

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Sturtevant Village**

Last Updated:
5/11/2012

Reporting Year: 2011

Financial Management

	Questions	Points												
1.	Person Providing This Financial Information													
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Name:</td> <td style="border: 1px solid black; padding: 2px;">Gary Bell</td> </tr> <tr> <td>Telephone:</td> <td style="border: 1px solid black; padding: 2px;">(262) 886-7203</td> </tr> <tr> <td>E-Mail Address(optional):</td> <td style="border: 1px solid black; padding: 2px;">bellg@sturtevant-wi.gov</td> </tr> </table>	Name:	Gary Bell	Telephone:	(262) 886-7203	E-Mail Address(optional):	bellg@sturtevant-wi.gov							
Name:	Gary Bell													
Telephone:	(262) 886-7203													
E-Mail Address(optional):	bellg@sturtevant-wi.gov													
2.	Are User Charge or other Revenues sufficient to cover O&M Expenses for your wastewater treatment plant AND/OR collection system ?	0												
	<p style="margin-left: 40px;"> <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (40 points) </p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 40px;"></div>													
3.	When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2011	0												
	<p style="margin-left: 40px;"> <input checked="" type="radio"/> 0-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable (Private Facility) </p>													
4.	Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?	0												
	<p style="margin-left: 40px;"> <input checked="" type="radio"/> Yes <input type="radio"/> No (40 points) </p>													
REPLACEMENT FUNDS(PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 5)														
5.	Equipment Replacement Funds													
	5.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2011	0												
	<p style="margin-left: 40px;"> <input checked="" type="radio"/> 1-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable Explain: </p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 40px;"></div>													
	5.2 What amount is in your Replacement Fund?													
	Equipment Replacement Fund Activity													
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">5.2.1 Ending Balance Reported on Last Year's CMAR:</td> <td style="width: 5%;"></td> <td style="width: 35%; text-align: right;">\$277,487.00</td> </tr> <tr> <td>5.2.2 Adjustments</td> <td style="text-align: center;">+</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td colspan="3" style="font-size: small;">if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> </tr> <tr> <td>5.2.3 Adjusted January 1st Beginning Balance</td> <td></td> <td style="text-align: right;">\$277,487.00</td> </tr> </table>	5.2.1 Ending Balance Reported on Last Year's CMAR:		\$277,487.00	5.2.2 Adjustments	+	\$0.00	if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)			5.2.3 Adjusted January 1st Beginning Balance		\$277,487.00	
5.2.1 Ending Balance Reported on Last Year's CMAR:		\$277,487.00												
5.2.2 Adjustments	+	\$0.00												
if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)														
5.2.3 Adjusted January 1st Beginning Balance		\$277,487.00												

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Financial Management (Continued)

	5.2.4 Additions to Fund (e.g., portion of User Fee, earned interest, etc.)	+	\$1,432.00
	5.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 5.2.5.1 below*)	-	\$0.00
	5.2.6 Ending Balance as of December 31st for CMAR Reporting Year		\$278,919.00
(All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.)			
*5.2.5.1. Indicate adjustments, equipment purchases and/or major repairs from 5.2.5 above			
<input style="width: 100%; height: 20px;" type="text"/>			

	5.3 What amount should be in your replacement fund?		\$210,590.00
(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 HELP option button.)			

	5.3.1 Is the Dec. 31 Ending Balance in your Replacement Fund above (#5.2.6) equal to or greater than the amount that should be in it(#5.3)?		
	<input checked="" type="radio"/> Yes		
	<input type="radio"/> No Explain:		
<input style="width: 100%; height: 20px;" type="text"/>			

6. Future Planning

	6.1 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?		
	<input checked="" type="radio"/> Yes (If yes, please provide major project information, if not already listed below)		
	<input type="radio"/> No		

Project Description	Estimated Cost	Approximate Construction Year
Carol Ann Drive Resurfacing Project from 90th Street to 93rd Street. Spot Repairs (x3) and Sanitary Sewer Main Relay (335') from 92nd Street to 93rd Street on Carol Ann Drive. Estimated Cost is for Sanitary Items only.	\$100,000.00	2014
Kennedy Drive from Westbrook Drive to Broadway Reconstruction. Main sewer line was televised to identify problems in fall of 2008. Several spot repairs on Sanitary Sewer Main were identified and will occur prior to road construction. Total cost are actual bidded price for project. Project was delayed until 2010 but due to other priorities, this project is now delay to 2014.	\$224,549.00	2014
Wisconsin Department of Transportation Hwy 11 Resurfacing/Upgrade Project from east Village Boundary Line to 90th Street. Replace and readjust all Sanitary Sewer Manhole Frames as part of this State Project. Sanitary Sewer Costs are unknown at present. The state DOT has now delayed this project until some future date unknown to the Village at this time.	\$	2016

