAUNE | ABAGAIL | EXPRESS LANE | RENEWAL |
| SCHMITT | TAMARA | EXPRESS LANE | RENEWAL |
| WYDRA | ZACHARY | EXPRESS LANE | RENEWAL |
| ORTIZ | JOSE | LA CATRINA | RENEWAL |
| SPRINGOB | THOMAS | ABBY COUNTY MARKET | RENEWAL |
| DENZINE | DAVID | ABBY COUNTY MARKET | RENEWAL |
| LUEDDECKE | ASHLEY | ABBY COUNTY MARKET | RENEWAL |
| MARCOTT | SUSAN | ABBY COUNTY MARKET | RENEWAL |
| GOMEZ | ELOISA | ABBY COUNTY MARKET | RENEWAL |
| ORLIKOWSKI | GAGE | CENERGY, LLC dba ABBOTSFOR | RENEWAL |
| BOSE | MOLLY | CENERGY, LLC dba ABBOTSFOR | RENEWAL |
| BRISKI | SHEILA | CENERGY, LLC dba ABBOTSFOR | RENEWAL |
| ANDREO | KATELYNN | LA BOTANA THE SNACK BAR | ORIGINAL |
| VAZQUEZ | ALEJANDRO | LA BOTANA THE SNACK BAR | RENEWAL/ORIG |

WIESE
BALDERAS

BRENDA
LISA

FIRST CITY DAYS
MEDOS

PROV
RENEWAL

RESOLUTION NO 2021-5

**A RESOLUTION PROVIDING FOR THE ACTION CONCERNING AN ANNUAL COMPLIANCE
MAINTENANCE REPORT TO THE DEPARTMENT OF NATURAL RESOURCES.**

The City Council of the City of Abbotsford resolves as follows:

WHEREAS, the Department of Natural Resources requires that the City annually file a Compliance maintenance report, and

WHEREAS, the report has now been prepared by the Wastewater Treatment Operator, and is ready for action,

NOW, THEREFORE, BE IT RESOLVED, THAT:

- (a) The City Council has reviewed the compliance maintenance annual report, which is attached to this resolution.

BE IT FURTHER RESOLVED that:

1. Continue our industrial monitoring program to prevent any overloading due to unknown industrial wastes.
2. Monitor all wastes entering our sanitary system to ensure proper treatment.
3. Continue our in-plant testing and monitoring on all internal operations.
4. Continue our preventative maintenance program.
5. Continue our education efforts to insure our operators are current on new and innovative ideas.
6. Continue our vigilance for sump pump and other clear water violations.

Dated: May 19, 2021

James Weix - Mayor

ATTEST:

Dan Grady - Administrator/Clerk

Adopted: May 19, 2021

Published: May 26, 2021

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

Influent Flow and Loading

1. Monthly Average Flows and BOD Loadings

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

| Influent No. 701 | Influent Monthly Average Flow, MGD | x | Influent Monthly Average BOD Concentration mg/L | x | 8.34 | = | Influent Monthly Average BOD Loading, lbs/day |
|---------------------|---------------------------------------|---|---|---|------|---|---|
| January | 0.2307 | x | 151 | x | 8.34 | = | 290 |
| February | 0.2064 | x | 171 | x | 8.34 | = | 295 |
| March | 0.4708 | x | 81 | x | 8.34 | = | 319 |
| April | 0.3213 | x | 97 | x | 8.34 | = | 261 |
| May | 0.2452 | x | 153 | x | 8.34 | = | 314 |
| June | 0.2407 | x | 134 | x | 8.34 | = | 269 |
| July | 0.2526 | x | 111 | x | 8.34 | = | 234 |
| August | 0.1928 | x | 171 | x | 8.34 | = | 274 |
| September | 0.1972 | x | 168 | x | 8.34 | = | 276 |
| October | 0.1950 | x | 180 | x | 8.34 | = | 292 |
| November | 0.2312 | x | 145 | x | 8.34 | = | 281 |
| December | 0.1784 | x | 197 | x | 8.34 | = | 293 |

2. Maximum Monthly Design Flow and Design BOD Loading

2.1 Verify the design flow and loading for your facility.

| Design | Design Factor | x | % | = | % of Design |
|----------------------------|---------------|---|-----|---|-------------|
| Max Month Design Flow, MGD | .638 | x | 90 | = | 0.5742 |
| | | x | 100 | = | .638 |
| Design BOD, lbs/day | 663 | x | 90 | = | 596.7 |
| | | x | 100 | = | 663 |

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

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

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

3. Flow Meter

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

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

2020-08-12

No

If No, please explain:

4. Sewer Use Ordinance

4.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

Yes

No

If No, please explain:

4.2 Was it necessary to enforce the ordinance?

Yes

No

If Yes, please explain:

5. Septage Receiving

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

Septic Tanks

Holding Tanks

Grease Traps

Yes

Yes

Yes

No

No

No

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

Septic Tanks

Yes

gallons

No

Holding Tanks

Yes

gallons

No

Grease Traps

Yes

gallons

No

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

6. Pretreatment

6.1 Did your facility experience operational problems, permit violations, biosolids quality concerns, or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

Yes

No

If yes, describe the situation and your community's response.

6.2 Did your facility accept hauled industrial wastes, 24 landfill leachate, etc.?

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

Yes

No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the facility from the discharge of hauled industrial wastes.

Leachate piped from closed landfill.

