



OFFICIAL NOTICE AND AGENDA  
of a meeting of a City Board, Commission, Department  
Committee, Agency, Corporation, Quasi-Municipal  
Corporation, or Sub-unit thereof.

A Meeting of Wausau Water Works Commission will be held in the  
Council Chambers, 1st Floor City Hall, Wausau, WI 54403 at 1 : 30 p.m. on  
Tuesday, February 7<sup>th</sup>, 2023.

**Members: Katie Rosenberg (President), Dawn Herbst, Jim Force, Joe Gehin, John Robinson**

**AGENDA**

1. Approve Minutes of January 9<sup>th</sup> 2023 Meeting.
2. Director's Report on Utility Operations
  - Water Facility Construction Update
  - Wastewater Facility Construction Update
  - Wastewater Collection System Technician (Sewer Maintainer) Vacancy
  - Wastewater Plant Operations Supervisor- Brad Wendtland promoted
  - Wastewater Plant Operation Vacancy
  - Wastewater Hiring/Training new Staff Challenges
  - Veolia Biosolids Dryer
  - Wastewater Employee Passed Away Unexpectedly
3. **Public Hearing:** Discussion and Possible Action on Proposed Sewer Rate Increases for Calendar Years 2023 and 2024.
4. Discussion and Possible Action on Proposed Sewer Rate Increases for Calendar Years 2023 and 2024.
5. Discussion and Possible Action for Additional Funding Available Through the DNR Principal Forgiveness Loan for Fiscal Year 2022.
6. Discussion and Possible Action on the Private Side Lead Service Line Plan Implementation Beginning 2024.
7. Discussion and Possible Action Requesting Public Service Commission (PSC) Permission to use User Rates for Private Side Lead Service Line Replacements.
8. Discussion and Possible Action Participating in the United States Environmental Protection Agency (USEPA) Lead Service Line Replacement Accelerators Community Initiative.
9. Discussion on the 5-Year Capital Improvement Project Plan and User Rates.
10. Discussion and Possible Action on Revisions to the Proposed Organizational Chart for the Utility.

Adjourn.

*\*Next meeting scheduled for **March 7<sup>th</sup> 2023 at 1:30 P.M.***

Signed by: /s/ Katie Rosenberg, Mayor  
Presiding Officer or Designee

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THIS NOTICE POSTED AT CITY HALL AND EMAILED TO CITY PAGES AND DAILY HERALD: February 3<sup>rd</sup>, 2023 at 12:10 p.m.

*This meeting is being held in person.* Members of the public who do not wish to appear in person may view the meeting live over the internet, cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://tinyurl.com/wausaucitycouncil>. Any person wishing to offer public comment not appearing in person may e-mail [gina.vang@ci.wausau.wi.us](mailto:gina.vang@ci.wausau.wi.us) with "Water Commission Public Comment" in the subject line prior to the meeting start. All public comment, either by email or in person, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6590 or [ADAServices@ci.wausau.wi.us](mailto:ADAServices@ci.wausau.wi.us) to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.



## Minutes of January 9, 2023

A meeting of the Wausau Water Works Commission was called to order at 1:30 p.m. in City Hall on Monday, January 9, 2023. In compliance with Wisconsin Statutes, this meeting was posted and receipted for by the Wausau Daily Herald on January 6<sup>th</sup> 2023.

Members Present: President Rosenberg, Commissioners Herbst, Force, Robinson  
Others Present: Eric Lindman, Scott Boers, Ben Brooks, Tonia Westphal/ Clark-Dietz, Joe Kafczynski/ Becher-Hoppe, Susan Wojtkiewicz/Donohue, Nick Dragisich/Baker Tilly

### 1) Approve Minutes of December 6<sup>th</sup> 2022 Meeting.

Herbst motioned to approve minutes. Seconded by Robinson.  
Motion carried 4-0.

### 2) Director's Report on Utility Operations.

Lindman began the Water Treatment Facility went online December 20<sup>th</sup> and December 31<sup>st</sup> was our deadline with the DNR compliance. We've had people comment related to differences in their water; clarity has improved and I feel taste of water improved with the higher quality coming out with the new plant. There are still a few operational issues related to optimizing operations/programming and with subs and contractors related to operations of the chemical feed equipment and filters for manganese removal.

Robinson questioned anion exchange resin if it were 120/150 day breakthrough.

Lindman replied testing took place weekly while plant was running offline and on since September.

Boers reiterated there have not been any Perfluorooctanoic Acid (PFOA), Perfluoroalkyl and Polyfluoroalkyl Substances (PFAS) detects for water putting to waste yet (water that was running through the new system and out the pipe to the storm drain). We have not run one on the finished water coming out of the plant yet because of previous testing. We are waiting for Well 7 to go online with piping Tuesday and Wednesday this week and we'll take the quarterly compliance samples for PFOA/PFAS, as required by WDNR.

Robinson questioned the concentration of PFAS in Well 7 and how we'll track replacement of anion exchange for the other resin? He wanted to encourage staff to look at the volume ran through that bed to make sure product provided is safe as we ran and wasted water over the anion exchange resin bed.

Boers replied the same as others in the 20-30 parts. We are not spending money on testing that won't count towards compliance monitoring. We will track through sampling quarterly with those results, we could step back and judge how we move forward if we want to increase that sampling amount. We ran water but are not on the 2<sup>nd</sup> regen on those tanks yet, we are just starting in their life cycle and agree with the samples.

Force questioned if the non-detect level of PFAS was inaccurate statement if there was no testing done on the water and if it's the same water going into the distribution system?

Boers replied it is the same water going into the distribution system. The plant was running as it would for the last month and a half, during that time, we were required to sample weekly for PFAS that we were putting out into the river but that water was going into the storm sewer then flowing to the river, as a requirement for our Wastewater Permit, we had to sample for PFOA/PFAS and we had non detect on those samples. It is the same water. Since the 20<sup>th</sup> of December, we took samples on the day or the day before the plant went online and got non detected levels but in the last 20 days or so, we haven't taken those samples but they will be the same as the other samples. We need to meet our requirements through the DNR. We have 2 entry points that will have the distribution samples, soon as Well 7 goes online, we are going to take those samples. If we don't wait for Well 7 to go online, we will have to retake the samples.

Lindman reiterated that our requirement with the DNR is test quarterly.

Force questioned if there were any plans for the disposition of the old water plant?

Rosenberg stated that would be a good discussion to Agendize but we have no concrete plan at this point.

Robinson questioned the funding relating to the water utility rate increase. We built that 64% with 45% dedicated to the new treatment facility and balance for GAC and others. If we received funding from other units of governments, does the rate increase get adjusted, how do we roll in outside funding sources that may have a positive impact to the rates? Hypothetically, could we have a rate decrease if it were significant? We should look in or have a process to get all things on table and look wholistically on the impacts or what other shoes may fall in the future, water rates in light of lead service lines, corrosion controls, addressing Baker Tilly report, ongoing issues relative to compensation of employees. Can we have a little better scenario development of how we can fit those things to mitigate impact of ratepayers?

Lindman replied that the PSC would not make an adjustment to the 65%, it would reduce mitigate future rate increases but anything is possible. A lot of it has to happen overtime with our operations but I agree with you as we move forward and determine operational costs and GAC moving forward. When you talk about wholistic as we bring things forward, we had talked about the discussion of another 2024 rate case from Ehlers standpoint later this year to see what actual revenue bringing in vs. operational costs, if they are matching or are there adjustments needed and we'll look at flow and usage.

Rosenberg questioned if Ehlers discussion with the rate case would be helpful.

Robinson stated Ehlers was helpful but confusing because we continue to have issues outstanding with no plan development, we have the lead service plan, the Baker Tilly report that calls for additional staff, compensation study all which cost money. Can we look at some scenarios to see where we are going? I'm hearing concerns in the community, if we could be thoughtful with implications in staging within regulatory frameworks with the desire to protect public health.

Force questioned if the city could develop a marketing plan for low-income assistance to promote it more aggressively for our rate payers because he hadn't seen anything related to that. The biosolids dryer has been on the agenda for several meetings, we talked about the data collection and DNR scheduled for January 3<sup>rd</sup>, can we get an update on status of the dryer?

Brooks replied there were issues with the load out spouts that transferred the sludge into the containers. The automation was not working properly and the issue has been corrected. DNR was onsite and reviewed the 3 weeks data collected and said we were on track. Option number 5 which is moisture in the fecal coliform content criteria is being used and coming back as less than 1 fecal coliform colonies per hundred mil. Certain times, we are falling below the temperature criteria of 170° F, if it's below, then the sludge becomes Class B because it's contaminated. We are making process control changes so it doesn't happen. We ran the dryer last week Tuesday-Friday and are seeing significant volume reduction. Another meeting scheduled for February 6<sup>th</sup> with the DNR to review data collected with the process control change.

Rosenberg stated that we have shared the information in the newsletter, social media and will continue to share it elsewhere for the low-income assistance.

Force questioned if the city was looking to improve the website anytime in the future.

Rosenberg stated both city and county will have new websites this year.

Director's Report Placed on File.

### **3) Presentation by Baker Tilly on the Staffing Needs Assessment.**

Dragisich began with the presentation in the packet beginning on page 34.

Robinson questioned the inherent differences in how community's set up their structure, water meters, do other communities allocate staff to water side or are there differences, there is no similarity in water and wastewater comparison so no system wide approach but division approach are there different components? Does age of plant provide more efficiency associated with FTE's relationships to other communities? He questioned if some of the recommendations were phased in with implementation with new facility, if there were any issues with the new system. The city and county have a new finance system to get rid of paper timesheets, are those incorporated into your report?

Dragisich replied there are not any two that are identical, there will always be subtle differences between any two. The benchmark provides you with a guideline, we have internal data from other studies done and look at those parameters and comps and American Water works. Some places have water meters located in their finance offices example: Waukesha Water Utility reports to director of administrative services not the water distribution, others have it in distribution. They are good comparisons but not 100%. Everyone does things a little different with different software in better or worse shapes. If it's consistent then they are probably telling you the right thing. If it's inconsistent then that means something is not right but we find them and back them up by reasons found. When the report was written, those new systems were not yet in place, compensation study but not any other systems taking place in the background.

Force questioned the safety training that needed to be improved. We had a thorough analysis of condition of the facility and I supported the project for safety. Where does that information come from, employees or analysis of program in place or how did you determine it was not adequate?

Dragisich replied that we gathered information from both what we were told was in place and interviews. The safety training consists of watching videos on a computer that employees say are boring nor very informative. It felt repetitive and not very effective.

Robinson questioned if we had an annual training plan and what training was available to each employee as part of the performance evaluation?

Lindman replied there are two parts to the training. One is our annual safety training that our employees go through which includes videos and refreshers from blood borne pathogens, fire extinguisher, confined space, etc. Safety training is done. We are looking at training City wide for the Department of Public Works & Utilities to try and get a training program in place that would be comprehensive and maintain continuity with all the divisions within the department and have someone track the training done especially with the amount of turnovers we've had. The other part is the advancement of the employee, improving their skills with those that have the drive to do so. We do not have a program in place for that and need to establish what skills we want people to have once we get them onboard and how to incentivize them to do that.

Robinson stated he shared the concerns with Force and would hope that we can take this as an opportunity. With enhancements being made and with Workday that will give us the opportunity to build that in the new system in terms of tracking, training, moving employees through different positions and successions.

Dragisich reiterated that people have different ways of assimilating information, some people look at videos, others want in person, hands on training and one of the primary ways they have right now are videos.

Force reiterated that the utility and our members of American Waterworks Association and Water Environment Federation have a long history of developing effective safety and training programs and awards plants annually for high achievement in that area which they are proud of. I'm concerned that it's obvious we are not taking advantage of those. He'd like to see a report of what we are doing, what we should be doing or plan to do in this area.

Robinson questioned if inventory control was inventory or asset management for allocation of unused to used equipment or management tool as how we are scheduling replacements. He'd like to request staff to look at this report and look at each flagged area for opportunities to improve and develop an action plan, cost and timeline associated with those for better understanding of the implementations. I know we have the constant concern of the issue of compensation and protecting our assets which are our employees so we don't have that constant turnover, if we could have staff outline an action/timeline and what they perceive as a priority.

Dragisich replied inventory as what we have in stock hydrants, valves, corps, curb stops.

Lindman replied our staff are getting necessary safety training but there could be a lot of improvements on how we are doing and tracking that. We have reached out to an entity Municipal Electric Utilities of Wisconsin (MEUW) who will be coming in February to look at our safety training program for all the divisions, they are a nonprofit that has been doing this for decades so this is a good step and it will be for all divisions. The other is the asset management- the Commission did approve the budget of \$200k for that. During the Workday software implementation, Information Technology (IT) decided that everyone should go with Cartograph- but it did not meet the needs of the utility, so the city stepped back from that. We've begun writing a Request for Proposal (RFP) to go out for asset management proposals and recently I had gotten an email for IT saying the county, city and some other entities want to go together. The thought is that a consultant would be hired to prepare an RFP that would include all of the needs and then go out for proposals this year for asset management. Both of those items are in the works, the asset management may take a full year for the proposals to get back but the safety training will evolve this year as we move forward with decisions of the commission as well as council. Hopefully, after evaluation done by MEUW, those findings will come back to the Commission with a plan for review.

Force questioned if the lack of the maintenance management system be addressed in that activity of asset management and hoped we were not still doing things on a 3x5 card.

Lindman replied it would be addressed and has been difficult. We do have some done on spreadsheets. The other thing that will help too would be the time tracking and job costing that are missing in Workday right now.

Dragisich closed with stating that bringing someone from the outside to say here are things you need to improve on is always difficult, but your staff has been helpful in the meetings accepted by the employees in the organization. They've approached us with open minds and willingness to make the organization better so credit to them as well.

No Action Taken.

#### **4) Discussion and Possible Action on a Pilot Study LSL Replacement Project for 2023.**

Lindman began this was follow up from the presentation received from CDM Smith and Clark Dietz on November 1<sup>st</sup> and one of their suggestions were to implement at pilot program in 2023 based on the Lead Service Line Replacement draft to get a better handle on the process of the way the plan would work out identify if there would be needed revisions. This would be on a small

scale of about 40 service lines. Our best location with the street reconstruction would be Henrietta Street. Currently, there's no budget to replace private side lead service lines. The idea is that we would go to Finance and Council to request ARPA Funds if you are supportive of this project moving forward in 2023. This would not only be for the construction but also include a consultant to work alongside us to implement this plan with our staffing and tight timelines as we would need assistance in setting up this program. The idea behind this program would help us understand how we inventory, track replacements, put them in GIS because that would have to happen when we move forward with the full replacement plans whether it be 15 or 20 years or what it evolves to be.

Robinson questioned if we had a good understanding of the baseline so we can compare if we are using Henrietta hypothetically if we did this on Kickbusch or Plumer in that same neighborhood. Are we looking for compliance on the replacement of the private side? What's our goal at end of day?