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Financial Management (Continued)

	Willow Road Realignment from Hwy 11 north to Village Boundary (Johnson Wax RR Xing). Estimated Cost is for Sanitary Sewer Items only. This project is tied to the State Hwy 11 project and will be undertaken at some future date once the Wis DOT finalizes their plans for Hwy 11.	\$146,000.00	2015	
	2011 Sewer Televising - This project consist of televising the Hulda Storm and Sanitary Sewer mains to identify sewer rehab work or repairs needed. Repair work is to be done as part of the 2012 Racine Water Utility water main relay project. Estimated cost is for sanitary sewer only and does not include the storm main cost.	\$6,000.00	2011	
	2011 Capital Projects - The Village had the sewer mains repaired and full lining work done in 2011. Streets identified for the project was: Chandler Ave from 90th St to 95th St; 92nd St from Hwy 11 (Durand) to Hulda; 93rd St from Chandler to Hulda. Actual Cost for televising was \$9,500.00. The estimated Sewer Rehabilitation Cost is \$156,000.00 and Estimated Pavement Replacement Cost for 2011 is \$533,000.00.	\$689,000.00	2011	
	TID #3 Sewer Project - In 2010 the Village's engineering firm has designed and planned construction of a brand new sewer main line running from the western village boundary to the existing main on the south side of the Village. The new line is being constructed in anticipation of future development in the Village's TID #3 District. Currently, this area is farmland and there is no development taking place. The project was completed in conjunction with construction of a new storm water detention pond. Work was completed in Nov 2011. Actual sewer main installation cost are reflected.	\$914,163.25	2011	
	2012 Sewer Televising - This project consist of televising 99th Street sewer main and the 95th Street Storm and Sewer Main in anticipation of 99th Street project to be done in summer of 2012 and the Racine Water Utility water main relay for 2013.	\$8,900.00	2012	
	2012 Capital Projects - The Village authorized sewer repair work on lining Hulda Drive, South Willow Road Flow Meter replacement, 99th Street Short Liner, Braun Road Flow Meter Replacement, and Manhole Grouting x 4.	\$92,650.00	2012	
7.	Financial Management General Comments:			
	<div style="border: 1px solid black; padding: 10px; width: fit-content; margin: auto;"> <p>The financial statement is continually monitored and reviewed on a monthly basis by both the Finance Committee and the Storm and Wastewater Committee. Discussions on sewer rate levels and necessary rate adjustments are discussed semi-annually at committee level. The Utility 2011 Audit Financial condition continues to be very positive and the utility is paying down its debt. The report further indicates the Utility is financially solid and self-sustaining.</p> </div>			

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Financial Management (Continued)

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

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Sanitary Sewer Collection Systems

Questions	Points
1.	
Do you have a Capacity, Management, Operation & Maintenance(CMOM) requirement in your WPDES permit?	
<input type="radio"/> Yes <input checked="" type="radio"/> No	
2.	0
Did you have a <u>documented</u> (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance or CMOM program last calendar year?	
<input checked="" type="radio"/> Yes (go to question 3) <input type="radio"/> No (30 points) (go to question 4)	
3.	
Check the elements listed below that are included in your Operation and Maintenance (O&M) or CMOM program.:	
<div style="border: 1px solid black; padding: 5px;"> <input checked="" type="checkbox"/> Goals: Describe the specific goals you have for your collection system: It is the goal of the Utility to perform sewer cleaning, manhole inspections and maintenance on 20% of the sewer system each year. The village continues its practice of televising and inspecting every sewer main in areas identified for major road reconstruction/rehabilitation work as identified by our project list previously identified in section 6.1. During road construction, we are also replacing manhole frames and covers to ensure tight fits and as well as installing either an external or internal chimney boot to seal out ground water and eliminate I&I entry points. The Utility Administration and Wastewater Committee continues to explore viable options to address I&I problems specifically associated with private homeowner laterals. </div> <input checked="" type="checkbox"/> Organization: Do you have the following written organizational elements (check only those that you have): <input checked="" type="checkbox"/> Ownership and governing body description <input checked="" type="checkbox"/> Organizational chart <input checked="" type="checkbox"/> Personnel and position descriptions <input checked="" type="checkbox"/> Internal communication procedures <input type="checkbox"/> Public information and education program <input checked="" type="checkbox"/> Legal Authority: Do you have the legal authority for the following (check only those that apply): <input checked="" type="checkbox"/> Sewer use ordinance Last Revised MM/DD/YYYY 09/16/2008 <input checked="" type="checkbox"/> Pretreatment/Industrial control Programs <input checked="" type="checkbox"/> Fat, Oil and Grease control <input checked="" type="checkbox"/> Illicit discharges (commercial, industrial) <input checked="" type="checkbox"/> Private property clear water (sump pumps, roof or foundation drains, etc) <input type="checkbox"/> Private lateral inspections/repairs <input checked="" type="checkbox"/> Service and management agreements <input checked="" type="checkbox"/> Maintenance Activities: details in Question 4 <input checked="" type="checkbox"/> Design and Performance Provisions: How do you ensure that your sewer system is designed and constructed properly? <input checked="" type="checkbox"/> State plumbing code <input checked="" type="checkbox"/> DNR NR 110 standards <input checked="" type="checkbox"/> Local municipal code requirements <input checked="" type="checkbox"/> Construction, inspection and testing <input type="checkbox"/>	