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

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

Effluent Quality and Plant Performance (BOD/CBOD)

1. Effluent (C)BOD Results

1.1 Verify the following monthly average effluent values, exceedances, and points for BOD or CBOD

| Outfall No. 005 | Monthly Average Limit (mg/L) | 90% of Permit Limit > 10 (mg/L) | Effluent Monthly Average (mg/L) | Months of Discharge with a Limit | Permit Limit Exceedance | 90% Permit Limit Exceedance |
|--------------------|------------------------------|---------------------------------|---------------------------------|----------------------------------|-------------------------|-----------------------------|
| January | 20 | 18 | 0 | 1 | 0 | 0 |
| February | 20 | 18 | 0 | 1 | 0 | 0 |
| March | 20 | 18 | 0 | 1 | 0 | 0 |
| April | 20 | 18 | 0 | 1 | 0 | 0 |
| May | 20 | 18 | 3 | 1 | 0 | 0 |
| June | 20 | 18 | 3 | 1 | 0 | 0 |
| July | 20 | 18 | 4 | 1 | 0 | 0 |
| August | 20 | 18 | 3 | 1 | 0 | 0 |
| September | 20 | 18 | 3 | 1 | 0 | 0 |
| October | 20 | 18 | 1 | 1 | 0 | 0 |
| November | 20 | 18 | 0 | 1 | 0 | 0 |
| December | 20 | 18 | 0 | 1 | 0 | 0 |

* Equals limit if limit is <= 10

| | | | |
|--|----|---|----------|
| Months of discharge/yr | 12 | | |
| Points per each exceedance with 12 months of discharge | | 7 | 3 |
| Exceedances | | 0 | 0 |
| Points | | 0 | 0 |
| Total number of points | | | 0 |

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

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

No violations.

2. Flow Meter Calibration

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

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

No

If No, please explain:

Don't have one.

3. Treatment Problems

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

I & I

4. Other Monitoring and Limits

4.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as chlorides, pH, residual chlorine, fecal coliform, or metals?

Yes

No

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

| |
|--|
| <p>If Yes, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> |
| <p>4.2 At any time in the past year was there a failure of an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p><input type="radio"/> Yes</p> <p><input checked="" type="radio"/> No</p> <p>If Yes, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> |
| <p>4.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input checked="" type="radio"/> N/A</p> <p>Please explain unless not applicable:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> |

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

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

Effluent Quality and Plant Performance (Total Suspended Solids)

1. Effluent Total Suspended Solids Results

1.1 Verify the following monthly average effluent values, exceedances, and points for TSS:

| Outfall No. 005 | Monthly Average Limit (mg/L) | 90% of Permit Limit >10 (mg/L) | Effluent Monthly Average (mg/L) | Months of Discharge with a Limit | Permit Limit Exceedance | 90% Permit Limit Exceedance |
|--|------------------------------|--------------------------------|---------------------------------|----------------------------------|-------------------------|-----------------------------|
| January | 20 | 18 | 2 | 1 | 0 | 0 |
| February | 20 | 18 | 1 | 1 | 0 | 0 |
| March | 20 | 18 | 2 | 1 | 0 | 0 |
| April | 20 | 18 | 1 | 1 | 0 | 0 |
| May | 20 | 18 | 4 | 1 | 0 | 0 |
| June | 20 | 18 | 3 | 1 | 0 | 0 |
| July | 20 | 18 | 2 | 1 | 0 | 0 |
| August | 20 | 18 | 1 | 1 | 0 | 0 |
| September | 20 | 18 | 0 | 1 | 0 | 0 |
| October | 20 | 18 | 1 | 1 | 0 | 0 |
| November | 20 | 18 | 1 | 1 | 0 | 0 |
| December | 20 | 18 | 2 | 1 | 0 | 0 |
| * Equals limit if limit is <= 10 | | | | | | |
| Months of Discharge/yr | | | | 12 | | |
| Points per each exceedance with 12 months of discharge: | | | | | 7 | 3 |
| Exceedances | | | | | 0 | 0 |
| Points | | | | | 0 | 0 |
| Total Number of Points | | | | | | 0 |

NOTE: For systems that discharge intermittently to state waters, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

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

No Violations.

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

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

Effluent Quality and Plant Performance (Ammonia - NH3)

1. Effluent Ammonia Results

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

| Outfall No. 005 | Monthly Average NH3 Limit (mg/L) | Weekly Average NH3 Limit (mg/L) | Effluent Monthly Average NH3 (mg/L) | Monthly Permit Limit Exceedance | Effluent Weekly Average for Week 1 | Effluent Weekly Average for Week 2 | Effluent Weekly Average for Week 3 | Effluent Weekly Average for Week 4 | Weekly Permit Limit Exceedance |
|--|----------------------------------|---------------------------------|-------------------------------------|---------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|--------------------------------|
| January | 3.7 | | .007692308 | 0 | | | | | |
| February | 3.7 | | 0 | 0 | | | | | |
| March | 3.7 | | .25 | 0 | | | | | |
| April | 3.7 | | 0 | 0 | | | | | |
| May | 4.2 | | .016666667 | 0 | | | | | |
| June | 4.2 | | 0 | 0 | | | | | |
| July | 4.2 | | 0 | 0 | | | | | |
| August | 4.2 | | 0 | 0 | | | | | |
| September | 4.2 | | .021428571 | 0 | | | | | |
| October | 6 | | .083333333 | 0 | | | | | |
| November | 6 | | .023076923 | 0 | | | | | |
| December | 6 | | .028571429 | 0 | | | | | |
| Points per each exceedance of Monthly average: | | | | | | | | | 10 |
| Exceedances, Monthly: | | | | | | | | | 0 |
| Points: | | | | | | | | | 0 |
| Points per each exceedance of weekly average (when there is no monthly average): | | | | | | | | | 2.5 |
| Exceedances, Weekly: | | | | | | | | | 0 |
| Points: | | | | | | | | | 0 |
| Total Number of Points | | | | | | | | | 0 |

0

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

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

No violations.