Lindman replied the goal is from start to finish that consist of verifying inventory, to communication to the owners, education of owners, city contracting out and meeting compliance with the funding for the work. All the different processes that we are doing, what's working or not and if we should take a different approach. The other thing the commission needs to think about is deciding if the intent of the commission is to recommend funding 100% on the private side whether it's through grant funding, revenue rates, loans. There's a lot wrapped up in this. If we go through the pilot and set precedence of funding 100%, is that what you would like to do for remainder of lead service lines in the City or maintain what we have been doing at set base amount for each replacement?

Robinson questioned if this pilot was mandatory as he was disappointed in the public outreach. What is our benchmark? Are we comparing this if we had 40% and then incentivize 50% and you only had 10% change, what are we looking to measure the outcome with the design of the pilot?

Lindman replied in November, when we looked at the presentation, there were action items with no decisions. We are to a point if we were going to do a pilot, we need to get started now. In the past we received funding from DNR, those parties interested in replacing their own, the city provided up to a certain amount of money and they would go out and hire their own contractor. This would be different in that we would get the homeowner to sign off and the city would do the contracting work and would house the contract. The benchmark of 40% would not be a success rate in my opinion. We are looking at 90-95% to consider it being a success. Anything less than that should be considered unsuccessful and maybe a requirement for a mandatory replacement. After the new lead and copper rule go into place, we can no longer do partial replacements. We are trying to get ahead of this and figure out how to manage this but those replacements would go to set what those successes are and they will need to be a lot higher than 40%. I want to bring this forward to keep it on the forefront and if this is something you would support moving forward if we could get funding on the private side, we've applied for the funding but won't know until later this year.

Boers stated the lead service line funding is no longer going to be an annual program run through the State. All the federal funds will be going through the Safe Drinking Water Loan program for the funding of the private side lead replacements. We've got it prepared for the intent to apply but can't apply until end of Spring and won't know until end of June if we would be receiving funds or not but by then, half of our construction season would be over. We are going to have to decide to move forward with the project or wait until 2024.

Lindman felt this was very important and feels rushed and questioned if this was something that we wait on the pilot to do for 2024 or find out what funding we have for the State fiscal year for 2024 season.

Force stated he was not in favor of moving ahead with the pilot program with no clarity on

the funding because we can't move ahead if we don't have the dollars irrespective of where the funding comes from, we must have money committed before we proceed with the project.

Lindman replied that the only way would be if the council wanted to put some ARPA dollars towards this project and to what level.

Robinson stated that we must go into this with eyes wide open relative to the funding. The State's process for awarding funds has been flawed for 30 years and keep saying operating under EPA's timeline. Maybe as a utility we can suggest the state accelerate their processing of Safe Drinking Water Grant application because the intent to apply (ITA) is too slow.

Westphal presented that Henrietta is on the plan already for capital improvement project, this is not paying for what you've already put in. There's an opportunity to create an avenue for making policy here. We've talked for several months about what the commission desires, what the council wants to do and that's where we are stuck. It's hard to move forward with giving you advice until we get feedback on what you want us to do. Do you want something in place that mandates private side gets replaced? If you have that in place, how are you going to fund it? Those are things we can tell you what to do but you must decide how you intend to pay for that. Getting funding certainly will help you determine how you will put that plan together but because you are already putting this project on your capital improvement plan and paying for it, you could run the project the same as you already do and still opt to not put money toward the private side, you will be out there anyway and still look at best management practices for public relations, knocking on doors, how you communicate internally without paying for private side service lines. You can use those practices in 2024 if you want to put a full-scale pilot together or you can do the non-technical things to ready yourself for when you have money available.

Robinson questioned the ITA and the award date or when the funds would come if they were awarded. Is that for this federal fiscal year? He was averse to running with the pilot study to work on that educational component. Could we look at an educational outreach, is there a funding level if it is mandatory or permissive? If we could move one, evaluate second in context and have those voluntary efforts require that mandatory going forward as a third step, I would be comfortable with that approach.

Boers replied the ITA was due in October- submittals are before June 1<sup>st</sup> and end of June is when DNR makes their determination. We won't know the funding until July. This is for 2024, their fiscal year runs June 2023 through June 2024.

Lindman questioned the best way to communicate with homeowners and educate them. He doesn't think we would get a lot of buy in if homeowners had to pay 100% on their own, but we could start the outreach process and bring feedback on what works or doesn't and connect with Department of Health Services (DHS) to help with outreach and information put together. We are sending out information for the streets and I think that project would start in May.

Boers stated there probably won't be a lot of buy in without incentives for costs on the homeowner side. ARPA funds would be a good opportunity to request to put towards this project this year.

Rosenberg questioned if we were looking to scale this back and discuss with finance and report back or making a motion on a portion of this?

Robinson stated that he was not sure where the city is relative to ARPA and relative to what the utility needs if this is the best use of ARPA within the utility to advance our goal relative to GAC and other things. I will make a motion we advance the pilot project from an educational perspective and request city's finance committee review allocation of ARPA funds for this pilot purpose. Seconded by Force.

Rosenberg updated that the city has just under \$3 million in ARPA to allocate and depending on how quickly we could put together a proposal we could get it to second finance committee this month or first one next month. We are voting to move forward on educational

component of the pilot study of the lead service line replacement project and requesting the city consider financial use of ARPA for this project.

Motion carried 4-0.

##### **5) Discussion on Status of the Granular Activated Carbon (GAC) Treatment Process and Possible Funding.**

Wojtkiewicz began funding is always challenging but wanted to lay the groundwork for the emerging contaminants program that we'd be applying for. We've talked about PFAS treatment and if you would recall, we've intended to add the GAC system at the end of the treatment train. In page 119 of your packet labelled Bipartisan Infrastructure Law (BIL) Funding for Emerging Contaminants (EC). The bill funding is giving the State emerging contaminants program funding for the next 5 years, unfortunately, the State and Fiscal year don't line up well. The State fiscal year 2023- DNR implemented a stand-alone program and had a rush to make use of those funds to get them out to the communities. We have done what we need to do and will put in an application by the July 31<sup>st</sup> deadline. They are expecting awards by late Spring or early Summer this year. There's \$12.8 million available and up to \$5 million per municipality that could fund up to 70% of your projects. Wausau could potentially receive the full \$5 million expected to be competitive. The State Fiscal year 2024 funding coupled with the Safe Drinking Water Loan Program with DNR expects the operation to be much like the Safe Drinking Water Loan Program but are intending to put more details to it this Spring. Recommendation would be to make application for State Fiscal year 2024 funding by June 30<sup>th</sup> deadline, so I will make 2 applications. With making applications, there's a hold harmless clause to choose which funding packet gives you the best amount of money. The good news is that they are expecting it would be coupled so there would be more principal forgiveness for 2024. The bad news is the project funding schedule. The time we need to get this project bid and constructed. I tried to lay out various deadlines with the anticipated time for fabrication, treatment system and actual construction. To keep us in line with the construction at the end of 2024, we are looking at going out to bid (there's a 6-month fabrication time) as soon as we could. There's no advantage to waiting on bidding of this project, we recommend bidding in the Spring and essentially the way the Safe Drinking water operates, you have to bid project before you know of your financial award in place to pay for it. There's interim financing in place but the best way to maximize funding is to put in applications for both funding cycles and wait until we know both awards and that will take us to October of this year.

Robinson questioned if fabrication took 6 months or if there was a delay of backlogs or supply site as vessels should be standard engineering or were there connection issues?

Wojtkiewicz replied there would be delays, we are designing the system now but there will be some submittals of things needed to be reviewed. The fabrication has a lead time of 5 to 6 months. The vessels are standard engineering but they are not sitting somewhere on a shelf, they need to be built.

Rosenberg questioned if there were any other sources of funding? Like the \$6 billion that the State has for rainy day funding, are any of that expected to be released for projects like this, everyone is lobbying for everything.

Wojtkiewicz replied not now but as communities start sampling for PFAS, more water systems may be required to sample so that may drive some funding but nothing specific right now.

Robinson interjected that with the federal advisory level due in December, if they go to the 4 parts per quadrillion, many communities will be looking for funding so its advantageous for us to move early as we could.

Force questioned if there were a strategy to position Wausau as a community of greater needs than other communities competing for the same funds?

Wojtkiewicz replied that Donohue puts together an application for the funding and there is



a scoring strategy. The DNR have a scoring system. One place Wausau will score points that other communities won't score points on was having all the source water impacted, so we will try to maximize those points. Once we submit the application, DNR scores it and there's an opportunity to comment on those scores and will try to maximize those scores.

Robinson questioned how we'd score as a disadvantaged population community.

Wojtkiewicz replied Wausau qualifies for regular principal forgiveness as a disadvantaged community even under the new scoring system that DNR introduced for 2023.

No Action Taken.

**6) Adjourn.**

Robinson motioned to adjourn. Seconded by Herbst.

Motion carried 4-0.

*Link to view meeting in its entirety: <https://tinyurl.com/wausaucitycouncil>*

Gina Vang, Recording Secretary

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**MEMORANDUM**

**TO:** President Rosenberg  
Commissioner Herbst  
Commissioner Force  
Commissioner Gehin  
Commissioner Robinson

**FROM:** Eric Lindman, P.E.  
Director of Public Works & Utilities

**SUBJECT:** Director's Report – February 2023

Safety training was discussed at the last meeting and how this is currently accomplished. The Department of Public Works & Utilities is made up of several Divisions:

- Water Utility
- Wastewater Utility
- Streets & Maintenance
- Engineering/GIS
- Inspections & Zoning
- Parking
- Fleet/Motorpool

Each division completes and tracks their own safety training for their respective divisions. HR is also the general depository for a list of required training and they also in the past have been in close contact with CVMIC (city's insurance carrier) who provides safety training as well. Through the staffing assessment it was clear from employees and supervisors, even though we meet our obligations for training, the training is not necessarily adequate or well done. It is a combination of video's, classroom and some hands-on training. The other issue that continually comes up year to year is trying to provide continuity of training with all of the divisions. Many of the divisions require the same training so it would make sense to have this scheduled with all entities, but scheduling is cumbersome, and schedules do not align very well. Also properly documenting the completed training and onboarding new employees continues to be a burden to keep training up to date. The Department has scheduled an onsite evaluation with Municipal Electric Utilities of Wisconsin (MEUW) to look at our training needs and then provide us a proposal to perform our annual training moving forward. They have local professionals who will be able to do onsite training, scheduling with all divisions, maintain all training records and administer this program on our behalf. They work with

other municipalities in the same capacity and they work closely with CVMIC and are familiar with their services. It is anticipated the department would consider a multiyear contract with MEUW moving forward.

## **WATER DIVISION**

1. Drinking Water Treatment Facility Update: See attached.

## **WASTEWATER DIVISION**

1. Wastewater Facility Construction Update: See attached.
2. The Wastewater Treatment Plant continues to operate well and is discharging a quality effluent. Optimization continues.
3. Collection System Technician (Sewer Maintainer): Position remains vacant. Advertising will begin again in February.
4. Wastewater Plant Operations Supervisor: Brad Wendtland has been promoted to this position.
5. Wastewater Plant Operations Technician: Position became vacant with the promotion of Brad Wendtland. Advertising for this vacant position will begin in February 2023.
6. Hiring and training of new staff continues to be a challenge for the utility. These positions require in depth knowledge of complex treatment processes and equipment being used and it takes a great amount of time to train to a level that new staff can operate equipment confidently and take the on-call status.
7. Veolia Biosolids Dryer: WDNR representative Fred Hegemen, along with Donohue staff, are scheduled to be on site February 6, 2023 at 10:00 am to review sludge data collected and determine if the dried sludge meets Class A criteria.
8. A dedicated member of our wastewater team passed away unexpectedly on February 1, He has been a dedicated employee for 22 years and condolences go out to his family and loved ones.

# Wausau Drinking Water Treatment Facility - Project Status

February 2023 Commission Meeting

## Drinking Water Treatment Facility

The Drinking Water Treatment Facility continues to operate from when it began supplying treated water to the City of Wausau on December 20, 2022.

As mentioned in the previous update, there are still a number of items that need to be completed to close out this project including punch list items. After over a month of operating the facility, there are also a number of items that become apparent that weren't during the initial startup of the facility which is to be somewhat expected. The City Facility Operators, Engineering team, and Contractors continue to work through these items which have had no impact on the quality of water that the facility is providing. The Contractor is continuing to work through the punch list items, final cleaning of the facility, and addressing any items as they become apparent.

The final water main connection took place on January 11, 2023, to connect the last remaining City water supply Well, Well No. 7, to the new facility. The new facility is now receiving water from each of the Cities six supply wells. The Wausau Water Works Water Division also moved into the new Administration and Maintenance Building (Bldg. 500) on Thursday January 26, 2023.

A timeline of the project was included in the last project status update. We have updated this timeline which includes the original timeline, revised timeline for the Ductile Iron Fitting Delays, the October 2022 proposed timeline, and an updated timeline are summarized below:

<b>Milestones</b>	<b>Original Contract Timeline</b>	<b>Ductile Iron Fitting Delays Revised Timeline</b>	<b>October 2022 Proposed Timeline</b>
Contract Signed	May 2020		
Construction Start	June 2020		
DWTF Start Up Complete	February 2022	September 2022	December 2022
Original Contract included a 5-month window for plant operation by DWTF staff before pumping to city system		<i>Compressed</i>	
Substantial Completion <i>Follow up visits by mfg. reps</i>	August 2022	October 2022 <i>Compressed</i>	January 2023

*After plant operates 8-12 weeks*

Final Completion	October 2022	November 2022	March 2023
WDNR Deadline	Dec. 31, 2022		

Updated Timeline (February 1, 2023):

December 2022

- Completed process train adjustments, chemical system changes, and filter performance runs on December 8, 2022.
- Substantial Completion issued on December 9, 2022.
- 3 of 4 final water main connections took place the weeks of December 12 through December 19, 2022.
- Safe water testing December 19 and 20, 2022.
- Water supplied to the Cities water Distribution System from New Facility December 20, 2022.
- December 20, 2022, City staff began operating facility.

Early January 2023

- Complete final water main connection to bring Well 7 to the new facility the week of January 2, 2023.
- Contractor will continue working through punch list items and final clean up.
- City of Wausau Water Works Water Division moved into the new Administration and Maintenance Building.