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Sanitary Sewer Collection Systems (Continued)

	Others:	

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Sanitary Sewer Collection Systems (Continued)

	<p><input checked="" type="checkbox"/> Overflow Emergency Response Plan: Does your emergency response capability include (check only those that you have):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Alarm system and routine testing <input checked="" type="checkbox"/> Emergency equipment <input type="checkbox"/> Emergency procedures <input checked="" type="checkbox"/> Communications/Notifications (DNR, Internal, Public, Media etc) <p><input checked="" type="checkbox"/> Capacity Assurance: How well do you know your sewer system? Do you have the following?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Current and up-to-date sewer map <input checked="" type="checkbox"/> Sewer system plans and specifications <input checked="" type="checkbox"/> Manhole location map <input checked="" type="checkbox"/> Lift station pump and wet well capacity information <input checked="" type="checkbox"/> Lift station O&M manuals <p>Within your sewer system have you identified the following?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Areas with flat sewers <input type="checkbox"/> Areas with surcharging <input type="checkbox"/> Areas with bottlenecks or constrictions <input type="checkbox"/> Areas with chronic basement backups or SSO's <input checked="" type="checkbox"/> Areas with excess debris, solids or grease accumulation <input type="checkbox"/> Areas with heavy root growth <input checked="" type="checkbox"/> Areas with excessive infiltration/inflow (I/I) <input type="checkbox"/> Sewers with severe defects that affect flow capacity <input checked="" type="checkbox"/> Adequacy of capacity for new connections <input checked="" type="checkbox"/> Lift station capacity and/or pumping problems <p><input checked="" type="checkbox"/> Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed.</p> <p><input checked="" type="checkbox"/> Special Studies Last Year (check only if applicable):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Infiltration/Inflow (I/I) Analysis <input type="checkbox"/> Sewer System Evaluation Survey (SSES) <input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input checked="" type="checkbox"/> Lift Station Evaluation Report <input checked="" type="checkbox"/> Others: <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>We continue to monitor the system to try and identify I&I areas of concern. We also perform field inspections of manholes. We replaced two flow meters in two of our lift stations. During the installation and calibration, we noted that flows dropped when the manhole cover was removed. These manholes did not have venting tubes when they were installed. We installed venting tubes this spring. We continue to monitor our SCADA closely to identify any other abnormal readings.</p> </div>	
4.	Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained:	
	Cleaning <input type="text" value="18.6"/> % of system/year	
	Root Removal <input type="text" value="0"/> % of system/year	
	Flow Monitoring <input type="text" value="100"/> % of system/year	

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Sanitary Sewer Collection Systems (Continued)

Smoke Testing	<input style="width: 50px;" type="text" value="0"/>	% of system/year
Sewer Line Televising	<input style="width: 50px;" type="text" value="1.8"/>	% of system/year
Manhole Inspections	<input style="width: 50px;" type="text" value="9.1"/>	% of system/year
Lift Station O&M	<input style="width: 50px;" type="text" value="46"/>	# per L.S./year
Manhole Rehabilitation	<input style="width: 50px;" type="text" value="4.6"/>	% of manholes rehabed
Mainline Rehabilitation	<input style="width: 50px;" type="text" value="2.33"/>	% of sewer lines rehabed
Private Sewer Inspections	<input style="width: 50px;" type="text" value="0"/>	% of system/year
Private Sewer I/I Removal	<input style="width: 50px;" type="text" value="0"/>	% of private services
Please include additional comments about your sanitary sewer collection system below:		
We installed 9,338 linear feet of new sewer main to the system in 2011. This number is not reflected in the percentages above, but will impact our future annual percentages for the system. This addition is new and there are no users on the line. It was installed for future expansion in the TID district utilizing TID funding for installation cost.		