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

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

Effluent Quality and Plant Performance (Phosphorus)

1. Effluent Phosphorus Results

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

| Outfall No. 005 | Monthly Average phosphorus Limit (mg/L) | Effluent Monthly Average phosphorus (mg/L) | Months of Discharge with a Limit | Permit Limit Exceedance |
|--|---|--|----------------------------------|-------------------------|
| January | .6 | 0.121 | 1 | 0 |
| February | .6 | 0.239 | 1 | 0 |
| March | .6 | 0.092 | 1 | 0 |
| April | .6 | 0.105 | 1 | 0 |
| May | .6 | 0.208 | 1 | 0 |
| June | .6 | 0.214 | 1 | 0 |
| July | .6 | 0.172 | 1 | 0 |
| August | .6 | 0.191 | 1 | 0 |
| September | .6 | 0.171 | 1 | 0 |
| October | .6 | 0.153 | 1 | 0 |
| November | .6 | 0.121 | 1 | 0 |
| December | .6 | 0.164 | 1 | 0 |
| Months of Discharge/yr | | | 12 | |
| Points per each exceedance with 12 months of discharge: | | | | 10 |
| Exceedances | | | | 0 |
| Total Number of Points | | | | 0 |

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

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

No violations.

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

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

Biosolids Quality and Management

1. Biosolids Use/Disposal

1.1 How did you use or dispose of your biosolids? (Check all that apply)

- Land applied under your permit
- Publicly Distributed Exceptional Quality Biosolids
- Hauled to another permitted facility
- Landfilled
- Incinerated
- Other

NOTE: If you did not remove biosolids from your system, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc.

1.1.1 If you checked Other, please describe:

Reed Beds. Did not land apply in 2020.

3. Biosolids Metals

Number of biosolids outfalls in your WPDES permit:

3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year.

Outfall No. 002 - SLUDGE

| Parameter | 80% of Limit | H.Q. Limit | Ceiling Limit | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec | 80% Value | High Quality | Ceiling |
|------------|--------------|------------|---------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----------|--------------|---------|
| Arsenic | | 41 | 75 | 0 | | | | | | | | | | | | | 0 | 0 |
| Cadmium | | 39 | 85 | 0 | | | | | | | | | | | | | 0 | 0 |
| Copper | | 1500 | 4300 | 0 | | | | | | | | | | | | | 0 | 0 |
| Lead | | 300 | 840 | 0 | | | | | | | | | | | | | 0 | 0 |
| Mercury | | 17 | 57 | 0 | | | | | | | | | | | | | 0 | 0 |
| Molybdenum | 60 | | 75 | 0 | | | | | | | | | | | | 0 | | 0 |
| Nickel | 336 | | 420 | 0 | | | | | | | | | | | | 0 | | 0 |
| Selenium | 80 | | 100 | 0 | | | | | | | | | | | | 0 | | 0 |
| Zinc | | 2800 | 7500 | 0 | | | | | | | | | | | | | 0 | 0 |

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel, or selenium = 0

Exceedence Points

- 0 (0 Points)
- 1-2 (10 Points)
- > 2 (15 Points)

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

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

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

Exceedence Points

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

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

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

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

| | |
|--|---|
| <p>3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? Has the source of the metals been identified?</p> <p>N/A</p> | 0 |
| <p>6. Biosolids Storage</p> <p>6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site?</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> >= 180 days (0 Points) <input type="radio"/> 150 - 179 days (10 Points) <input type="radio"/> 120 - 149 days (20 Points) <input type="radio"/> 90 - 119 days (30 Points) <input type="radio"/> < 90 days (40 Points) <input type="radio"/> N/A (0 Points) <p>6.2 If you checked N/A above, explain why.</p> | 0 |
| <p>7. Issues</p> <p>7.1 Describe any outstanding biosolids issues with treatment, use or overall management:</p> <p>None.</p> | |

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

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Staffing and Preventative Maintenance (All Treatment Plants)

| | |
|--|----------|
| <p>1. Plant Staffing</p> <p>1.1 Was your wastewater treatment plant adequately staffed last year?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; padding: 2px;">Not needed.</div> <p>1.2 Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <ul style="list-style-type: none">● Yes○ No <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> | |
| <p>2. Preventative Maintenance</p> <p>2.1 Did your plant have a documented AND implemented plan for preventative maintenance on major equipment items?</p> <ul style="list-style-type: none">● Yes (Continue with question 2) <input type="checkbox"/>○ No (40 points) <input type="checkbox"/> <p>If No, please explain, then go to question 3:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <ul style="list-style-type: none">● Yes○ No (10 points) <p>2.3 Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <ul style="list-style-type: none">● Yes<ul style="list-style-type: none">○ Paper file system○ Computer system● Both paper and computer system○ No (10 points) | 0 |
| <p>3. O&M Manual</p> <p>3.1 Does your plant have a detailed O&M and Manufacturer Equipment Manuals that can be used as a reference when needed?</p> <ul style="list-style-type: none">● Yes○ No | |
| <p>4. Overall Maintenance /Repairs</p> <p>4.1 Rate the overall maintenance of your wastewater plant.</p> <ul style="list-style-type: none">● Excellent○ Very good○ Good○ Fair○ Poor <p>Describe your rating:</p> | |

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All maintenance for the plant is done according to the O & M's on a daily, weekly, monthly and yearly timeline.