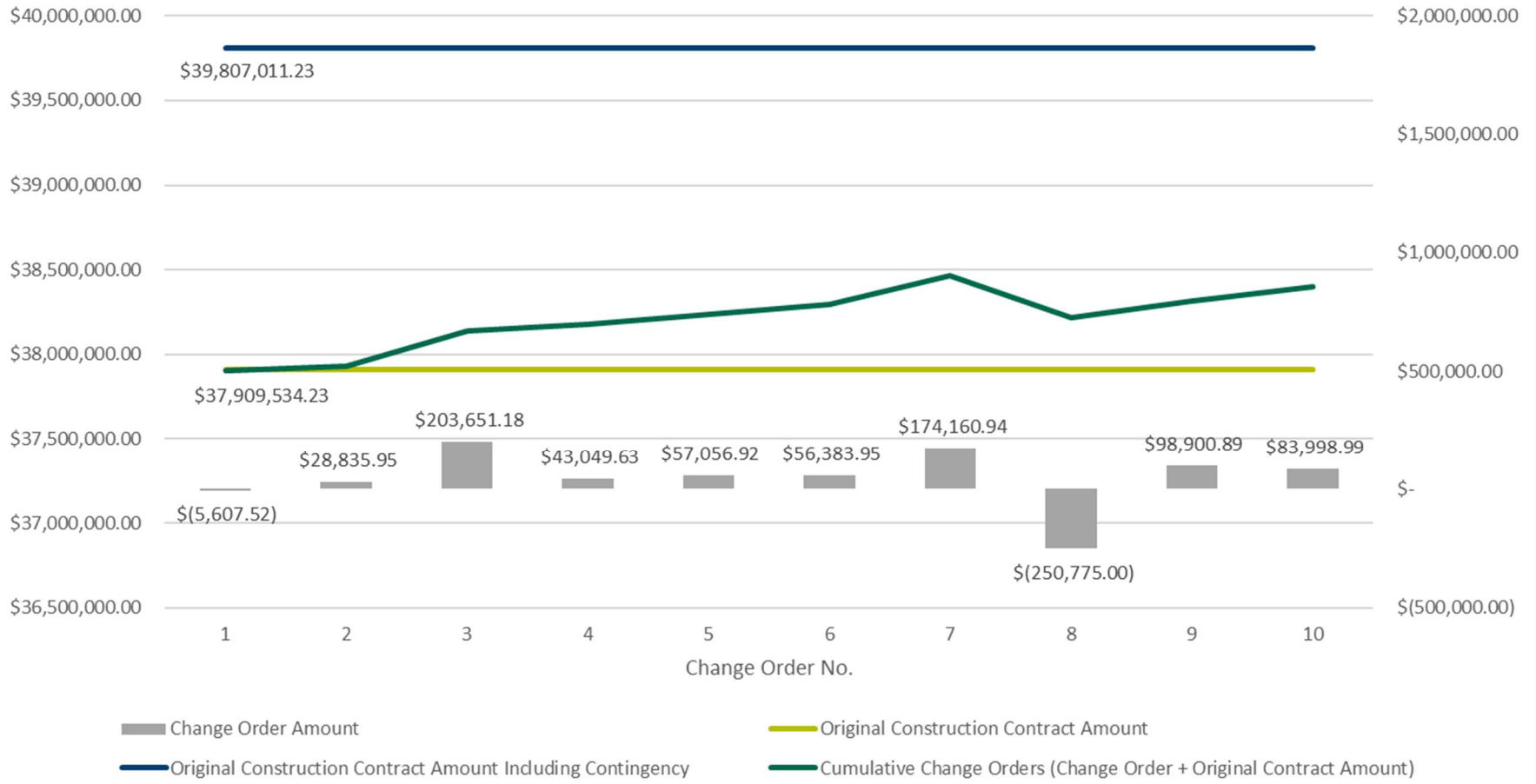
February 2023

- Complete equipment manufacturer follow-up visits. These are scheduled for the week of February 20, 2023.
- Contractor continues working through punch list items and final clean up.
- The contractor will continue addressing operational items as they become apparent.

Spring 2023

- Contractor will complete final restoration of site and winter water main connection areas.
- Project completion and closeout.

### Wausau Drinking Water Treatment Facility Overall Project Construction Cost



Original Construction Contract Amount (Contractor Bid)	Original Construction Contract Amount Including SDWLP Contingency (\$1,897,477.00)	Change Order Amount to Date
\$37,909,634.23	\$39,807,011.23	\$489,655.93



Final Connection of Well Piping to Bring Well 7 to New Facility



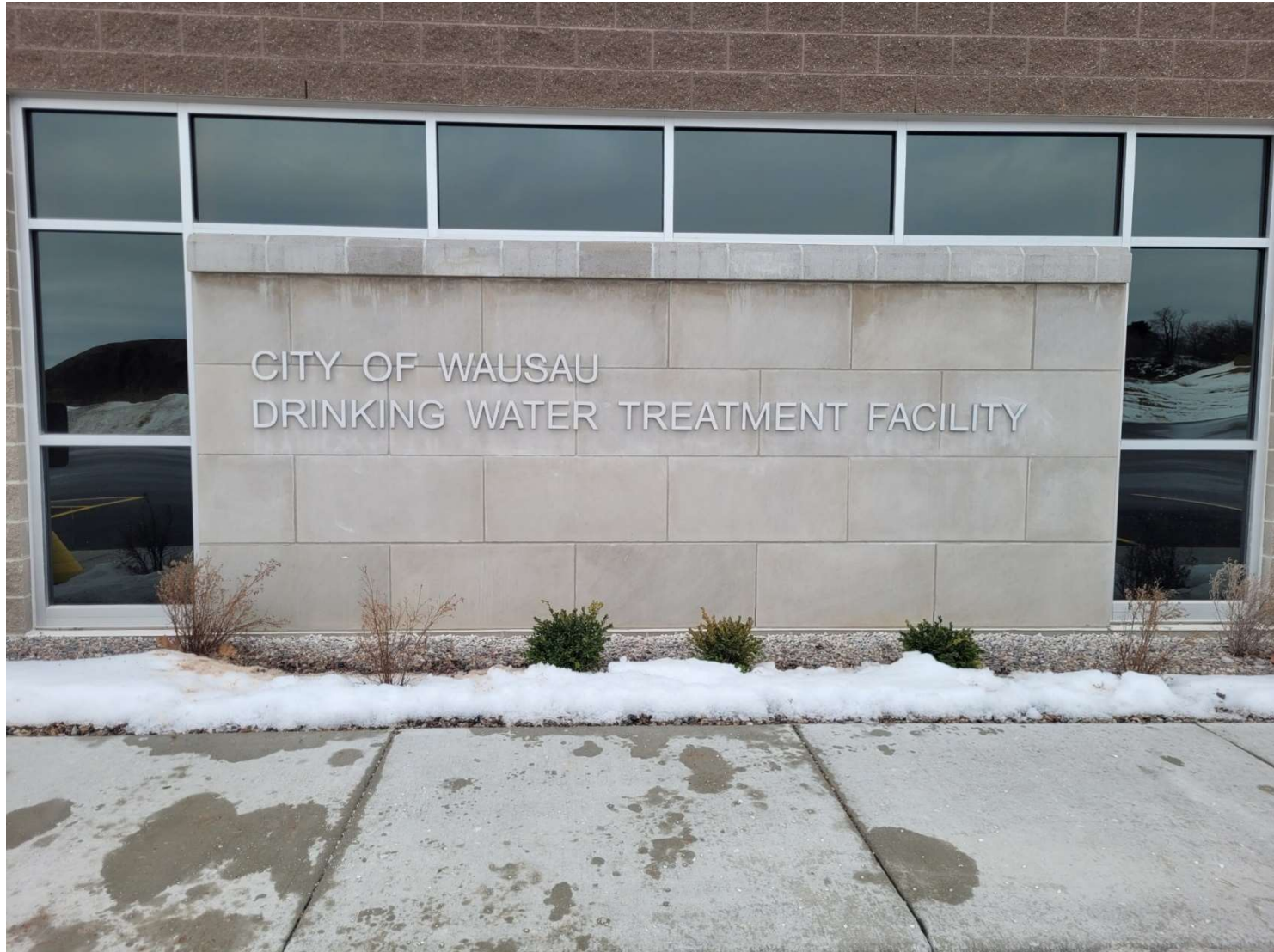


New Maintenance Garage with Water Works Equipment Inside





New Facility Lettering on Administration Building



Reception Area of the New Administration Building



## Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

Period | December 11, 2022 – January 7, 2023

Invoice 67

### Engineer Activities This Period

- Construction administration services related to technical review of contractor shop drawings, responding to contract interpretation questions (RFIs), initiating requests for proposals (RFPs), attending weekly and monthly construction progress meetings, processing work changes to the contract, and contractor monthly payment requests.
- Prepared and submitted Clean Water Fund disbursement request and provided CWF administration.
- Provided part-time Resident Project Representative (RPR).
- Provided part time on-site observation of selected work by Becher-Hoppe.
- Prepared Work Change Directives and RFPs to address unforeseen work that needed to be expedited to allow the Contractor to maintain their construction scheduled progress.
- The Engineer's application engineering staff working on fine tuning the various systems as unit process systems are being operated.
- Change Order 25 executed and submitted to WDNR for approval.
- In process of developing Change Orders 26 to Contractor for review.
- Preparing remaining SOPs.
- Preparing final Certificates of Substantial Completion for issue for those process systems that the Owner has begun to operate.
- Working through review of completed punch list items.
- Continue to assist Owner with WDNR Class A biosolids approval.

### Engineer Near-Term Activities

- As the project proceeds, the engineer will continue to provide construction administration services including responding to RFIs, preparing RFPs, attending weekly and monthly construction progress meetings, processing change orders, reviewing contractor payment requests, and providing full-time on-site resident engineering services.
- Application Engineering programming to fine tune operations.
- Review completed punch list items.

### Contractor Progress to Date

- The Notice to Proceed with Construction was issued to the Contractor on June 18, 2020 and established the final completion date as June 3, 2023.
- Construction on the improvements to the Wastewater Treatment Facility (WWTF) began on July 6, 2020.

## Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

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- Structure 100 (Main Building):
  - Lift station communications working well and final tune up of SCADA work is ongoing.
  - Masonry wall at the lower level connection of Tunnel 900 to Structure 100 is awaiting final grouting, piping/conduit sealing and sealing of wall.
  - Final electrical demolition continuing throughout structure. Van Ert Electric continuing with conduit and wiring pulling.
  - Currently, all contractors working on punch list items, clean up and final tasks being worked on throughout the structure.
- Structure 110 (Vehicle Storage Garage) – Construction completed on the entrance gates, east and west of Structure 110. Electrical work and gate card reader needs to be installed and completed.
- Structure 120 (Administration Building) – Remaining punch list items are in process of being completed.
- Structure 200 (Grit Building)—Structure 200:
  - Waiting on final section of safety railing inside the grit removal area.
  - Grit system and building up and running.
  - Punchlist work continues.
- Structures 310, 320, 330 and 340 (Primary Clarifiers 1, 2, 3, and 4) along with Structure 350 (Primary Effluent Channel):
  - All four clarifiers in operation.
  - Adjustments to the mechanism skimmer arms completed.
  - Minor punch list items regarding the clarifiers remain.
  - Kick plate at guard rail installed on Clarifiers 310 and 320.
- Structure 400 (Activated Sludge Building):
  - All three blowers working well.
  - The microturbines have been placed back in operation; waiting on vendor representative to get west microturbine working again.
  - Railing almost completed on top of roof.
  - Cleaning of structure and punch list items are ongoing.
- Structure 404 (Junction Box)— Structure is in operation.

## Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

Period | December 11, 2022 – January 7, 2023

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- Structure 405 (Anoxic Selector Tank) and Structure 406 (Mixing Tank)— Both structures are in operation.
- Structure 410 (Activated Sludge Basins)—Basins in operation and working well.
- Structure 415 (Basin Drain Pump Station)— Work has been completed on the basin drain pump station; it is in operation as needed.
- Structure 420 (Mixed Liquor Channel) and Structure 500 (Secondary Splitter)— Work completed on these two structures including insulation on phosphorus removal chemical (PRC) line.
- Structures 510 and 520 (Secondary Clarifier 1 and 2) and Structure 515 (Secondary Scum Manhole 1)— Clarifiers in operation, Structure 515 working as needed.
- Structure 530 (Secondary Clarifier 3)—Clarifier is up and running with no issues.
- Structure 535 (Secondary Scum Manhole 3)—This structure is in operation and is working when needed.
- Structure 540 (Secondary Clarifier 4)—Clarifier continues to work well; minor punch list items to be completed.
- Structure 600 (Effluent Building):
  - Vendor representatives will be returning to complete the functional testing and performance checkout of disc filters.
  - Disc filter performance testing scheduled to start this month as main breaker issues have been resolved.
  - Secondary Effluent pumps have been running on and off during disc filter checkout.
  - The W3 water system continues to operate.
  - UV System is now off during non-disinfection season.
  - Punchlist work continues in this structure.
- Structure 610 (Chemical Building) – Magnesium Hydroxide Solution (MHS) system, PRC system and sodium hypochlorite (SHC) system are working.
- Structure 700 (Digester Building) and Structures 710, 720, 730 and 740 (Digesters 1, 2, 3 and 4): Systems operating in structure. Some issues with digester gas boilers that are



## Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

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being worked out with engineers and vendor hopefully to be corrected in January. Final punch list work on going.

- Structure 755 (Waste Gas Burner)— Waste gas flare operating.
- Structure 760 (Biosolids Storage Building):
  - Final electrical controls and fire safety control panel work to be completed by end of January.
  - New Lights are powered and working.
- Structure 770 (Solids Building):
  - Veolia has been on site and completed the dryer performance testing.
  - The dryer is currently in operation and City is working to complete WDNR Class A Sludge biosolids performance demonstration.
  - Solids handling chute malfunction/kinking in the solids handling garage work completed.
  - Gravity belt thickeners, belt filter press and sludge screening are all in operation.
  - Return activated sludge, waste activated sludge, thickened primary sludge and recycle pumps in the lower level are working as needed.
  - Punch list item completion ongoing.
- Structure 775 (PSD Thickener) and Structure 776 (Basin Drain Pump Station 2)—Structures 775 and 776 have been in service and continue to operate.
- Tunnel 900— Punchlist items, labeling and cleanup are ongoing; concrete injection work in tunnel to help with groundwater infiltration is completed.
- Tunnel 910— No work in this structure.
- Site Work:
  - Punchlist items associated with the site, grading, landscaping and yard work are ongoing for the entire site and structures.
  - Gate is installed at Department of Public Works and waiting on installation of power and card readers to east gate at Structure 110.
- Construction progress photographs are located at the end of this progress report.

