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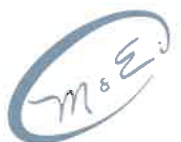
Larsen Winchester Sanitary District

Notes from Virtual Meeting with Wisconsin Department of Natural Resources (WDNR)

February 18, 2021

Attendees: Ashley Brechlin, Wastewater Engineer, WDNR
Mark Stanek, Basin Engineer, WDNR
Scott Reif, Rob Nelson, Scott Mathison, Mike Pfankuch and Cori Thomas, LWSD
Mary Jo Miller, Martenson & Eisele, Inc. (Prepared Notes)

1. Requirements for WWTP Facilities Planning in accordance with Wisconsin Administrative Code, NR 110 were reviewed. See attached handout provided by Mary Jo Miller, M&E.
2. WDNR confirmed that the planning period is 20 years.
3. Facility Planning is a good time to consider additional Service Areas such as the USH 45/CTH II area.
4. Consider WI Dept. of Administration data for population projections and consider area-wide water quality plans.
5. Confirmation of proposed effluent limits should be requested from Ashley Brechlin of WDNR.
6. At a minimum, alternatives to be considered in LWSD Facility Planning include:
 - Wastewater Treatment Facility Upgrade
 - Regionalization
 - Sub-surface Discharge
 - Water Quality Trading
 - Adaptive Management
7. Facility Plan should include a sewer user rate analysis.
8. Facility Plan should include lagoon abandonment plan if applicable. Mark Stanek of WDNR provided additional information following the meeting, including:
 - Typically, solids are dredged and screened prior to being land applied and/or injected to an adjacent agricultural field. Consider a small floating barge with an auger on the front that pumps solids through a hose and into a tank where heavy material and/or solids get trapped prior to being pumped to a land application site. Mark is aware of companies that do this.
 - Once solids are removed, the District would likely be able to continue to discharge the treated wastewater in accordance with its WPDES permit.
 - Sometimes the lagoons are left intact and sometimes dikes are breached. Consider depth of the lagoons, location, liability concerns, fencing, etc.
9. The Facility Plan should include an environmental evaluation of the selected alternative. Use WDNR Surface Water Data Viewer for waterway and wetland information. Work with WDNR for a cultural and historical preliminary review.
10. District should conduct a Public Information Meeting prior to submitting the Plan to WDNR.



11. Submit Facility Plan to Ashley Brechlin or Jason Knutson of WDNR.
12. Potential funding sources were discussed, including WDNR Clean Water Fund (CWF) and USDA funding. CWF currently offers up to 30% principal forgiveness based on income levels.
13. Mark Stanek of WDNR acknowledged that the current WPDES permit includes a deadline of September 30, 2021 for submittal of the Facility Plan, but an extension could be granted in order to provide a thorough product.
14. Schedule – Fast Track for better chances of obtaining CWF principal forgiveness funds SFY 2023:
 - Fall 2021: Submit Facility Plan to WDNR
 - October 2021: Submit Intent to Apply for WDNR Clean Water Funds (CWF) SFY 2023
 - September 2022: Submit Plans and Specifications to WDNR for Review
 - September 2022: Submit CWF Application for WDNR Clean Water Funds SFY 2023.
 - 2023: Bidding and Commence Construction
 - October 2026: Compliance with WPDES Phosphorus Effluent Limits
15. Schedule – As Required to Meet WPDES Permit Effluent Limits CWF SFY 2024:
 - Fall 2021: Submit Facility Plan to WDNR
 - October 2022: Submit Intent to Apply for WDNR Clean Water Funds (CWF) SFY 2024
 - September 2023: Submit Plans and Specifications to WDNR for Review
 - September 2023: Submit CWF Application for WDNR Clean Water Funds SFY 2024.
 - 2024: Bidding and Commence Construction
 - October 2026: Compliance with WPDES Phosphorus Effluent Limits
16. WDNR Review Times
 - Facility Planning: No set deadline. Submittal in Fall usually has a shorter review time.
 - Plans and Specifications: Review comments are to be provided within 90 days.
17. Facility Planning process will involve coordination with East Central Wisconsin Regional Planning Commission (ECWRPC), Town of Clayton and Fox West Regional Planning Commission (contact Chad Olson, McMahon).
18. Following the meeting, Ashley Brechlin of WDNR provided an email noting the following:
 - I will contact East Central RPC to get some information on their planning timelines, but I recommend that the Sanitary District also reach out to discuss the regionalization project.
 - After looking through some other facility plans, another funding option that you could look into is a Community Development Block Grant for Public Facilities.
 - More information on Clean Water Fund principal forgiveness can be found on the WDNR website.

WWTP Facilities Plan Requirements, Wisconsin Administrative Code, NR110

Define Service Area

Project Population

Project Wastewater Flows

Coordination with Regional Planning Agencies

Sanitary Sewer System:

- Description of Existing System
- Description of Proposed System
- I/I Analysis to determine if excessive
- Detailed plan for Sewer System Evaluation Survey

Define WWTP Effluent Limits

Wastewater Treatment and Disposal

- Discuss Current System
- Define and describe alternatives
- Consider innovative and alternative treatment processes and techniques
- Define environmental impacts
- Consider staging improvements
- Evaluate energy requirements
- Assess location of proposed improvements. Prepare flood analysis if in flood plain.
- Provide abandonment plan if needed
- Evaluate ability to meet proposed effluent limits
- Cost Effective Analysis
- Recommendations

Sludge Handling and Disposal

- Discuss Current Sludge Handling System
- Project expected quantity and quality of sludge
- Define and describe alternatives
- Consider alternative technologies
- Cost Effective Analysis
- Estimate amount of land required for each alternative
- Storage requirements
- Abandonment plan for existing sludge facilities
- Define environmental impacts

Environmental Assessment

- Describe current environmental impacts
- Define future environmental impacts of alternatives
- Steps to minimize impacts

Public Hearing

- Conduct public hearing before facility plan is adopted
- Provide summary of public comments and concerns