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

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Operator Certification and Education

1. Operator-In-Charge

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

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

Name:

JOHN A SMITH

Certification No:

32961

0

2. Certification Requirements

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

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

0

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

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

3. Succession Planning

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

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

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

0

4. Continuing Education Credits

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

OIT and Basic Certification:

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

Advanced Certification:

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

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

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Financial Management

| | | | | | | | | | | | | | | | | | |
|---|--|----|---|---|--|---|----|---|--|--|----|---|---|---|----|---|--|
| <p>1. Provider of Financial Information Name: <input style="width: 150px;" type="text" value="Dan Grady"/> Telephone: <input style="width: 150px;" type="text" value="715-223-3444"/> (XXX) XXX-XXXX E-Mail Address (optional): <input style="width: 300px;" type="text" value="d.grady@ci.abbotsford.wi.us"/></p> | | | | | | | | | | | | | | | | | |
| <p>2. Treatment Works Operating Revenues 2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ? <input checked="" type="radio"/> Yes (0 points) <input type="checkbox"/> <input type="radio"/> No (40 points) If No, please explain: <input style="width: 750px; height: 20px;" type="text"/></p> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2020"/> <input checked="" type="radio"/> 0-2 years ago (0 points) <input type="checkbox"/> <input type="radio"/> 3 or more years ago (20 points) <input type="checkbox"/> <input type="radio"/> N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWF required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system? <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (40 points)</p> | 0 | | | | | | | | | | | | | | | | |
| REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3] | | | | | | | | | | | | | | | | | |
| <p>3. Equipment Replacement Funds 3.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: <input style="width: 150px;" type="text" value="2020"/> <input checked="" type="radio"/> 1-2 years ago (0 points) <input type="checkbox"/> <input type="radio"/> 3 or more years ago (20 points) <input type="checkbox"/> <input type="radio"/> N/A If N/A, please explain: <input style="width: 750px; height: 20px;" type="text"/></p> | | | | | | | | | | | | | | | | | |
| <p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%;"></td> <td style="width: 5%; text-align: right;">\$</td> <td style="width: 40%; text-align: right;"><input style="width: 150px;" type="text" value="261,719.17"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="268.07"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="261,987.24"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> </table> | 3.2.1 Ending Balance Reported on Last Year's CMAR | | \$ | <input style="width: 150px;" type="text" value="261,719.17"/> | 3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.) | + | \$ | <input style="width: 150px;" type="text" value="268.07"/> | 3.2.3 Adjusted January 1st Beginning Balance | | \$ | <input style="width: 150px;" type="text" value="261,987.24"/> | 3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.) | + | \$ | <input style="width: 150px;" type="text" value="0.00"/> | |
| 3.2.1 Ending Balance Reported on Last Year's CMAR | | \$ | <input style="width: 150px;" type="text" value="261,719.17"/> | | | | | | | | | | | | | | |
| 3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.) | + | \$ | <input style="width: 150px;" type="text" value="268.07"/> | | | | | | | | | | | | | | |
| 3.2.3 Adjusted January 1st Beginning Balance | | \$ | <input style="width: 150px;" type="text" value="261,987.24"/> | | | | | | | | | | | | | | |
| 3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.) | + | \$ | <input style="width: 150px;" type="text" value="0.00"/> | | | | | | | | | | | | | | |

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| <p>3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*) -</p> <p style="text-align: right;">\$ 0.00</p> <p>3.2.6 Ending Balance as of December 31st for CMAR Reporting Year</p> <p style="text-align: right;">\$ 261,987.24</p> <p>All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.</p> <p>3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.</p> <p style="border: 1px solid black; padding: 2px;">None.</p> <p>3.3 What amount should be in your Replacement Fund? \$ 261,987.24</p> <p>Please note: If you had a CWFPP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.</p> <p>3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p>If No, please explain.</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> | 0 | | | | | | | | |
|---|---------------------|----------------|-------------------------------|----------------|-------------------------------|---------------|--|--|--|
| <p>4. Future Planning</p> <p>4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?</p> <p><input type="radio"/> Yes - If Yes, please provide major project information, if not already listed below. <input type="checkbox"/></p> <p><input checked="" type="radio"/> No</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 10%;">Project #</th> <th style="width: 60%;">Project Description</th> <th style="width: 15%;">Estimated Cost</th> <th style="width: 15%;">Approximate Construction Year</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center; padding: 5px;">None reported</td> </tr> </tbody> </table> | | Project # | Project Description | Estimated Cost | Approximate Construction Year | None reported | | | |
| Project # | Project Description | Estimated Cost | Approximate Construction Year | | | | | | |
| None reported | | | | | | | | | |
| <p>5. Financial Management General Comments</p> <div style="border: 1px solid black; padding: 5px; min-height: 20px;"> <p>The City of Abbotsford has been very responsible in keeping funds available.</p> </div> | | | | | | | | | |
| <p>ENERGY EFFICIENCY AND USE</p> | | | | | | | | | |
| <p>6. Collection System</p> <p>6.1 Energy Usage</p> <p>6.1.1 Enter the monthly energy usage from the different energy sources:</p> <p>COLLECTION SYSTEM PUMPAGE: Total Power Consumed</p> <p>Number of Municipally Owned Pump/Lift Stations: <input style="width: 50px;" type="text" value="3"/></p> | | | | | | | | | |

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| | Electricity Consumed (kWh) | Natural Gas Consumed (therms) |
|----------------|----------------------------|-------------------------------|
| January | 10,705 | |
| February | 8,608 | |
| March | 9,920 | |
| April | 10,218 | |
| May | 8,761 | |
| June | 7,710 | |
| July | 4,911 | |
| August | 5,004 | |
| September | 4,458 | |
| October | 5,009 | |
| November | 6,881 | |
| December | 8,845 | |
| Total | 91,030 | 0 |
| Average | 7,586 | 0 |

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

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

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

6.2.2 Comments:

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

- No
- Yes

Year:

By Whom:

Describe and Comment:

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6.4 Future Energy Related Equipment

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

None.