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

<input style="width: 80px;" type="text" value="28.96"/>	Total Actual Amount of Precipitation Last Year
<input style="width: 80px;" type="text" value="29.14"/>	Annual Average Precipitation (for your location)
<input style="width: 80px;" type="text" value="29.77"/>	Miles of Sanitary Sewer
<input style="width: 80px;" type="text" value="2"/>	Number of Lift Stations
<input style="width: 80px;" type="text" value="0"/>	Number of Lift Station Failure

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Sanitary Sewer Collection Systems (Continued)

0	Number of Sewer Pipe Failures
0	Number of Basement Backup Occurrences
11	Number of Complaints
.5094	Average Daily Flow in MGD
0	Peak Monthly Flow in MGD(if available)
0	Peak Hourly Flow in MGD(if available)

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Sanitary Sewer Collection Systems (Continued)

	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="4" style="text-align: left;">NUMBER OF SANITARY SEWER OVERFLOWS (SSO) REPORTED (10 POINTS PER OCCURRENCE)</th> </tr> <tr> <th style="width: 10%;">Date</th> <th style="width: 40%;">Location</th> <th style="width: 30%;">Cause</th> <th style="width: 20%;">Estimated Volume (MG)</th> </tr> <tr> <td colspan="4">NONE REPORTED</td> </tr> </table> <p>Were there SSOs that occurred last year that are not listed above?</p> <p style="margin-left: 20px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, list the SSOs that occurred:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>	NUMBER OF SANITARY SEWER OVERFLOWS (SSO) REPORTED (10 POINTS PER OCCURRENCE)				Date	Location	Cause	Estimated Volume (MG)	NONE REPORTED				0
NUMBER OF SANITARY SEWER OVERFLOWS (SSO) REPORTED (10 POINTS PER OCCURRENCE)														
Date	Location	Cause	Estimated Volume (MG)											
NONE REPORTED														
	<p>PERFORMANCE INDICATORS</p> <p><input style="width: 80px;" type="text" value="0.00"/> Lift Station Failures(failures/ps/year)</p> <p><input style="width: 80px;" type="text" value="0.00"/> Sewer Pipe Failures(pipe failures/sewer mile/yr)</p> <p><input style="width: 80px;" type="text" value="0.00"/> Sanitary Sewer Overflows (number/sewer mile/yr)</p> <p><input style="width: 80px;" type="text" value="0.00"/> Basement Backups(number/sewer mile)</p> <p><input style="width: 80px;" type="text" value="0.37"/> Complaints (number/sewer mile)</p> <p><input style="width: 80px;" type="text" value="0.0"/> Peaking Factor Ratio (Peak Monthly:Annual Daily Average)</p> <p><input style="width: 80px;" type="text" value="0.0"/> Peaking Factor Ratio(Peak Hourly:Annual daily Average)</p>													
6.	<p>Was infiltration/inflow(I/I) significant in your community last year?</p> <p style="margin-left: 20px;"> <input checked="" type="radio"/> Yes <input type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; padding: 5px;"> <p>The Village is starting to see a decline in the level of flows at the metering stations during or immediately after a heavy rain event. The flows are now returning to normal averages within a day or so after the event. Private laterals remain the most likely contributor to the Village main line elevated I&I flow levels.</p> </div>													
7.	<p>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?</p> <p style="margin-left: 20px;"> <input checked="" type="radio"/> Yes <input type="radio"/> No </p>													

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Sanitary Sewer Collection Systems (Continued)

	<p>If Yes, please describe:</p> <div style="border: 1px solid black; padding: 5px;"> <p>Elevated flows may contribute to occasional surcharges at the City of Racine Treatment Plant pending the amount of rainfall.</p> </div>	
8.	<p>Explain any infiltration/inflow(I/I) changes this year from previous years?</p>	
	<div style="border: 1px solid black; padding: 5px;"> <p>The accumulated effects of sewer main lining since 2007 is starting to be seen in our SCADA system after significant rainfalls. The system levels do not elevate as high and the recovery is short than previous years.</p> </div>	
9.	<p>What is being done to address infiltration/inflow in your collection system?</p>	
	<div style="border: 1px solid black; padding: 5px;"> <p>The Village has established a program to televise and address sewer main related problems like lining mains to address identified I&I problems.</p> </div>	

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

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WPDES No.0047341

GRADING SUMMARY				
SECTION	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial Management	A	4.0	1	4
Collection Systems	A	4.0	3	12
TOTALS			4	16
GRADE POINT AVERAGE(GPA)=4.00		4.00		

Notes:

A = Voluntary Range

B = Voluntary Range

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

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6/8/2012

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Resolution or Owner's Statement

NAME OF GOVERNING BODY OR OWNER	DATE OF RESOLUTION OR ACTION TAKEN
Village of Sturtevant	06/06/2012
RESOLUTION NUMBER	
2012-30	
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):	
Financial Management: Grade=A	
Collection Systems: Grade=A	
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	