# Project Status Report

## Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

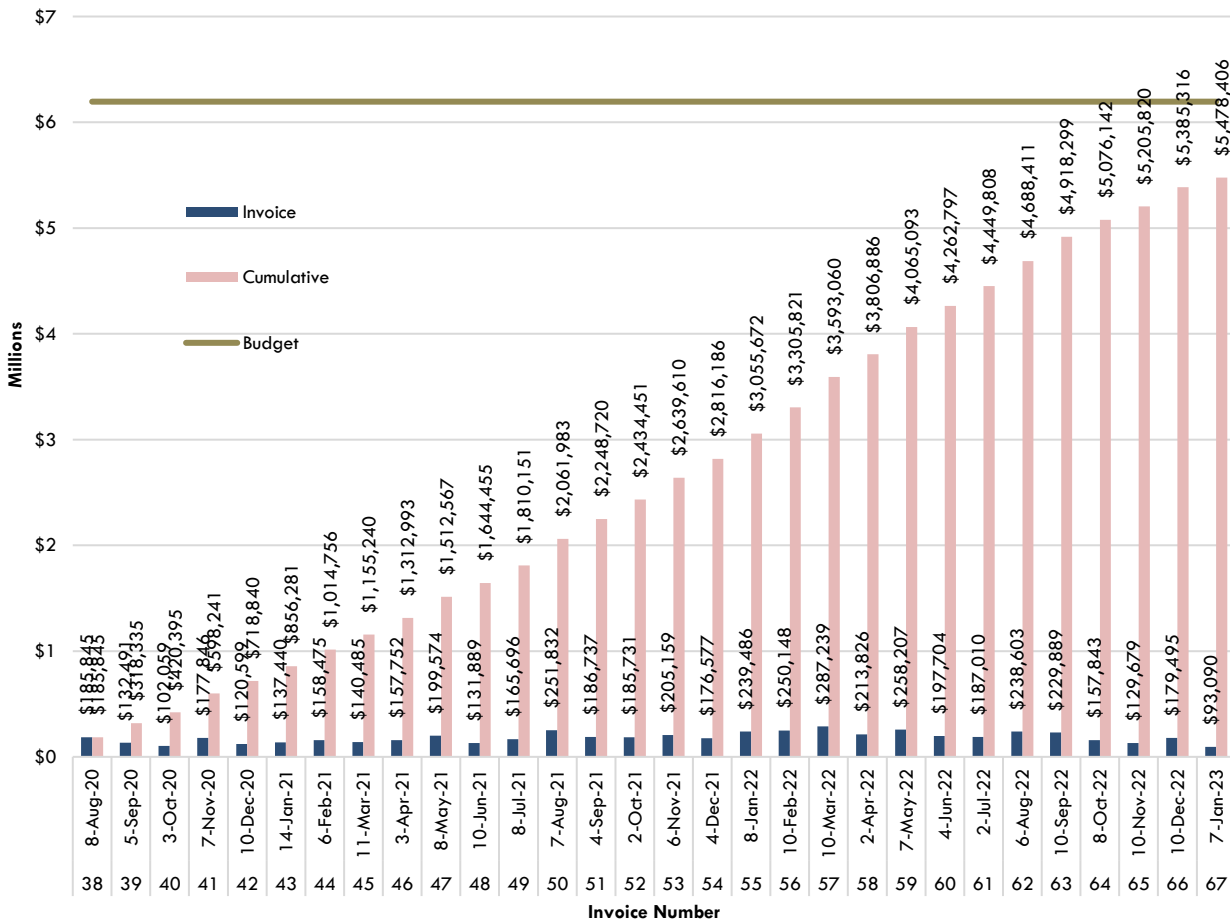
**Period** | December 11, 2022 – January 7, 2023  
**Invoice 67**

### Construction Schedule

- The Contractor has developed a detailed construction schedule that defines a timeline for the orderly completion of the work and a breakdown by structure of the work to be done in the various work areas. We continue to review the timeline and work tasks against the various constraints identified in the project manual to confirm that the contractor has adequately addressed them and accounted for shutdown time limits as their work proceeds.

### Project Related Budget Snapshot

#### Construction Engineering Budget



# Project Status Report

## Wastewater Treatment Facility Improvements Project – Engineer During Construction

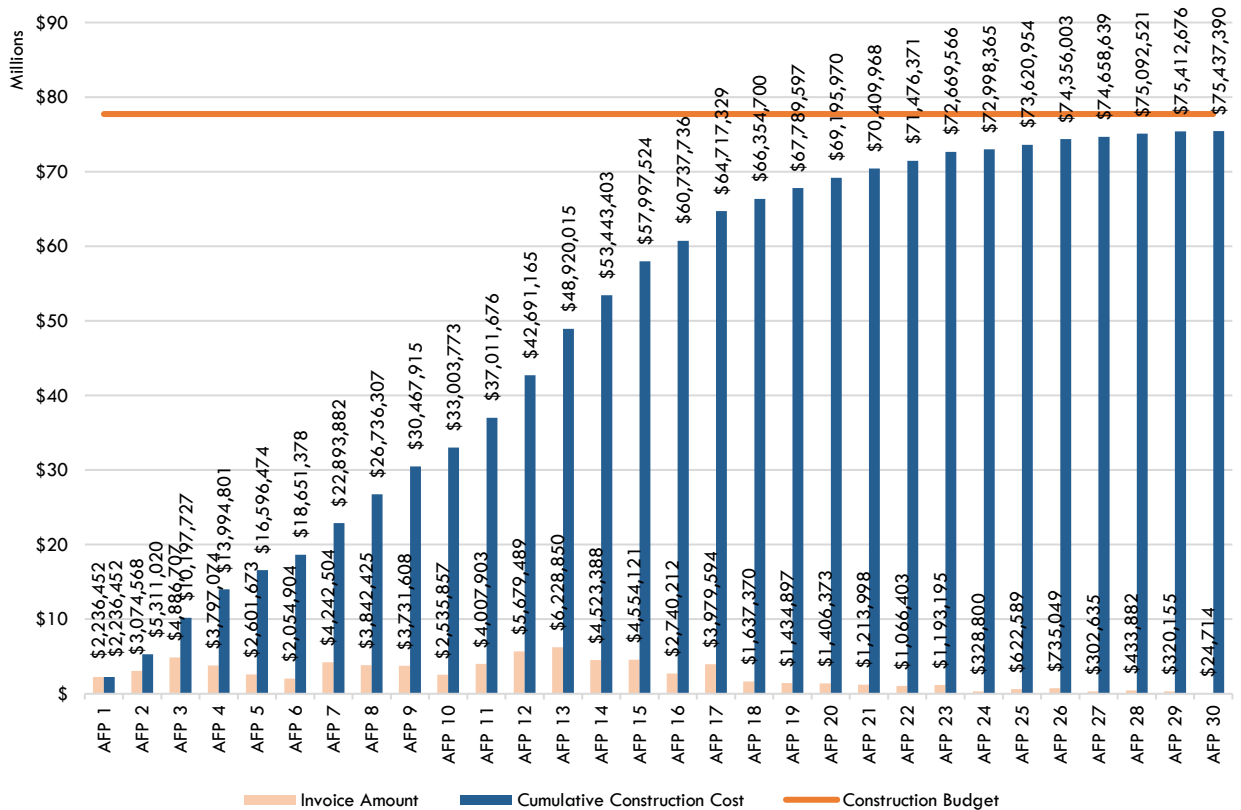
City of Wausau, Wisconsin

Donohue Project Number 13229

**Period** | December 11, 2022 – January 7, 2023

**Invoice 67**

### Construction Budget: Pay Applications Approved by Engineer





# Project Status Report



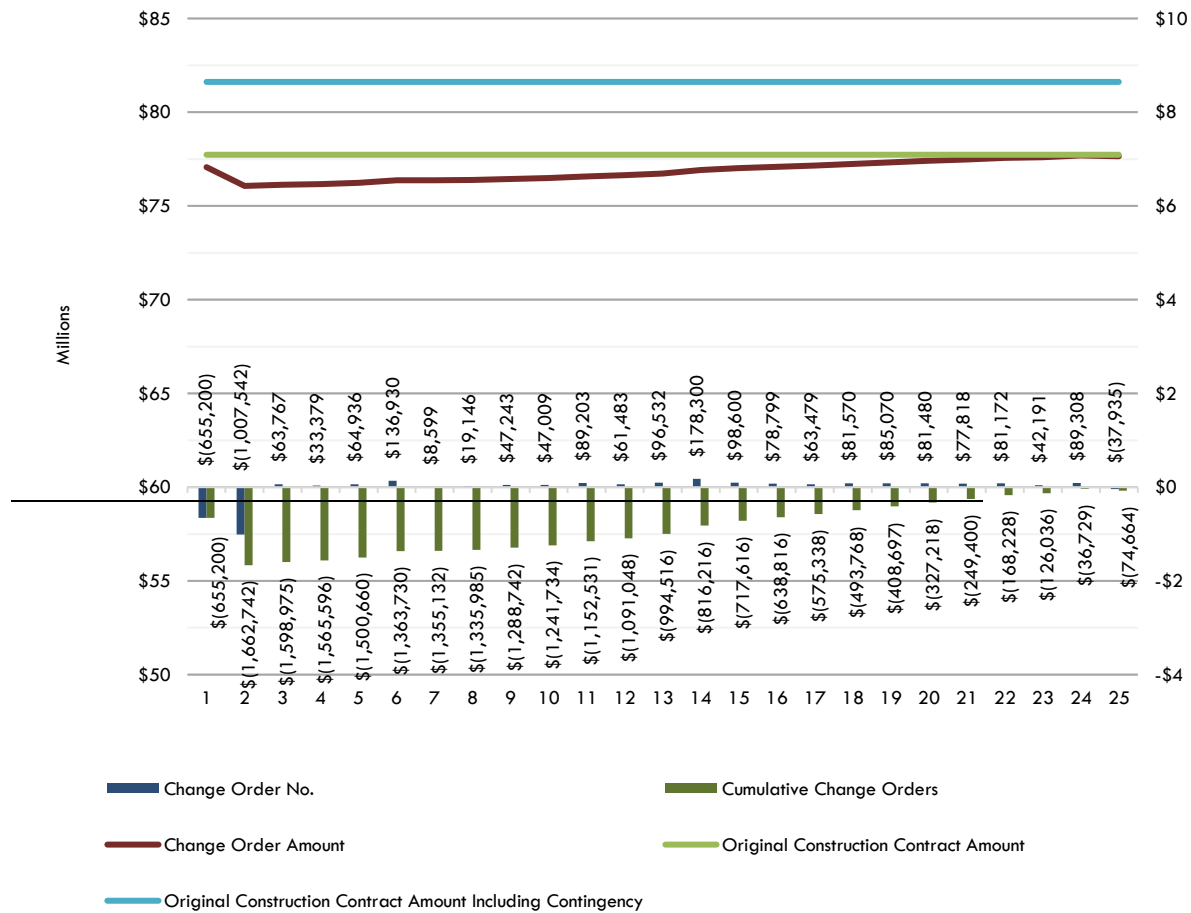
## Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

**Period** | December 11, 2022 – January 7, 2023  
**Invoice 67**

### Overall Project Budget



### Budget Notes:

1. No budget issues at this time.

### Remarks

1. None.

## Project Status Report

### Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

Period | December 11, 2022 – January 7, 2023

Invoice 67

#### Construction Photographs



More louvre screens installed along east side of Structure 100 (Main Building).



Structure 100 (Main Building) entryway front roof overhang completed.



## Project Status Report

### Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

Period | December 11, 2022 – January 7, 2023

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City staff cleaned up new welding area in east garage of Structure 100 (Main Building).



Kick plate on guard rails for Structures 310 and 320 (Primary Clarifiers 2 and 3).

# Project Status Report

## Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

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Phosphorus removal chemical (PRC) line insulation complete.



Newly painted valves and condensate tanks in gas handling room of Structure 700 (Digester Building).



## Project Status Report

### Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

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Period | December 11, 2022 – January 7, 2023

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Biosolids Storage Building (Structure 760) in use.



Power and controls moved to exterior of building at Structure 760 (Biosolids Storage Building).

# Project Status Report



## Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

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Biosolids chutes are fixed at Structure 770 (Solids Building).



Louvre screens installed on north side of Structure 770 (Solids Building).



# Project Status Report



## Wastewater Treatment Facility Improvements Project – Engineer During Construction

City of Wausau, Wisconsin

Donohue Project Number 13229

**Period** | December 11, 2022 – January 7, 2023

**Invoice 67**



Parting Shots: Project is close to completion and no job trailers remain on a quiet winter day.

# INVOICE



3311 Weeden Creek Road  
Sheboygan, WI 53081  
Phone: 920-208-0296  
www.donohue-associates.com

**Invoice To:**

City of Wausau  
Attn: Ben Brooks  
407 Grant Street  
Wausau, WI 54403

**Invoice Date:**

January 12, 2023

**Donohue Project No.:**

13229

**Invoice No:**

13229-67

**Project Manager:**

Mike Gerbitz

**Terms:**

Net 30 Days

**Billing Period:**

12/11/22 - 01/07/23

**Project Description:**

Wastewater Facilities Plan & Design

**Your Authorization:**

Engineering Services Agreement, Signed 03/29/17  
Amendment No. 1, Signed 06/28/18  
Amendment No. 2, Signed 03/05/19  
Amendment No. 3, Signed 01/27/20  
Amendment No. 4, Signed 05/07/20  
Permit Review Fees Payment Request, 02/27/20

**Compensation:**

Time and Expense	\$	129,220.00
Time and Expense	\$	984,565.00
Time and Expense	\$	3,323,900.00
Time and Expense	\$	4,351,831.00
Time and Expense	\$	1,843,325.00
Permit Review Fees	\$	12,534.50
Total	\$	10,645,375.50

**Billing Summary:**

Total Charges to Date	\$	9,928,641.49
Charges Previously Billed	\$	9,835,551.21
Current Charges	\$	93,090.28

**Summary of Current Charges**

Labor (465.5 hours)	\$	85,275.00
Reimbursable Expenses	\$	4,792.28
Permit Review Fees	\$	-
Subconsultants	\$	3,023.00
Total	\$	93,090.28

**Current Charges Due \$ 93,090.28**

**Please Remit to:**

Donohue & Associates, Inc.  
3311 Weeden Creek Road  
Sheboygan, WI 53081  
Phone: 920-208-0296  
Fax: 920-208-0402

<b>Aged Receivables</b>				
<u>Current</u>	<u>31 - 60 Days</u>	<u>61 - 90 Days</u>	<u>91 - 120 days</u>	<u>&gt;120 days</u>
\$93,090.28	\$0.00	\$0.00	\$0.00	\$0.00



## Michelle Weasler

---

**From:** Brenda Christian <brute2014@outlook.com>  
**Sent:** Sunday, February 5, 2023 7:03 AM  
**To:** Wausau WaterWorks  
**Subject:** [EXTERNAL] Increases

A 65% increase in water and now an increase in sewage costs? While I understand that improvements are important and endorse being responsible -this is unreal! Yes, we need to care for our planet- and I really wish that the water I get from Wausau was currently safe. This water/ sewage I NOW pay over \$200 a quarter for (two people in the household). This suggests to me that we are on the hook for a poorly designed and managed plan. Something is gotta give or who can afford to live in Wausau anymore?? (This from a usual pretty strong supporter of Wausau and of paying for good services that you get). The tide seems shifting- pay more for less.  
Sent from my iPhone

## Wausau Wastewater User Rates - Fee Schedule

January 31, 2023

**Definitions:** 1 Unit= 100 cubic feet = 748 Gal

City charges sewer usage based on each 100 cubic feet (CF) of water used. Each 100 CF is called a "Unit". On your bill you will see Previous and Current meter reading columns, the difference between them is the total number of "Units" used for that period. For Example, If you used 10 Units this is equivalent to 1,000 CF of water or 7,480 gallons of water. The charge would be 10 Units times the volume rate charge.