7. Treatment Facility

7.1 Energy Usage

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

TREATMENT PLANT: Total Power Consumed/Month

| | Electricity Consumed (kWh) | Total Influent Flow (MG) | Electricity Consumed/Flow (kWh/MG) | Total Influent BOD (1000 lbs) | Electricity Consumed/Total Influent BOD (kWh/1000lbs) | Natural Gas Consumed (therms) |
|----------------|----------------------------|--------------------------|------------------------------------|-------------------------------|---|-------------------------------|
| January | 30,880 | 7.15 | 4,319 | 8.99 | 3,435 | 358 |
| February | 27,520 | 5.99 | 4,594 | 8.56 | 3,215 | 301 |
| March | 27,760 | 14.59 | 1,903 | 9.89 | 2,807 | 275 |
| April | 24,560 | 9.64 | 2,548 | 7.83 | 3,137 | 222 |
| May | 24,480 | 7.60 | 3,221 | 9.73 | 2,516 | 154 |
| June | 26,000 | 7.22 | 3,601 | 8.07 | 3,222 | 19 |
| July | 28,240 | 7.83 | 3,607 | 7.25 | 3,895 | 4 |
| August | 25,600 | 5.98 | 4,281 | 8.49 | 3,015 | 5 |
| September | 27,040 | 5.92 | 4,568 | 8.28 | 3,266 | 7 |
| October | 27,360 | 6.05 | 4,522 | 9.05 | 3,023 | 24 |
| November | 26,480 | 6.94 | 3,816 | 8.43 | 3,141 | 132 |
| December | 28,480 | 5.53 | 5,150 | 9.08 | 3,137 | 280 |
| Total | 324,400 | 90.44 | | 103.65 | | 1,781 |
| Average | 27,033 | 7.54 | 3,844 | 8.64 | 3,151 | 148 |

7.1.2 Comments:

None.

7.2 Energy Related Processes and Equipment

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

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

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| |
|--|
| <p>[]</p> <p>7.2.2 Comments:</p> <p>[None.]</p> <p>7.3 Future Energy Related Equipment</p> <p>7.3.1 What energy efficient equipment or practices do you have planned for the future for your treatment facility?</p> <p>[None.]</p> |
| <p>8. Biogas Generation</p> <p>8.1 Do you generate/produce biogas at your facility?</p> <p><input checked="" type="radio"/> No</p> <p><input type="radio"/> Yes</p> <p>If Yes, how is the biogas used (Check all that apply):</p> <p><input type="checkbox"/> Flared Off</p> <p><input type="checkbox"/> Building Heat</p> <p><input type="checkbox"/> Process Heat</p> <p><input type="checkbox"/> Generate Electricity</p> <p><input type="checkbox"/> Other:</p> <p>[]</p> |
| <p>9. Energy Efficiency Study</p> <p>9.1 Has an Energy Study been performed for your treatment facility?</p> <p><input checked="" type="radio"/> No</p> <p><input type="radio"/> Yes</p> <p><input type="checkbox"/> Entire facility</p> <p>Year: []</p> <p>By Whom: []</p> <p>Describe and Comment:</p> <p>[]</p> <p><input type="checkbox"/> Part of the facility</p> <p>Year: []</p> <p>By Whom: []</p> <p>Describe and Comment:</p> <p>[]</p> |

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

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Sanitary Sewer Collection Systems

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

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

- Yes
- No

If No, explain:

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

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

If No or N/A, explain:

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

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

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

1. Continue extra influent and effluent copper sampling to ensure compliance for 2021.
 2. Continue upgrade plans for 3rd avenue lift station.
 3. Continue education for all certified employees.
 4. Continue televising and cleaning of sewer mains.
 5. Continue working with city council to ensure ample funds are budgeted.
 6. Reduce I&I through ordinance enforcement.

Did you accomplish them?

- Yes
- No

If No, explain:

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

Does this chapter of your CMOM include:

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

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

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

Sewer Use Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2008-06-08

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

- Private property inflow and infiltration
- New sewer and building sewer design, construction, installation, testing and inspection
- Rehabilitated sewer and lift station installation, testing and inspection
- Sewage flows satellite system and large private users are monitored and controlled, as necessary
- Fat, oil and grease control
- Enforcement procedures for sewer use non-compliance

- Operation and Maintenance [NR 210.23 (4) (d)]

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Does your operation and maintenance program and equipment include the following:

- Equipment and replacement part inventories
 - Up-to-date sewer system map
 - A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 - A description of routine operation and maintenance activities (see question 2 below)
 - Capacity assessment program
 - Basement back assessment and correction
 - Regular O&M training
 - Design and Performance Provisions [NR 210.23 (4) (e)]
- What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
- State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 - Construction, Inspection, and Testing
 - Others:

- Overflow Emergency Response Plan [NR 210.23 (4) (f)]

Does your emergency response capability include:

- Responsible personnel communication procedures
- Response order, timing and clean-up
- Public notification protocols
- Training
- Emergency operation protocols and implementation procedures
- Annual Self-Auditing of your CMOM Program [NR 210.23 (5)]

Special Studies Last Year (check only those that apply):

- Infiltration/Inflow (I/I) Analysis
- Sewer System Evaluation Survey (SSES)
- Sewer Evaluation and Capacity Management Plan (SECAP)
- Lift Station Evaluation Report
- Others:

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

| | | |
|-------------------------|----|---------------------------|
| Cleaning | 25 | % of system/year |
| Root removal | 0 | % of system/year |
| Flow monitoring | 0 | % of system/year |
| Smoke testing | 0 | % of system/year |
| Sewer line televising | 10 | % of system/year |
| Manhole inspections | 20 | % of system/year |
| Lift station O&M | 0 | # per L.S./year |
| Manhole rehabilitation | 5 | % of manholes rehabbed |
| Mainline rehabilitation | 0 | % of sewer lines rehabbed |

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Private sewer inspections % of system/year
 Private sewer I/I removal % of private services
 River or water crossings % of pipe crossings evaluated or maintained