### 1. City Sewer Service Charges when a single water meter measures all water usage.

Quarterly Calculated Sewer charge is sum of fixed fee, based on water meter size, plus volume charge for

Within City Sewer

Water Meter Size (Inches)	<sup>1</sup> Qtrly Fixed Fee 10/01/22	<sup>1</sup> Qtrly Fixed Fee 04/01/23	<sup>1</sup> Qtrly Fixed Fee 01/01/24
5/8 or 3/4	\$ 34.58	\$ 36.31	\$ 39.94
1	46.68	49.01	53.91
1 1/4	65.01	68.26	75.09
1 1/2	75.38	79.15	87.07
2	126.21	132.52	145.77
3	227.88	239.27	263.20
4	372.07	390.67	429.74
6	734.46	771.18	848.30
8	1,155.29	1,213.05	1,334.36

<sup>1</sup>Listed charges above are fixed charge based on meter size per quarter

Within City Sewer Volume Charge:

Volume	<sup>1,2</sup> Volume Charge 10/01/22	<sup>1,2</sup> Volume Charge 04/01/23	<sup>1,2</sup> Volume Charge 01/01/24
Rate Per 100 CF	5.63	5.91	6.50

<sup>1</sup>Volume is charged per 100 CF (748 Gal)

<sup>2</sup>Charges to residential customers shall be based on actual volume as recorded by the water meter each quarter.

### 1a. No Sewer Charge on Water Irrigation Meter (optional):

Customers may elect to install a second water meter to monitor water usage not discharged to sanitary sewer, ie. for irrigation, and eliminate the sewer fixed & volume charge for this portion of meterd water. The meter shall be provided by the utility and the installation approved by the utility.

### 2. City Sewer Service Only & No Water Meter (Wastewater Treatment at Fixed Fee):

Quarterly Fixed Sewer Charge established from sum of 3/4 meter fixed charge plus two thousand cubic feet (average quarterly household water usage) times current volume rate.

Sewer Service Only (Quarterly Billing)	Fixed Charge 10/01/22	Fixed Charge 04/01/23	Fixed Charge 01/01/24
3/4 Meter Fixed Charge	\$ 34.58	\$ 36.31	\$ 39.94
Rate Per 100 CF	\$5.63	\$5.91	\$6.50
2000 CF (ave usage)	\$112.60	\$118.20	\$130.00
<b>Total Qtrly Fixed Charge</b>	<b>\$ 147.18</b>	<b>\$ 154.51</b>	<b>\$ 169.94</b>

### 3. Sewer Treatment Only. City of Schofield

Wastewater Receiving (Monthly Billing)	Monthly Charge 10/01/20	Monthly Charge 04/01/23	Monthly Charge 01/01/24
Monthly Admin Fee	\$357.60	\$375.48	\$413.03
Vol Rate/100 CF	\$1.968	\$2.066	\$2.273
100 CF /Million Gal	1,336.90	1,336.90	1,336.90
<sup>1</sup> Rate Per Million Gal of Flow	\$2,631.01	\$2,762.04	\$3,038.77

<sup>1</sup>Volume Rate/CCF is from cost of service study rate converted to Rate per Million Gal for billing.

### 4. Sewer Treatment Only. City of Weston

Wastewater Receiving (Monthly Billing)	Monthly Charge 10/01/20	Monthly Charge 04/01/23	Monthly Charge 01/01/24
Monthly Admin Fee	\$150.00	\$157.50	\$165.38

<sup>1</sup> Rate Per 100 CF	\$3.23	\$3.39	\$3.56
------------------------------	--------	--------	--------

<sup>1</sup>Volume Rate based on mix characteristics compatible with municipal concentrations

**5. Hauled Wastewater - Village of Maine WWTF**

Hauled Wastewater (Monthly Billing)	Monthly Charge 10/01/20	<sup>1</sup> Monthly Charge 04/01/23	<sup>1</sup> Monthly Charge 01/01/24
Septic Tank Rate - 50% Vol (per 1000 gal)	\$83.93	\$89.57	\$98.53
Holding Tank Rate - 50% Vol (per 1000 gal)	\$9.46	\$11.37	\$12.51

<sup>1</sup>Based on hauled load amounts

**5a. Hauled Wastewater - Environmental Professional Services (REI)**

Hauled Wastewater (Monthly Billing)	Monthly Charge 10/01/20	<sup>1</sup> Monthly Charge 04/01/23	<sup>1</sup> Monthly Charge 01/01/24
Admin Fee/100 gal	\$27.36	\$34.47	\$37.92
<sup>2</sup> Vol Rate/100 CF	\$1.957	\$2.05	\$2.260
100 CF/100 Gal	7.48	7.48	7.48
Vol Charge/ 100 gal	\$14.64	\$15.33	\$16.90
<b>Total Rate /100 gal</b>	<b>\$42.00</b>	<b>\$49.80</b>	<b>\$54.82</b>

<sup>1</sup>Based on hauled load rates

<sup>2</sup>Volume Rate based on mix characteristics compatible with municipal concentrations

**5b. Hauled Wastewater - Waste Management**

Wastewater Receiving (Monthly Billing)	Monthly Charge 10/01/20	<sup>1</sup> Monthly Charge 04/01/23	<sup>1</sup> Monthly Charge 01/01/24
Monthly Admin Fee	\$27.36	\$34.47	\$37.92
Septic Mix Rate /1000 gal	\$83.93	\$89.57	\$98.53

<sup>1</sup>Based on hauled load rates

**5c. Hauled Leechate (Marathon County Landfill)**

Hauled Leechate	Monthly Charge 10/01/20	<sup>1</sup> Monthly Charge 04/01/23	<sup>1</sup> Monthly Charge 01/01/24
Monthly Admin Fee	\$27.36	\$34.47	\$37.92
Vol Rate Per 100 CF	\$3.23	\$3.39	\$3.73
est. 6000 gal/load = CCF	8.02	8.02	8.02
<sup>2</sup> Load Charge/EA	\$25.91	\$27.19	\$29.92

<sup>1</sup>Based on hauled load rates

<sup>2</sup>Rate per load calculated based on est. load volume of 6000 gal/truck

**6. Treated Water Discharged (Wauleco)**

Hauled Wastewater (Monthly Billing)	Monthly Charge 10/01/20	<sup>1</sup> Monthly Charge 04/01/23	<sup>1</sup> Monthly Charge 01/01/24
Monthly Admin Fee	\$150.00	\$157.50	\$173.25
Rate Per 100 CF	\$3.23	\$3.39	\$3.73

<sup>1</sup>Increase applied to hauled load rates

<sup>2</sup>Charges calculated monthly from Wauleco Reports but billed Quarterly

**7a. <sup>1,2</sup> Monitored Sewer Permitted Customer Fees. The permit fee for regulated outfalls are:**

Outfalls (Sample Point)	Monthly Chrg 10/01/22	Monthly Chrg 07/01/21	Monthly Chrg 10/01/22
1st outfall Permit Fee	\$265.39	\$278.66	\$306.53
Add'l outfalls (Each)	26.54	27.87	30.65

<sup>1</sup>Permit fees are billed annually in January each year. The charges listed above are monthly portion of annual charge.

<sup>2</sup>Monitored Customers. Utility pays for lab testing fees and bills customers for reimbursement.

**7b. Monitored Customers (High Strength Wastewater)**

Sewer charges for monitored customers are billed Bi-Monthly

Monitored Meter Fixed Fee is billed in the amount from Item 1 Meter Fixed Fee by Size schedule.

If the water meter is the basis for determining volume of waste discharge, the minimum monthly charge will be one-third of the minimum quarterly charge per the water meter size as shown in Item 1 of this Fee Schedule.

Monitored Customers Volume Charge;

<sup>1</sup> Volume	Charge 10/01/22	Charge 04/01/23	Charge 01/01/24
Rate Per 100 CF	\$3.04	\$3.19	\$3.51

<sup>1</sup>Volume charge above is billed bi-monthly

Monitored Customers Constituent Charge. Sewer Concentration Charge is based on pounds of component mix;

<sup>1</sup> Constituents	Rate 10/01/22	Rate 04/01/23	Rate 01/01/24	Units
BOD	0.51	0.54	0.59	\$/lb
TSS =	0.74	0.78	0.85	\$/lb
Phosphorus =	6.94	7.29	8.02	\$/lb
Aluminum	0.80	0.84	0.92	\$/lb

<sup>1</sup>Charges per pound of constituents are billed bi-monthly

### 7c. Monitored Customer Flow Through By-Bass Fee

Monitored Customers that need to divert flow from metered discharge will be charged based on hours of by-pass flow

Monitored Outfall	<sup>1</sup> Charge 10/01/22	<sup>1</sup> Charge 04/01/23	<sup>1</sup> Charge 01/01/24
Rate/hour of flow	\$125.00	\$131.25	\$144.38

<sup>1</sup>Charges above are billed bi-monthly.

### 8. Customers Outside City limits served with sanitary sewer service with metered discharge.

Applicable to the remaining area of Town of Stettin Sanitary District 1 not annexed to Wausau.

#### 8a. Outside of City Calculated Sewer charge is sum of fixed minimum fee, based on private sewer meter size, plus volume charge for usage.

Outside of City Sewer Minimum Fee:

Water Meter Size in inches	<sup>1</sup> Qtrly Fixed Fee 10/01/22	<sup>1</sup> Qtrly Fixed Fee 04/01/23	<sup>1</sup> Qtrly Fixed Fee 01/01/24
5/8 or 5/3	\$ 36.54	\$ 38.37	\$ 42.21
3/4	36.54	38.37	42.21
1	49.33	51.80	56.98
1 1/4	68.69	72.12	79.33
1 1/2	79.65	83.63	91.99
2	133.36	140.03	154.03
3	240.78	252.82	278.10
4	393.14	412.80	454.08
6	776.06	814.86	896.35
8	1,220.72	1,281.76	1,409.94

<sup>1</sup>Listed charges above are fixed charge based on meter size per quarter

Outside of City Volume Charge:

<sup>1</sup> Volume	Qtrly Chrg 10/01/22	Qtrly Chrg 07/01/21	Qtrly Chrg 10/01/22
Per 100 CF	\$5.93	\$6.23	\$6.85

<sup>1</sup>Volume is charged per 100 CF (748 Gal)

<sup>2</sup>Charges to residential customers shall be based on actual volume as recorded by the sewer meter each quarter.

#### 8b. Outside of City Non-meterd Sewer Service (Residential Flat Fee Sewer Charge). Residential users not metered shall pay a flat fee sewer charge per living unit per quarter. The flat fee rate is:

SW only service	Qtrly Fixed Chrg 10/01/22	Qtrly Fixed Chrg 04/01/23	Qtrly Fixed Chrg 01/01/24
Qtrly Sw Service	\$155.15	\$162.91	\$179.20

### 9. Charges for Hauled Waste Dumped at Wausau's Wastewater Facility:

Hauled wastes dumped at Wausau's Wastewater Treatment Plant (WWTP) are subject to all codes, policies, regulations, and charges adopted by the utility/Wausau Common Council.

**9a. Dumping charges for hauled domestic wastewater:**

Description	<sup>1</sup> Hauled Load Chrg 10/01/22	<sup>1</sup> Hauled Load Chrg 04/01/23	<sup>1</sup> Hauled Load Chrg 10/01/24	unit
Monthly Admin Fee	\$ 32.83	\$ 34.47	\$ 37.92	per month
Volume Charge	\$ 1.45	\$ 1.52	\$ 1.67	per ccf
BOD Concentration	\$ 0.25	\$ 0.26	\$ 0.29	per lb.
TSS Concentration	\$ 0.46	\$ 0.48	\$ 0.53	per lb.
Phosphorus concentration	\$ 4.38	\$ 4.60	\$ 5.06	per lb.
Aluminum Concentration	\$ 0.40	\$ 0.42	\$ 0.46	per lb.

<sup>1</sup>Based on hauled load rates

**10. Delinquent sewer bills.**

All customers shall be subject to late payment charges and penalties and/or disconnection of sewer service and the policies and procedures for such charges/penalties and disconnections shall be similar to those approved by the Public Service Commission for the utility.

**REFERENCE**

**Hauled Loads Standard mix from Sewer Rate Study 2020**

**Holding Tank**

	Concentration	Amount	Rate	Cost
BOD =	600 mg/l	5.00 lbs	0.25 \$/lb	1.25 \$/1000 gal
TSS =	1800 mg/l	15.01 lbs	0.46 \$/lb	6.91 \$/1000 gal
phosphorus =	20 mg/l	0.17 lbs	4.38 \$/lb	0.73 \$/1000 gal
Aluminum	0 mg/l	0.00 lbs	0.40 \$/lb	- \$/1000 gal
Volume =	1000 gals	1.34 units	1.45 \$/unit	1.94 \$/1000 gal
			<b>Total</b>	<b>\$10.83</b>

**Septic Tanks**

	Concentration	Amount	Rate	Cost
BOD =	8000 mg/l	66.72 lbs	0.25 \$/lb	16.68 \$/1000 gal
TSS =	15000 mg/l	125.10 lbs	0.46 \$/lb	57.55 \$/1000 gal
phosphorus =	250 mg/l	2.09 lbs	4.38 \$/lb	9.13 \$/1000 gal
Aluminum	0 mg/l	0.00 lbs	0.40 \$/lb	- \$/1000 gal
Volume =	1000 gals	1.34 units	1.45 \$/unit	1.94 \$/1000 gal
			<b>Total</b>	<b>\$85.30</b>

Blended Rate: Holding Tank 84%, Septic Tank 16%, applied to 95% of truck volume \$22.74 \$/1000 gal  
 Monthly Admin Charge \$32.83 /month

Septic haulers must report to Wausau Water Works the volume of septic waste and the volume of holding tank waste for each load delivered by the tenth day of the following month. The concentration charges for residential septic and holding tank wastes can be estimated, where test results are not available and at the discretion of the Director of Public Works and Utilities. If the septic hauler fails to submit a report detailing the volumes of wastes dumped, they will be charged for 95 percent of the actual truck volume and an assumed 16 percent septic tank sludge and 84 percent holding tank waste.

Charges for commercial, industrial, environmental cleanup, and other unique wastes that, in the opinion of the Director of Public Works and Utilities, are not adequately characterized by the stated schedule, Volume and Concentration charges can be established by contract or agreement approved by the Utility Commission.