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

3. Performance Indicators

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

Total actual amount of precipitation last year in inches
 Annual average precipitation (for your location)
 Miles of sanitary sewer
 Number of lift stations
 Number of lift station failures
 Number of sewer pipe failures
 Number of basement backup occurrences
 Number of complaints
 Average daily flow in MGD (if available)
 Peak monthly flow in MGD (if available)
 Peak hourly flow in MGD (if available)

3.2 Performance ratios for the past year:

Lift station failures (failures/year)
 Sewer pipe failures (pipe failures/sewer mile/yr)
 Sanitary sewer overflows (number/sewer mile/yr)
 Basement backups (number/sewer mile)
 Complaints (number/sewer mile)
 Peaking factor ratio (Peak Monthly:Annual Daily Avg)
 Peaking factor ratio (Peak Hourly:Annual Daily Avg)

4. Overflows

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

| Date | Location | Cause | Estimated Volume |
|---------------|----------|-------|------------------|
| None reported | | | |

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

5. Infiltration / Inflow (I/I)

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

- Yes
- No

If Yes, please describe:

I&I continues to cause the lift stations and WWTP to run above normal conditions.

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5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?

Yes

No

If Yes, please describe:

High levels at lift stations.

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

The I&I continues to slowly go down.

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

When a street is reconstructed in the city, we will install direct lines from the sump pump hoses to the city's storm water collection system.

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

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Grading Summary

WPDES No: 0023141

| SECTIONS | LETTER GRADE | GRADE POINTS | WEIGHTING FACTORS | SECTION POINTS |
|---|--------------|--------------|-------------------|----------------|
| Influent | A | 4 | 3 | 12 |
| BOD/CBOD | A | 4 | 10 | 40 |
| TSS | A | 4 | 5 | 20 |
| Ammonia | A | 4 | 5 | 20 |
| Phosphorus | A | 4 | 3 | 12 |
| Biosolids | A | 4 | 5 | 20 |
| Staffing/PM | A | 4 | 1 | 4 |
| OpCert | A | 4 | 1 | 4 |
| Financial | A | 4 | 1 | 4 |
| Collection | A | 4 | 3 | 12 |
| TOTALS | | | 37 | 148 |
| GRADE POINT AVERAGE (GPA) = 4.00 | | | | |

Notes:

A = Voluntary Range (Response Optional)

B = Voluntary Range (Response Optional)

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

Compliance Maintenance Annual Report

Abbotsford Wastewater Treatment Facility

Last Updated: Reporting For:

5/10/2021

2020

Resolution or Owner's Statement

Name of Governing
Body or Owner:

Date of Resolution or
Action Taken:

Resolution Number:

Date of Submittal:

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

Influent Flow and Loadings: Grade = A

Effluent Quality: BOD: Grade = A

Effluent Quality: TSS: Grade = A

Effluent Quality: Ammonia: Grade = A

Effluent Quality: Phosphorus: Grade = A

Biosolids Quality and Management: Grade = A

Staffing: Grade = A

Operator Certification: Grade = A

Financial Management: Grade = A

Collection Systems: Grade = A

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

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

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

G.P.A. = 4.00

Resolution 2021-6

A Resolution to Authorize the Mayor or Superintendent of Schools to sign the Tornado Shelter Federal Emergency Management Agency (FEMA) Grant

Whereas, The City of Abbotsford has a duty to protect its residents; and

Whereas, The Clark County and Marathon County All Hazard Mitigation Plans identified that there is over a seventy percent chance that a tornado can hit Marathon County in any given year; and

Whereas, many homes within the City of Abbotsford would not provide adequate shelter in the event of a tornado; and

Whereas, FEMA provides grant funding to assist in building tornado shelters;

Therefore be it resolved that The City of Abbotsford authorizes Mayor Weix or the Superintendent of the Abbotsford School District to sign on behalf of the city for a grant requesting funds from FEMA for a tornado shelter.

Dated this 19th Day of May, 2021

James Weix – Mayor

ATTEST:

Dan Grady – City Administrator/Clerk/Treasurer

Post Crescent.

LOCAL

Fowl-friendly communities: 6 municipalities in the Fox Cities allow backyard chickens

Duke Behnke Appleton Post-Crescent

Published 7:37 a.m. CT May 14, 2021 | Updated 7:41 a.m. CT May 14, 2021

Question: Which communities in the Fox Cities allow backyard chickens?

Answer: I checked with 12 communities in the area — Appleton, Buchanan, Combined Locks, Fox Crossing, Greenville, Grand Chute, Harrison, Kaukauna, Kimberly, Little Chute, Menasha and Neenah — and found six of them allow urban chicken keeping.

None of the communities allows roosters, at least not without a special exception permit. That avoids predicaments like the one Neenah faced in 2008, when Jake, a Plymouth Rock rooster, caused a ruckus in the neighborhood.

Jake was licensed to live at the home of Christopher and Heidi Rocke on East Wisconsin Avenue, but his proud crowing annoyed a neighboring couple so much that they repeatedly called police.

In the end, the Neenah Common Council voted 7-2 to ban residents from keeping roosters. The council gave Jake 30 days to fly the coop, and the Rockes moved him to a small farm in Larsen.

Despite the ouster of Jake, Neenah is one of the more popular places to raise backyard chickens, perhaps because the city doesn't charge an annual permit fee. Since 2017, about 100 Neenah property owners have registered their chickens.

RELATED: Nine Wisconsin communities will participate in No Mow May

WATCHDOG Q&A: Duke Behnke answers your local government questions

Fowl-friendly communities

Appleton: The city allows residents to keep a maximum of six backyard chickens.

The annual permit from the city costs \$24, plus a one-time inspection fee of \$70. The permit application and requirements are posted on the city's website.

Since the ordinance was adopted in 2017, the number of annual permits has risen steadily.

2017: 12

2018: 18

2019: 22

2020: 35

2021: 36

Fox Crossing: The village allows residents to keep up to four chickens, but they must register the premises where the chickens are kept with the Wisconsin Department of Agriculture, Trade and Consumer Protection. There is no cost for the registration.