**SEWER RATES**  
EFFECTIVE OCTOBER 1, 2022

	<u>CURRENT RATES</u>	<u>PROPOSED Incr. 5% Apr 1, 2023</u>	<u>PROPOSED Incr. 10% Jan 1, 2024</u>
<b>Quarterly Service Charge (based on water meter size):</b>			
5/8 Inch Meter .....	\$34.58	\$36.31	\$39.94
3/4 Inch Meter .....	34.58	36.31	39.94
1 Inch Meter .....	46.68	49.01	53.91
1-1/4 Inch Meter .....	65.01	68.26	75.09
1-1/2 Inch Meter .....	75.38	79.15	87.07
2 Inch Meter .....	126.21	132.52	145.77
3 Inch Meter .....	227.88	239.27	263.2
4 Inch Meter .....	372.07	390.67	429.74
6 Inch Meter .....	734.46	771.18	848.3
8 Inch Meter .....	1,155.29	1,213.05	1,334.36

**Plus Volume Charge:**

All customers are billed for sewer based on amount of water used each quarter.

	<u>\$/ 100 CF</u>	<u>\$/ 100 CF</u>	<u>\$/ 100 CF</u>
<b>METERED WATER</b>			
Sewer volume per quarter, as measured by the water meter, shall be charged at rate per 100 cubic ft.	\$5.63	\$5.91	\$6.50
<b>UNMETERED WATER</b>			
Sewer rate per quarter, where no water meter is installed, is charged based on service connection			
Within City	\$147.08	\$154.43	\$169.87
Outside City	\$155.15	\$162.91	\$179.20

**Sewer Rate Increase Estimated Impact:**

		<u>CURRENT RATES</u>	<u>PROPOSED Incr. 5%</u>	<u>PROPOSED Incr. 10%</u>
<b>Residential 2 person household with 5/8 inch meter</b>				
Sewer Qtrly Service Charge (Fixed Amt)	Charge \$	\$34.58	\$36.31	\$39.94
Volume Charge at 800 CF/Qtr /prsn (16 units)	Vol \$	90.08	94.56	104.00
	Qtrly Total	\$124.66	\$130.87	\$143.94
	Qtrly Net Incrs		\$6.21	\$13.07
<b>Residential 4 pearson household with 5/8 inch meter</b>				
Sewer Qtrly Service Charge (Fixed Amt)	Charge \$	\$34.58	\$36.31	\$39.94
Volume Charge at 800 CF/Qtr /prsn (32 units)	Vol \$	180.16	189.12	208.00
	Qtrly Total	\$214.74	\$225.43	\$247.94
	Qtrly Net Incrs		\$10.69	\$22.51

**Sewer & Water Rate Increase Estimate:**

		<u>CURRENT RATES</u>	<u>PROPOSED SW Inc. 5% WT Inc. 65%</u>	<u>PROPOSED SW Inc. 10%</u>
<b>Residential 2 person household with 5/8 inch meter</b>				
Water Qtrly Meter Charge (Fixed Amt) + 65% incr.	Charge \$	\$24.81	\$40.94	\$40.94
Water Vol Chrg at 800 CF/Qtr /prsn (16 units) + 65% in	Vol \$	46.56	76.80	76.80
Public Fire Qtrly Charge (Fixed Amt) + 65% incr.	Charge \$	13.14	21.68	21.68
Sewer Service Charge per Qtr (Fixed Amt)	Charge \$	34.58	\$36.31	39.94
Volume Charge at 800 CF/Qtr /prsn (16 units)	Vol \$	90.08	94.56	104.00
	Qtrly Total	\$209.17	\$270.29	\$283.36
	Qtrly Net Incrs		\$61.12	\$13.07

## PRIVATE FIRE PROTECTION CHARGES

EFFECTIVE JANUARY 1, 2021

This service is for unmetered connections to the main for the purpose of supplying water to private fire protection systems such as automatic sprinkler systems, standpipes, (where same are connected permanently or continuously to the mains) and private hydrants.

2 Inch or Smaller Connection .....	\$ 18.00
3 Inch Connection .....	33.00
4 Inch Connection .....	54.00
6 Inch Connection .....	105.00
8 Inch Connection .....	168.00
10 Inch Connection .....	252.00
12 Inch Connection .....	336.00
14 Inch Connection .....	420.00
16 Inch Connection .....	504.00

### CHARGES FOR TURNING ON SERVICE

**Turn on valve at curb (includes meter installation if needed)**

During Normal Business Hours .....	\$60.00
After Hours .....	100.00

### LATERAL CONNECTIONS

1" Water Lateral Connection . . . . .	Based on Time and Materials
1-1/2" or Larger Water Lateral . . . . .	Based on Time and Materials

### MISSED APPOINTMENT FEES

During Normal Business Hours .....	\$60.00
After Hours .....	100.00

### MISCELLANEOUS

Payments Not Honored by Financial Institution .....	\$45.00
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## Schedule of Rates

**EFFECTIVE OCTOBER 1, 2022**

**WAUSAU WATER WORKS**

407 Grant Street - City Hall

Wausau, WI 54403-4783

Phone: 715 261-6530

Fax: 715 261-6535

E-mail: [waterworks@ci.wausau.wi.us](mailto:waterworks@ci.wausau.wi.us)

Office Hours:

Monday-Friday

8:00 a.m. – 4:30 p.m.

## WATER RATES

### EFFECTIVE JANUARY 1, 2021

**Quarterly Service Charge (based on meter size)**

5/8 Inch Meter.....	\$24.81
3/4 Inch Meter.....	24.81
1 Inch Meter.....	40.62
1-1/4 Inch Meter.....	55.47
1-1/2 Inch Meter.....	69.72
2 Inch Meter.....	106.83
3 Inch Meter.....	174.00
4 Inch Meter.....	264.00
6 Inch Meter.....	474.00
8 Inch Meter.....	720.00
10 Inch Meter.....	1047.00
12 Inch Meter.....	1371.00

**Plus Volume Charge:**

**Residential Customers** - All water used - \$2.91 per 100 cu. ft.

**Non-Residential Customers** – First 6,000 cu. ft. \$2.91 per 100 cu. ft.

Next 54,000 cu. ft. used - \$2.71 per 100 cu. ft.

Over 60,000 cu. ft. used - \$2.25 per 100 cu. ft.

**Irrigation Class** – All water used - \$4.35 per 100 cu. ft.

Bills for water and sewer service are issued quarterly and due the 20<sup>th</sup> of the month. A 1% late payment charge is added to the outstanding balance after the 20<sup>th</sup> of each month and is applicable to all customers. To avoid late payment charges, all bills must be received in the **office of the City Treasurer** by the due date printed on the front of the bill. Customers who pay at remote collection sites (grocery stores) are recommended to make payments prior to due dates to ensure timely receipt by the City Treasurer.

## PUBLIC FIRE PROTECTION FEES

### EFFECTIVE JANUARY 1, 2021

**Quarterly Service Charge (based on meter size)**

5/8 Inch Meter.....	\$13.14
3/4 Inch Meter.....	13.14

1 Inch Meter.....	32.76
1-1/4 Inch Meter.....	48.45
1-1/2 Inch Meter.....	65.49
2 Inch Meter.....	104.79
3 Inch Meter.....	198.00
4 Inch Meter.....	327.00
6 Inch Meter.....	654.00
8 Inch Meter.....	1047.00
10 Inch Meter.....	1,575.00
12 Inch Meter.....	2,100.00

## SEWER RATES

### EFFECTIVE OCTOBER 1, 2022

**Quarterly Service Charge (based on water meter size)**

5/8 Inch Meter.....	\$34.58
3/4 Inch Meter.....	34.58
1 Inch Meter.....	46.68
1-1/4 Inch Meter.....	65.01
1-1/2 Inch Meter.....	75.38
2 Inch Meter.....	126.21
3 Inch Meter.....	227.88
4 Inch Meter.....	372.07
6 Inch Meter.....	734.46
8 Inch Meter.....	1,155.29

**Plus Volume Charge**

All volume, as recorded by the water meter each quarter shall be charged at the rate of \$5.63 per 100 cubic ft.

All customers are billed for sewer based on the amount of water used each quarter. Unmetered sewer rate is \$147.08 per quarter in the City and \$155.15 per quarter outside the City.



Department of Public Works & Utilities



Eric Lindman, P.E.  
Director of Public Works and Utilities

**TO:** Wausau Waterworks Commission

**FROM:** Eric Lindman, P.E.  
Director of Public Works & Utilities

**DATE:** February 7, 2023

**SUBJECT:** Proposed Sewer Rate Increase – 2023 & 2024

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Ehler's, the City's financial consultant, prepared an analysis of the sewer revenue and proposed sewer expenditures to determine if a rate increase should be considered in 2023 and 2024. Their financial analysis summary and recommendations are attached, and it is proposed to implement a 5% sewer rate increase in 2023 and a 10% sewer rate increase in 2024.

A Class I public hearing notice was published on January 23, 2023 and the notice was also shared via social media feeds and posted on the city website. Public comment may be provided in person or via email. Any public comment received along with the minutes from this commission meeting is anticipated to be presented to the City Council on February 28, 2023.

For clarification, Sewer rates are controlled locally and are established through the Wausau Water Works Commission and City Council. Water rates are established and approved by the WI Public Service Commission; water rates are NOT being considered in today's meeting.

In 2019, see attached cost comparison chart, it was estimated the sewer upgrade project would likely require a 79% increase in sewer rates. To date the sewer rate increases since 2019 has been a total of 63%. The sewer project is coming in under the approved budget and therefore rates are looking more favorable moving forward, even with the proposed capital projects.

**Table 9**  
**Sewer Utility Cash Flow Analysis - Projected 2023-2032**

City of Wausau, WI

	Budget		Projected							
	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
<b>Revenues</b>										
Total Revenues from User Rates <sup>1</sup>	\$10,968,216	\$12,065,038	\$12,065,038	\$12,668,290	\$12,668,290	\$12,668,290	\$13,301,704	\$13,301,704	\$13,301,704	\$13,966,789
<b>Percent Increase to User Rates</b>	<b>5.00%</b>	<b>10.00%</b>	<b>0.00%</b>	<b>5.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>5.00%</b>	<b>0.00%</b>	<b>0.00%</b>	<b>5.00%</b>
<b>Cumulative Percent Rate Increase</b>	<b>5.00%</b>	<b>15.50%</b>	<b>15.50%</b>	<b>21.28%</b>	<b>21.28%</b>	<b>21.28%</b>	<b>27.34%</b>	<b>27.34%</b>	<b>27.34%</b>	<b>33.71%</b>
<b>Dollar Amount Increase to Revenues</b>		<b>\$1,096,822</b>	<b>\$0</b>	<b>\$603,252</b>	<b>\$0</b>	<b>\$0</b>	<b>\$633,414</b>	<b>\$0</b>	<b>\$0</b>	<b>\$665,085</b>
Other Revenues										
Interest Income	\$80,000	\$80,200	\$80,401	\$80,602	\$80,803	\$81,005	\$81,208	\$81,411	\$81,614	\$81,818
Other Income	\$4,000	\$4,040	\$4,080	\$4,121	\$4,162	\$4,204	\$4,246	\$4,289	\$4,331	\$4,375
Total Other Revenues	\$84,000	\$84,240	\$84,481	\$84,723	\$84,965	\$85,209	\$85,454	\$85,699	\$85,945	\$86,193
<b>Total Revenues</b>	<b>\$11,052,216</b>	<b>\$12,149,278</b>	<b>\$12,149,519</b>	<b>\$12,753,012</b>	<b>\$12,753,255</b>	<b>\$12,753,499</b>	<b>\$13,387,158</b>	<b>\$13,387,403</b>	<b>\$13,387,650</b>	<b>\$14,052,982</b>
<b>Less: Expenses</b>										
Operating and Maintenance <sup>2</sup>	\$4,565,385	\$4,702,347	\$4,843,417	\$4,988,719	\$5,138,381	\$5,292,532	\$5,451,308	\$5,614,848	\$5,783,293	\$5,956,792
PILOT Payment	\$571,827	\$588,982	\$606,651	\$624,851	\$643,597	\$662,904	\$682,792	\$703,275	\$724,374	\$746,105
<b>Net Before Debt Service and Capital Expenditures</b>	<b>\$5,915,004</b>	<b>\$6,857,949</b>	<b>\$6,699,450</b>	<b>\$7,139,442</b>	<b>\$6,971,278</b>	<b>\$6,798,062</b>	<b>\$7,253,058</b>	<b>\$7,069,280</b>	<b>\$6,879,983</b>	<b>\$7,350,086</b>
Debt Service										
Existing Debt P&I	\$4,935,680	\$4,930,283	\$4,923,679	\$4,857,067	\$4,331,047	\$4,331,745	\$4,329,009	\$4,322,640	\$4,322,482	\$4,331,540
New (2023-2032) Debt Service P&I	\$0	\$241,400	\$267,400	\$381,392	\$601,500	\$563,750	\$526,900	\$490,950	\$455,900	\$421,750
<b>Total Debt Service</b>	<b>\$4,935,680</b>	<b>\$5,171,683</b>	<b>\$5,191,079</b>	<b>\$5,238,458</b>	<b>\$4,932,547</b>	<b>\$4,895,495</b>	<b>\$4,855,909</b>	<b>\$4,813,590</b>	<b>\$4,778,382</b>	<b>\$4,753,290</b>
Transfers/Contib Cap/Non Op Rev	\$275,160	\$210,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
Less: Capital Improvements	\$4,023,350	\$3,060,000	\$2,344,375	\$1,120,000	\$1,400,000	\$0	\$0	\$0	\$0	\$0
Bonds Issued/Grants/Aid	\$4,645,000	\$1,500,000	\$1,210,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Net Annual Cash Flow</b>	<b>\$1,876,134</b>	<b>\$336,266</b>	<b>\$443,997</b>	<b>\$850,984</b>	<b>\$708,730</b>	<b>\$1,972,567</b>	<b>\$2,467,149</b>	<b>\$2,325,690</b>	<b>\$2,171,601</b>	<b>\$2,666,795</b>
<b>Restricted and Unrestricted Cash Balance:</b>										
Balance at first of year	\$7,215,805	\$9,091,939	\$9,428,205	\$9,872,201	\$10,723,185	\$11,431,915	\$13,404,483	\$15,871,631	\$18,197,321	\$20,368,922
Net Annual Cash Flow Addition/(subtraction)	\$1,876,134	\$336,266	\$443,997	\$850,984	\$708,730	\$1,972,567	\$2,467,149	\$2,325,690	\$2,171,601	\$2,666,795
Balance at end of year	\$9,091,939	\$9,428,205	\$9,872,201	\$10,723,185	\$11,431,915	\$13,404,483	\$15,871,631	\$18,197,321	\$20,368,922	\$23,035,717
"All-in"Debt Coverage	1.25	1.37	1.30	1.38	1.43	1.40	1.51	1.48	1.45	1.56