The ordinance says chickens must be provided with a covered enclosure and must be kept within the covered enclosure or a fenced enclosure at all times. It further says the slaughter of chickens on the premises is prohibited.

Harrison: The village allows up to four backyard chickens. Owners are asked to register their phone number or email with the village in case of a complaint. There is no charge.

Since the ordinance was enacted in 2015, fewer than 15 people have registered as a chicken owner.

Kaukauna: The city allows up to six backyard chickens. The annual permit costs \$24.

The ordinance limits the number of annual permits to 10. The city has issued 10 permits in total since the ordinance took effect in 2017.

Kimberly: The village adopted an ordinance in 2019 to allow up to six chickens. The annual permit costs \$15. To date, no permits have been issued.

Neenah: The city allows up to four chickens or other fowl. No permit is required, but property owners are asked to register the number of fowl and the location of the coop with the Department of Community Development. There is no fee.

Here a chick, there a chick

Buchanan: The town's ordinance says no farm animal (horses, donkeys, cows, pigs, goats, sheep, ducks, geese, turkeys, chickens, roosters, llamas and alpacas) shall be kept within the boundaries of the Darboy Joint Sanitary District No. 1, within any platted subdivision, within any residential zoned area or on any parcel of land less than three acres in size.

However, chickens and roosters could be kept in those areas if the property owner obtained a special exception permit. The nonrefundable application fee for the permit is \$300. Clerk-Treasurer Cynthia Sieracki said one permit was granted in 2018.

Chickens and roosters can be kept by homeowners living outside the restricted areas.

Greenville: The town's ordinance says no farm animal (horses, cows, pigs, goats, sheep, ducks, chickens, geese, etc.) shall be kept within the boundaries of the Greenville Sanitary District, within any platted subdivision or within any residential zoned area.

Chickens and other farm animals could be kept in those areas if the property owner obtained a special exception permit. The application fee for the permit is \$575.

"Theoretically, everywhere in town could be allowed to have farm animals, but it's not guaranteed in those restricted areas," Community and Economic Development Director Michael Brown said.

Farm animals can be kept on land outside the restricted areas.

Grand Chute: The town doesn't allow chickens in neighborhoods zoned single-family residential, but it does allow chickens on land zoned agricultural, which can include a single-family home.

Community Development Director Mike Patza said town officials periodically get requests to create an ordinance to permit chickens in urbanized areas.

"The reason we haven't gone down that path is because there is a way to have chickens in Grand Chute," Patza said.

Prohibitions on poultry

Combined Locks: An ordinance adopted in 2012 prohibits the keeping of chickens and other farm animals.

Little Chute: The village's ordinance prohibits the keeping of "horses, cows, pigs, goats, sheep, bees, pigeons, chickens, geese, ducks or other fowl."

Menasha: An ordinance enacted in 2011 prohibits the keeping of chickens.

Watchdog Q&A

Post-Crescent reporter Duke Behnke answers your questions about local government. Send questions to dbehnke@gannett.com or call him at 920-993-7176.

EMPLOYMENT AGREEMENT

WHEREAS, the City of Abbotsford, Wisconsin (“City”) desires to employ Daniel Grady (“Employee”) as the City Administrator; and,

WHEREAS, the City and the Employee desire to enter into an agreement for the purpose of describing the duties, compensation, benefits, and other conditions of employment of Employee with the City.

NOW THEREFORE, in consideration of the mutual covenants and conditions hereinafter set forth, the parties agree as follows:

1. Duties

- a. The City agrees to employ Employee as City Administrator to perform the duties specified in the Ordinance of the Abbotsford Code of Ordinances and all amendments thereto, which are specifically incorporated herein by reference, the laws of the State of Wisconsin, the duties listed in the job description for this position, and other legally permissible and proper duties, as may be assigned from time to time by the Mayor and City Council. Employee may also be assigned the duties of Clerk/Treasurer as described in the Abbotsford Code of Ordinances.
- b. Employee agrees to serve as City Administrator and Clerk/Treasurer and perform all duties specified in the applicable Ordinances of the Abbotsford Code of Ordinances and all amendments thereto, which are specifically incorporated herein by reference, the laws of the State of Wisconsin, the duties listed in the job description for this position, and other legally permissible and proper duties, as may be assigned from time to time by the Mayor and City Council. The Employee agrees to devote his entire full-time skills, labor, and attention to the duties defined in this Agreement during the term of employment and not to engage in any other employment or business during the term of this Agreement without the prior approval of the Mayor and City Council.
- c. The City and Employee that agree the Employee will provide input on ordinances, resolutions and policies and execute the decisions of the Mayor and City Council. The Employee has the authority to make day-to-day operational decisions subject to general policy determinations by the Mayor and City Council, and will provide policy guidance and direction to City employees.

2. **Term of Office.** This Agreement shall be retroactive as to wage increase and effective as of the 1st day of January, 2021 and shall run through December 31, 2024 unless modified or terminated as provided for herein. Employee is an at-will employee and is appointed to a three (3) year term subject to termination for cause or without cause at any time.