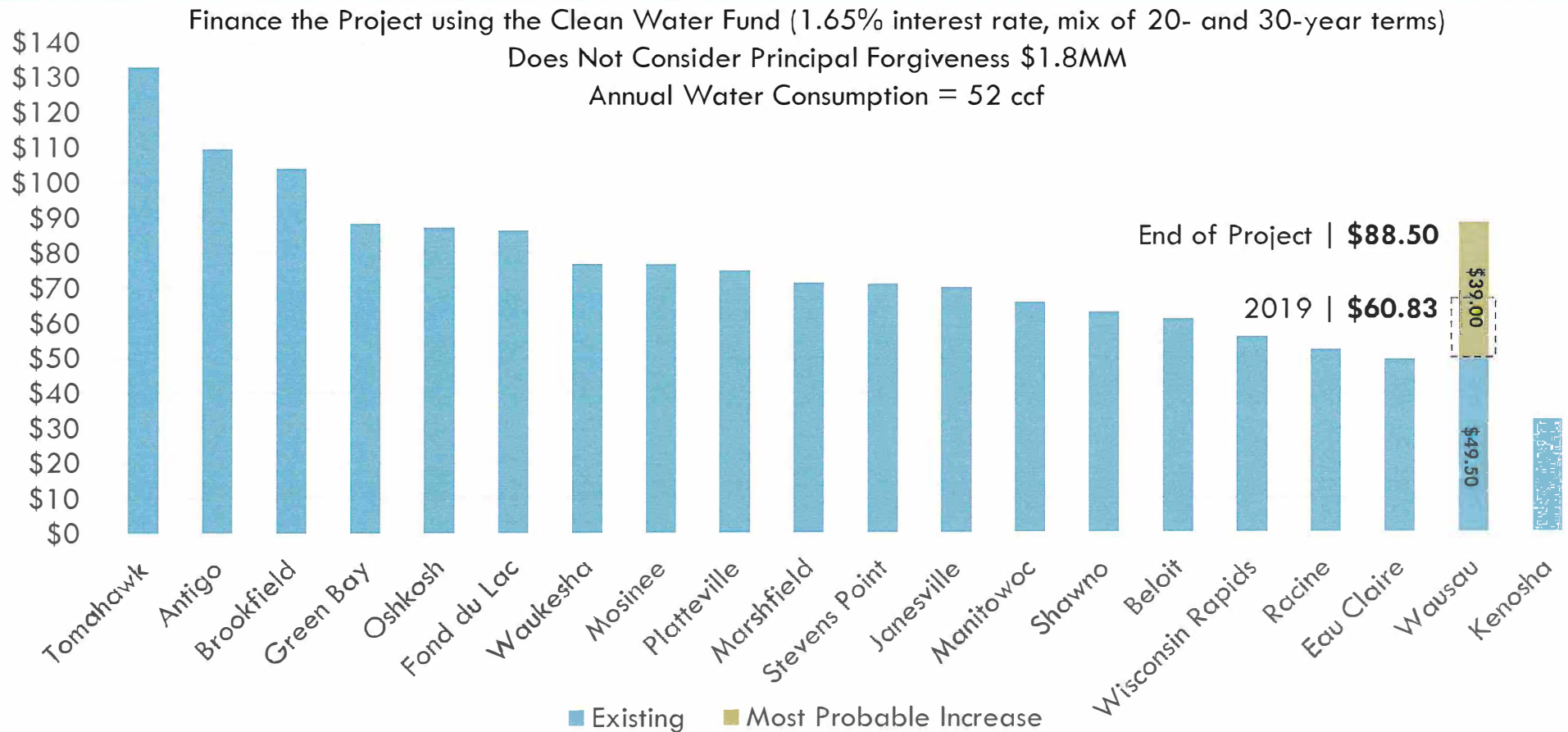
**Notes:**

- 1) Assumes no changes in customer count or usage beyond Test Year.
- 2) Assumes 3.00% annual inflation beyond budget year.

**Legend:**

- Increase depicted to maintain with assumed O&M inflation
- Increase needed above inflationary adjustment

# The Most Probable Residential **Quarterly** Cost to Finance the \$80MM Project



**SANITARY SEWER RATE – PROPOSED INCREASE**

**NOTICE OF PUBLIC HEARING  
AFFECTING SANITARY SEWER RATES IN CITY OF WAUSAU**

Notice is hereby given that the Wausau Water Works Commission will be considering a recommendation to the City Council for a proposed sanitary sewer rate increase for 2023 and 2024.

Notice is hereby given that the **Wausau Water Works Commission** will hear said proposed rate increase at a **public hearing** to be held in the Common Council Chambers of Wausau City Hall, 407 Grant Street, at its meeting beginning at **1:30 p.m. on Tuesday, February 7, 2023**.

Notice is also given that the **Common Council** is expected to consider the proposed sanitary sewer rate increase at its second meeting in February, which is currently scheduled to begin at **6:30 p.m. on Tuesday, February 28, 2023**, at which time final action on the proposed rate increase may be taken.

Public comment may be given in person at the Public Hearing or via email, prior to the Hearing, at the following address [waterworks@ci.wausau.wi.us](mailto:waterworks@ci.wausau.wi.us). Please include “Sewer Rate Case” in the subject heading.

Eric Lindman, Director of Public Works & Utilities

**CITY OF WAUSAU, 407 Grant Street, Wausau, WI 54403**

<b>RESOLUTION OF THE WAUSAU WATERWORKS COMMISSION</b>	
Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement.	
Committee Action:	
Fiscal Impact:	
<b>File Number:</b>	<b>Date Introduced:</b>

FISCAL IMPACT SUMMARY			
<b>COSTS</b>	<i>Budget Neutral</i>	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
	<i>Included in Budget:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Budget Source:</i>
	<i>One-time Costs:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Amount:</i>
	<i>Recurring Costs:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Amount:</i>
<b>SOURCE</b>	<i>Fee Financed:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Amount:</i>
	<i>Grant Financed:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Amount:</i>
	<i>Debt Financed:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Amount</i> <span style="float: right;"><i>Annual Retirement</i></span>
	<i>TID Financed:</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>	<i>Amount:</i>
	<i>TID Source: Increment Revenue</i> <input type="checkbox"/> <i>Debt</i> <input type="checkbox"/> <i>Funds on Hand</i> <input type="checkbox"/> <i>Interfund Loan</i> <input type="checkbox"/>		

**RESOLUTION**

**WHEREAS**, the City of Wausau (the “Municipality”) wishes to undertake a project to replace private lead service lines at residences, pre k -12 schools and licensed and/or certified daycare centers, identified as DNR No. 4930-99 (the “Project”); and

**WHEREAS**, the Municipality has applied to the Safe Drinking Water Loan Program (the “SDWLP”) for financial assistance in the form of a loan made by the SDWLP to the Municipality of which all the principal will be forgiven at the time that loan disbursements are made to the Municipality, pursuant to the DNR Financial Assistance Agreement; and

**WHEREAS**, the SDWLP has determined that it can provide a loan with principal forgiveness in an amount up to \$270,000 that it has identified as being eligible for SDWLP funding;

**WHEREAS**, the Wausau Water Works Commission, at its February 7, 2023 meeting, discussed the additional availability of DNR funding for this purpose.

**NOW THEREFORE, BE IT RESOLVED**, the City Mayor and City Clerk are authorized by and on behalf of the Municipality to execute the Principal Forgiven Financial Assistance Agreement that contains the terms and conditions of the SDWLP award for the Project. The Principal Forgiven Financial Assistance Agreement is incorporated herein by this reference.

Approved: \_\_\_\_\_  
Katie Rosenberg, Mayor

Attest: \_\_\_\_\_  
Kaitlyn A Bernarde, Clerk



**TO:** Wausau Waterworks Commission

**FROM:** Eric Lindman, P.E.  
Director of Public Works & Utilities

**DATE:** February 7, 2023

**SUBJECT:** LSL Replacement Plan and Decision Points – 2024 Implementation

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A draft Lead Service Line Replacement Plan (LSLRP) was presented to the Commission in November. Staff and the engineer consultant continue to work on the inventory and update our database in GIS. There were decision points that will require the Commission to act upon or provide direction before the LSLRP is able to move forward for implementation. Some of the decision points that will be more immediate are as follows:

- Mandatory replacement ordinance. Is this a direction the Commission would like staff to pursue?
- PSC approval to use revenue rates to pay for LSL replacement on private side. PSC allows the use of user rates, with prior approval, to fund up to 50% of the private side replacement.
- Subsidizing private side LSL replacement and/or loan. What level of subsidizing would the Commission consider? See attached for examples in other communities.
- 15-year timeline to complete all replacements

At the last Commission meeting staff was given direction to look at performing a Pilot LSLR in 2023 with no funding. Staff has discussed this and it would be best if we focused on preparing a full LSLRP for 2024. Time for 2023 implementation is extremely short and without time to get all aspects of the project in place and communicate with owners would result in poor execution. Beginning and planning for 2024 would allow adequate time for preparing a well thought out implementation and would address the following:

- Decisions and direction on the points noted above by the commission.
- Field verification of LSL's in priority areas
- Determining available funding, loans and grants
- Determine rate payer impacts depending on level of funding
- Staffing level adjustments may be made as needed
- Establish bid package and contract for 2024 construction
- Establish a contract with an engineering firm to assist with preparation and execution of the project
- Increase staffing to support replacement of LSL's for a 15 year program. Funding will be supported by increased permit revenues for W&S laterals.

Staff would like some discussion and direction as to what information the Commission would like to see over the next few months to make decisions on the above items for a 2024 implementation of the LSLRP.

line material inventory. Additional guidance and funding are offered by the WI DNR to support water systems in protecting the public from lead. More details about the funding offered by the WI DNR are included in Section 5.

## 1.4 Other Lead Service Line Replacement Programs in Wisconsin

Many other cities across the nation and in Wisconsin have already embarked on LSLR programs. **Table 1-1** shows a summary of some of the major program details for other utilities in Wisconsin.

**Table Error! No text of specified style in document.1-1. LSLR Programs in Wisconsin**

City (Number of LSL)	Private Side Funding/Financing Offered	Program Funding Sources	Notes
<b>Eau Claire</b> (~800 each Public and Private LSL)	Offers \$2,000 rebate	Funding from Wisconsin Department of Natural Resources (WI DNR)	Mandated replacement, must fully replace after partial within 90 days
<b>Elkhart Lake</b>	Offers up to \$6,000 for replacements	Grant, source not available	None
<b>Green Bay</b>	None	\$300,000 from WI DNR in 2018 \$500,000 from WI DNR in 2016, plus \$300,000 from Lambeau Field sales tax	Program completed from 1990's through 2020
<b>Janesville</b>	Offers up to \$5,000 for replacements	Safe Drinking Water Loan Program (SDWLP)	Plans to cover about 100 homes with these funds
<b>Kenosha</b>	50% of cost subsidized, remaining is low interest loan on property tax over 10 years	Given the authority to establish a financial assistance program through Leading-on-Lead Act, funding to come from utility rates	None
<b>Madison</b> (Had 8,000 LSL)	50% of cost (up to \$1,500) subsidized, offered city financing for remainder	Cost \$15.5 million, paid for by revenue generated by renting space on top of water towers to cell phone companies for antennas and from annual capital budget	Mandated replacement, Program completed from 2000 through 2012.
<b>Manitowoc</b>	Low interest loan, up to \$6,000 at 2.5% over 10 years	Safe Drinking Water Loan Program (SDWLP)	Full line owned privately.
<b>Marshfield</b> (225 lines)	Offers up to \$3,000 for replacements	\$500,000 in grant money from the DNR	None



<b>Menomonee Falls (200 private, 20 public lines)</b>	Uses principal forgiveness on Safe Drinking Water Loan Program to cover private side replacement	Safe Drinking Water Loan Program (SDWLP)	None
<b>Milwaukee (74,000 LSL)</b>	Owners of buildings with 1-4 dwelling units pay only \$1,600. Otherwise, special assessment financing over 10 years	Water rate revenue, WI Department of Natural Resources, Public Services Commission, State funding, Wholesale of water to other municipalities, City Budget	Ordinance prohibits partial replacements or repairs
<b>Oconomowoc</b>	Grant of \$2,500 and a low interest loan with a local bank payable in equal installments over a five-year period.	Safe Drinking Water Loan Program (SDWLP)	Completing private side replacements left in the past as partials
<b>Oshkosh</b>	Reimbursement of 50% of the cost of replacement up to a maximum of \$1500	\$500,000 principal forgiveness loan from the Wisconsin Department of Natural Resources through the Safe Drinking Water Loan Program	Revised municipal code to mandate full LSLR
<b>Platteville (366 properties with full or partial)</b>	Reimburse replacement cost up to a maximum of \$1,140	\$310,000 principal forgiveness loan from the Wisconsin Department of Natural Resources through the Safe Drinking Water Loan Program	Homeowner selects contractor
<b>Racine</b>	Offers rebate up to \$3,000, remainder can be low-interest loan	Rebate program is fully funded by the state, so lottery is closed to homes with public and private lead because utility cannot fund the public side for those extra homes.	No partials, working to repair old partials through lottery system
<b>Ripon (80 lines)</b>	Reimburse replacement cost up to a maximum of \$5,000	Safe Drinking Water Loan Program (SDWLP)	Ordinance allows residents to apply for financial assistance
<b>Sheboygan</b>	Grant of 50% of total costs up to \$6,000. Remaining cost can use no-interest loan over 36- or 72-months.	Data not available	Full line owned privately. Ordinance requires replacement of lead and galvanized and prohibits partial replacements or repairs
<b>St. Francis</b>	Offers up to \$5,000 for replacements	Safe Drinking Water Loan Program (SDWLP)	Milwaukee completed most public replacements, funding now targets completing partial private side

## 1.5 Local Legislation

Currently, there is no legislation or local city ordinance requiring LSLR.



**TO:** Wausau Waterworks Commission

**FROM:** Eric Lindman, P.E.  
Director of Public Works & Utilities

**DATE:** February 7, 2023

**SUBJECT:** Request approval by the PSC to use rate revenue for private LSLR

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One potential funding source for private Lead Service Line Replacement (LSLR) is user rates. To use user rate revenue for private LSLR the utility needs formal written approval by the WI Public Service Commission (PSC). In order to receive this permission the utility needs to prepare documentation and request permission.

Attached you will find the filing requirements for PSC approval for financial assistance using user rates. Included with the attachment are a few samples of DRAFT Tariffs to give you an idea of some of the language they would require depending on the option(s) the Commission would like to move forward. The PSC only allows a utility to fund up to 50% of the private side service replacement. Keep in mind this does not commit us to using this funding source it just allows us the opportunity to use this as one of the tools for funding.

As you can see as we move forward with the replacement of LSL's on an annual basis we will need decisions made related to how the Commission would like to proceed with the financial aspect of the project. Each funding source, estimate and communication to the owners depends on these decisions to be in place before fully implementing the replacement plan.

If the commission is not ready to make these decisions, then a discussion with some direction as to how the Commission would like to proceed. I would remind the Commission that the Lead and Copper Rule Revisions will be enforceable in October 2024 which is coming up quickly to have and begin implementing a full LSLRP prior to that date. What makes this even more challenging is the state funding opportunities which are cumbersome to navigate and get in place so we need to make sure we are moving forward for a 2024 implementation.