3. **Salary.** Employee shall receive an annual salary of Seventy Two Thousand Eight Hundred Twenty-Eight Dollars (\$72,828.00). On January 1, 2022 and annually thereafter, Employee's salary may be increased upon satisfactory performance of Employee following a performance review as set forth in the City of Abbotsford current Employee Handbook and as provide for in Section 4 below. Upon approval and execution of this Contract by all parties, the employee shall receive upon the next payroll period a sum sufficient to reflect this increase in his annual salary retroactive to January 1, 2021.
4. **Performance Review.**
 - a. Employee shall receive an annual performance review with the input of the Employee. The review will consist of establishing annual goals for performance by the Employer.
 - b. The Mayor and the City Council shall conduct the annual evaluation of the Employee.
 - c. The annual evaluation of Employee shall be used to determine any merit adjustment in salary.
5. **Employee Benefits.** City shall continue to provide the Employee all benefits listed and defined in the current City Employee Handbook (Handbook) in effect as of the date of this Employment Agreement which may from time to time be amended by the City Council in its discretion.
 - a. Employee shall be reimbursed at the applicable IRS rate for business use of his personal vehicle. Out of town business mileage will be approved by the Mayor and recorded and logged. This does not apply to commuting to and from work.
6. **Hours of Work.** It is expected that Employee shall work during the normal office hours of the City. Employee is also required to attend all required City Council, Commission and Committee meetings unless specifically excused by the Mayor. In recognition of the fact that Employee may be required to attend meetings regularly which occur outside of normal City Hall office hours, the Employee may adjust the work schedule as long as all work is completed in an appropriate and timely manner and in consultation with the Mayor.
7. **Dues, Subscriptions and Expenses.** Dues, subscriptions, and general expenses shall be paid in accordance with the Employee Handbook unless in conflict with the terms of this Agreement, in which event the terms of this Agreement shall prevail.
8. **Professional Development.** The City shall budget and pay annual membership fees for professional associations including the Wisconsin City/County Management Association (WCMA), Wisconsin Municipal Clerks Association (WCA), and Municipal Treasurers Association of Wisconsin (MTAW). City shall pay for registration and

attendance at professional and continuing education conferences and classes to be mutually determined and approved by the Mayor and City Council.

9. **Notice of resignation.** If Employee voluntarily resigns from the position of Administrator, Employee shall provide City with a minimum of thirty (30) calendar days written notice, in advance, unless such notice is waived by the concurrence of a majority of the City Council. Notice of resignation shall be provided in writing to the Mayor.

10. **Termination.**

- a. **Termination for Cause.** If Employee is terminated for cause, City shall provide written notice of cause or causes of termination and an opportunity for a hearing. However, the decision of the Mayor and City Council shall be final. For the purposes of this Agreement, "Cause" shall mean inefficiency, neglect of duty, official misconduct, or malfeasance in office, as defined in Wis. Stat. §17.001, any conduct in violation of any state or federal criminal law, or other conduct demonstrating an intentional and substantial disregard for the trust and confidence City residents have the right to expect of their local government officials. If the Employee is terminated for cause, then the City shall have no obligation to pay the severance payment described in section (b) below.
- b. **Termination without Cause.** If Employee is terminated without cause, then the City agrees to pay Employee severance compensation equal to one (1) year salary and pay the employer's contribution to health insurance premiums for one (1) year following termination, or any combination of severance compensation and notice providing one (1) year of financial protection. The method of providing severance payment and the manner in which Employee's share of health insurance premium is paid shall be determined by the City. The severance payment and the health insurance coverage shall constitute a full settlement payment to the Employee in exchange for release of any and all then existing claims regarding employment with the City, if any. The City's obligation to pay the severance compensation to the Employee shall be conditioned upon the Employee executing and delivering to the City a full, final, and complete release of any and all claims that the Employee may claim against the City and any City employee, including but not limited to, any claims of wrongful discharge, discrimination or other employment related claims arising prior to the signing of the release. The release shall be in a form and shall contain such terms as shall be required by the City's legal counsel. If Employee regains employment anytime after termination and health insurance is available through the new employer, Employee shall enroll in the new employer's health insurance plan and notify the City, and the City will terminate the Employee's health insurance coverage with the City and shall not be liable for premium payments covering any period after the effective date of availability of the other insurance. The terms in this section will terminate at the end of the three (3) year appointment.

- c. If employee resigns following a written request to resign made by the City Council, and such action will be regarded as termination without cause and subject to the terms of Section 10. b. above, unless the request by the City Council identifies cause for termination as defined in Section 10. a.
 - d. Upon termination without cause or resignation from the employment, Employee shall receive compensation for all accrued vacation, in accordance with the then current City ordinances, policies and Employee Handbook.
11. **Resolution of Disputes.** City and Employee agree to first attempt to resolve any disputes or obtain needed clarification arising out of the interpretation of this Agreement through mutual discussion.
 12. **Entire Terms of Agreement.** This Agreement constitutes the entire understanding and agreement of the parties and shall govern the terms of employment with the City. This Agreement supersedes all negotiations or previous agreements between the parties. This Agreement shall be governed by such ordinances, rules, regulations and policies established by the Mayor and City Council, unless otherwise specifically provided herein.
 13. **Severance of Terms of Agreement.** Invalidation of any part of this Agreement by legal judgment or court action shall in no way affect any of the other provisions, which shall remain in full force and effect.
 14. **Modification or Changes to this Agreement.** This Agreement shall remain in full force and effect unless modified by the parties. Any modification of the terms of this Agreement must have the concurrence of a majority of the entire City Council, be in writing, and be executed by City and Employee.
 15. **Notice.** Any notice required to be given hereunder shall be sufficient and deemed given when in writing and sent by certified or registered mail return receipt requested, first-class postage prepaid or by courier service to the Mayor at: Mayor, City of Abbotsford, 203 Frist Street, Abbotsford, WI 54405, and to Employee at the most recent address given in Employee's personnel file.
 16. **Law of Wisconsin to Govern.** This Agreement shall be construed according to the laws of the State of Wisconsin, without giving effect to the conflict of law provisions thereof.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the _____ day of _____, 2021.

Daniel Grady, Employee

City of Abbotsford

Mayor James Weix
City of Abbotsford

ATTEST:

Erin Clausnitzer, Deputy Clerk

City of Abbotsford

APPROVED AS TO FORM:

William C. Gamoke, Attorney
City of Abbotsford