## **Application Filing Requirements for PSC Approval of Financial Assistance Programs for Replacement of Customer-Side Service Lines Containing Lead (LSLs)**

Section 196.372 of the Wisconsin Statutes authorizes water public utilities to provide financial assistance to the owner of property to which water utility service is provided for the purpose of assisting the owner in replacing customer-side lead-containing service lines (LSL) (Wis. Stat. § 196.372(2).)

The statute requires that the Commission review an application from a water public utility to determine if the proposed financing program administered by the water public utility is “unjust, unreasonable, or unfairly discriminatory.” Wis. Stat. § 196.372(3). Because the statute relates only to financial assistance provided by the water public utility, it is important that the program described in the utility’s application be limited to financial assistance the water public utility alone will provide. Application materials should not include information about financial assistance provided by any related municipality. For example, do not include information about municipal charges or assessments. Accordingly, please provide information answering the following application questions with respect to financial assistance provided by the water public utility only.

1. Utility contact information: name, title, address, phone, and email.
2. A description of the proposed financial assistance to be provided by the water public utility only. Wis. Stat. §196.372(3)(a).
3. A description of the water public utility’s method for funding the financial assistance. Wis. Stat. §196.372(3)(a). Please include only the water public utility’s funding method.
4. A description of the water public utility customers that would be eligible for financial assistance. In answering this question, the water public utility applicant should review and be mindful of the requirements in Wis. Stat. §196.372(3)(e) (3)(a)-(b) that each owner in a class of customers must be treated the same, as well as the general requirement that the program cannot be unjust or unfairly discriminatory. Wis. Stat. §196.372(3)(e)(1).
5. A certification that any grants provided by the water public utility as financial assistance to an owner will be limited to no more than one-half of the total cost to the owner of replacing the LSL. Wis. Stat. §196.372(3)(e)(2)(a).
6. A certification that any loan provided by the water public utility as financial assistance will not be forgiven. Wis. Stat. §196.372(3)(e)(2)(b).
7. If the water public utility intends to provide financial assistance as a percentage of the cost to replace a LSL, a certification that the percentage is the same for each owner in a class of customers. Wis. Stat. §196.372 (3)(e) (3)(a). If a utility does not

intend to provide financial assistance as a percentage of the cost of replacing the customer-side LSL, it need not answer this question.

8. If the water public utility intends to provide financial assistance as a specified dollar amount, a certification that the dollar amount is the same for each owner in a class of customers. Wis. Stat. §196.372 (3)(e) (3)(b). If a utility does not intend to provide financial assistance as a specific dollar amount, it need not answer this question.
9. Any updates to data provided on Page W-22 and W-29 of the water public utility's most recent PSC Annual Report.
10. A description of the process the water public utility intends to use to notify customers of the need to replace a LSL.
11. Does the utility intend to use disconnection procedures as part of its financial assistance program? If yes, provide a description of the proposed disconnection process.
12. An estimate of financial assistance program costs, by year, itemized by major accounts and subaccounts as identified in the Commission's [Uniform System of Accounts \(USOA\)](#). Costs should include all administrative, overhead, legal, and inspection costs.
  - a. Grant program costs should be estimated in a subaccount in Account 664 (Customer Installation Expense).
  - b. Loan program costs should be estimated in a subaccount in Account 124 (Other Investments).
  - c. Administrative costs should be estimated in a subaccount different from that used in a) in Account 664 (Customer Installation).
13. Assumptions used to develop estimates of program costs (average cost per customer-owned LSL, average length of LSL, etc.).
14. Identification and estimated amount of the program's funding sources. Please include only the water public utility's funding sources.
15. Describe how the utility will pay for program costs incurred before the utility files a conventional rate case requesting rate recovery of program costs. Does the utility intend to request deferral of costs incurred during this time period?
16. A certification that, for each customer receiving financial assistance, the utility will establish that either the water public utility-owned main or service line connected to the customer-owned service line does not contain lead or that it will be replaced at the time the customer-owned LSL is replaced. Wis. Stat. §196.372(2)(b).

17. A draft proposed tariff that specifies the rights and obligations of the utility and the customer that may receive financial assistance for the purpose of assisting the owner in replacing customer-side LSLs. Note: a sample tariff is available for the water public utility's use in its application.
  
18. Please be advised that, per Wis. Stat. §196.372(2)(a), the city, town, or village in which the water public utility provides utility service must enact an ordinance that permits the water public utility to provide financial assistance to the owner of a property to which water service is provided for the purpose of assisting the owner in replacing customer-side LSLs. The ordinance must require each owner of a premise located in the city, town, or village that is serviced by a customer-side water service line containing lead to replace that customer-side service line. Provide certification that such a municipal ordinance will be in place prior to commencing the utility's financial assistance program.

Docket 5-AFR-1600

Sample Tariff  
LSL-1 and LSL-2

SAMPLE

Docket 5-AFR-1600 LSL Replacement AFR

**Draft Tariff**

**New or Amended**

Sample LSL-1

Sample LSL-2

SAMPLE

**Public Service Commission of Wisconsin**

**Utility Name**

**Financial Assistance for Replacement of Customer-Side Service Lines Containing Lead (LSLs)**

The Utility has established a financial assistance program to assist property owners with the costs associated with the removal and replacement of customer-side service lines containing lead (LSLs) connected to the Utility's water distribution system. For purposes of the financial assistance program, the customer-side service line is from the curb stop to the property's water meter.

A. Utility Inspection and Inventory

In order to implement the financial assistance program, the Utility may request that the property owner permit an authorized Utility employee or representative reasonable access to the property in order to inspect and determine or confirm the customer-side service line's construction material.

B. LSL Replacement in Conjunction with Utility-Side Replacement

In the event the Utility has planned replacement of the Utility-side line or water main containing lead, the LSL connected to the Utility's distribution system must be replaced at the same time.

At least **X(X) (30, 45 or 60)** days prior to the scheduled date of the Utility-side replacement, the Utility shall notify the property owner in writing of the scheduled date of the replacement. The property owner must schedule replacement of the LSL within **X(X) (30, 45 or 60)** days of receiving the **X(X) (30, 45 or 60)** day notice from the Utility. The LSL replacement must coincide with the Utility's replacement of the Utility's line or water main containing lead.

C. LSL Replacement Without Utility-Side Replacement

If the Utility identifies that a customer-side service line contains lead, the Utility shall notify the property owner that the customer-side service line contains lead and must be replaced. Unless the Utility grants an extension, the property owner must replace the LSL within **X(X) (12, 24, 36)** months of notification.



**Public Service Commission of Wisconsin**

**Utility Name**

**Financial Assistance for Replacement of Customer-Side Service Lines Containing Lead (LSLs)**

D. LSL Replacement – Financial Assistance Program

The Utility shall make financial assistance available to all property owners who have an LSL. The Utility will make financial assistance available to such property owners in the form of a **grant and/or loan** that will cover costs associated with replacement of a LSL.

In order to receive financial assistance, a property owner must submit **Utility Program Specific Requirements**.

E. Loan Agreement and Process

The Utility will provide financial assistance only after **Utility Program Specific Requirements**. Financial assistance is contingent upon the LSL being replaced.

Upon completion of the LSL replacement, **Utility Program Specific Requirements**

**Public Service Commission of Wisconsin**

**Utility Name**

**Financial Assistance for Replacement of Customer-Side Service Lines Containing Lead (LSLs)**

F. Loan Agreement Term and Repayment

The term of the loan will include a **X** month repayment period with an interest charge of **X** percent. The loan will be repaid in equal installments invoiced to the property owner **monthly, quarterly, annually.**

The Utility shall not forgive the amount loaned to a property owner.

**Public Service Commission of Wisconsin**

**Utility Name**

**Financial Assistance for Replacement of Customer-Side Service Lines Containing Lead (LSLs) and Disconnection**

The Utility may disconnect water service in accordance with Schedule X-1 and Wis. Admin. Code § PSC 185.37 when one of the following occurs:

A. Failure to Provide Access to Inventory Customer-Side Service Line

If the property owner does not provide the requested reasonable access for inspections to determine or confirm the customer-side service line's construction material as described in Schedule LSL-1, the Utility may proceed to disconnect water service following the notification and disconnection procedures set forth in the Utility's tariffs and Wis. Admin. Code § PSC 185.37. Reconnection charges shall apply.

B. Failure to Replace LSL When Required as Part of a Utility Replacement

If the property owner does not replace the LSL, or any necessary and reasonable agreement with the customer is not in place as described in Schedule LSL-1, the Utility may refuse to reconnect the property owner's water service or may proceed to disconnect water service following the notification and disconnection procedures set forth in Schedule X-1 and Wis. Admin. Code § PSC 185.37. Reconnection charges shall apply.

C. Failure to Replace LSL When Not Required as Part of a Utility Replacement

If the property owner does not replace the LSL by the date specified by the Utility pursuant to Schedule LSL-1, the Utility may proceed to disconnect water service following the notification and disconnection procedures set forth in Schedule X-1 and Wis. Admin. Code § PSC 185.37. Reconnection charges shall apply.

# Lead Service Line Replacement Accelerators Community Initiative



The science is clear—there is no safe level of lead exposure. Yet, lead in drinking water pipes and faucets threatens the health of American families and children across the country. An estimated 6 to 10 million lead service lines (LSLs) serve water to properties in communities across the United States. The [Lead Pipe and Paint Action Plan](#) outlines President Biden’s vision of lead free water systems, and dedicated funding from the Bipartisan Infrastructure Law (BIL) will greatly advance the goal of replacing 100% of lead service lines.

The BIL presents a historic opportunity to address lead challenges in communities across America. The BIL provides \$15 billion through EPA’s Drinking Water State Revolving Fund (DWSRF) in the form of grants and loans to water systems for Lead Service Line Replacement (LSLR). Forty-nine percent of this funding must be provided to disadvantaged communities (as defined by the state) as grants or principal forgiveness loans—which can provide a pathway for underserved communities that might not otherwise have access to funding for water infrastructure upgrades.

Communities may have limited technical, operational, and financial resources for LSL identification and replacement. Barriers associated with LSLR—understanding lead in drinking water, reluctance or legal constraints to working on private property, challenges accessing contractors to conduct service line identification and construction—slow down the process. Technical assistance (TA) helps communities address these barriers by providing the necessary tools for a successful LSLR program.

## A Partnership Approach

EPA is collaborating with state partners in a new technical assistance initiative called **Lead Service Line Replacement Accelerators**. EPA and four state partners - Connecticut, New Jersey, Pennsylvania, and Wisconsin will work with communities to address existing barriers and accelerate progress towards LSL identification and replacement.

EPA is committed to meaningful opportunities for community and state support through peer exchange and learning. This initiative will include national convenings and the development of tools and case studies to facilitate knowledge transfer and sharing of best practices between EPA, state and tribal programs, water system managers, and community leaders.

Each of the four LSLR Accelerators will work with multiple communities in their state to accelerate lead service line projects by supporting the development of:

1. **Community Engagement Plans** that invite community input, provide educational resources, and meaningfully engage affected community members while identifying and replacing LSLs;
2. **LSL Inventories** that are necessary to identify funding and public notification needs and meet requirements in the 2021 Lead and Copper Rule Revisions (LCRR) for a complete inventory by October 2024.
3. **Lead Service Line Replacement Plans** that provide communities with a roadmap for identification, prioritization, and replacement of all LSLs, including public and private portions; and/or
4. **SRF Funding Applications** that help communities receive DWSRF funding for LSL replacement projects.

## For More Information

For more information about EPA’s ongoing technical assistance programs, please visit [www.epa.gov/water-infrastructure/water-technical-assistance](http://www.epa.gov/water-infrastructure/water-technical-assistance).

### Drinking Water 5-year Capital Plan and Expected Cost Increases

Project Description	2023	2024	2025	2026	2027
Granular Activated Carbon (GAC) - PFAS Removal		\$17,000,000			
Emerson Street, EauClaire to Kent		\$20,000			
Mount View Blvd., EauClaire to Kent		\$20,000			
Pied Piper Lane, EC to Kent		\$40,000			
Eau Claire BLVD		\$510,000			
Stark St (5th St- 12th St)			\$1,200,000		
W. Randolph (Burek to Merrill)				\$350,000	
S. 11th Ave (W. Thomas to Flieth)				\$180,000	
Stewart Ave (12" WM Looping)		\$315,000			
14" Steel WM Replacement (17th Ave)		\$450,000			
LSL Replacements - Unscheduled (Public Side)	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Asset Management	\$50,000	\$100,000			
Generator (West Wausau)		\$240,000			
Monroe Booster Station Reconstruction		\$60,000	\$500,000		
Future Well				\$650,000	
Meter/Radio Box Replacement	\$420,000	\$420,000	\$420,000	\$420,000	\$420,000
Reservoir Coatings		\$180,000	\$310,000	\$150,000	
Equipment Replacement	\$500,000	\$160,000	\$325,000		\$200,000
SCADA Upgrades - Booster Stations					\$360,000
<b>Total Included in 2023 Rate Case =</b>	<b>\$1,270,000</b>	<b>\$19,815,000</b>	<b>\$3,055,000</b>	<b>\$2,050,000</b>	<b>\$1,280,000</b>
<b>Drinking Water Expected Cost Increases (NOT Included in Proposed Rate Increase)</b>					
Staffing Increases		\$90,000	\$200,000	\$90,000	\$90,000
Staff Training & Coordination (Annual Contract)	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Utility Locates (Annual Contract)	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Water Main Looping	\$280,000		\$400,000		\$400,000
CCT Study - LSL Loops, testing, Engineering	\$250,000	\$100,000			
Anion Exchange Media	\$800,000	\$800,000			
LSL Replacement - 15 year Plan(Private Side)	\$350,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000
<b>Total NOT Included in 2023 Rate case =</b>	<b>\$1,728,000</b>	<b>\$6,038,000</b>	<b>\$5,648,000</b>	<b>\$5,138,000</b>	<b>\$5,538,000</b>

### Wastewater 5-year Capital Plan and Expected Cost Increases

Project Description	2023	2024	2025	2026	2027
Emerson Street, EauClaire to Kent		\$30,000			
Mount View Blvd., EauClaire to Kent		\$25,000			
Pied Piper Lane, EC to Kent		\$30,000			
Eau Claire BLVD		\$280,000			
Stark St (5th St- 12th St)			\$800,000		
W. Randolph (Burek to Merrill)				\$275,000	
S. 11th Ave (W. Thomas to Flieth)				\$220,000	
Lift Station Engineering-Construction oversight				\$250,000	
Airport Lift Station upgrade			\$700,000		
Greenwood Hills & Northwestern LS upgrades	\$1,100,000				
Cherry & Crocker St. lift station upgrades		\$1,100,000			
24th & 44th Ave LS Upgrades					\$1,100,000
Industrial Park LS Parallel Force Main					\$300,000
32nd Ave lift station upgrade				\$600,000	
Slipline Sewers (Cured in Place); I&I Repairs	\$500,000		\$500,000		\$500,000
Forcemain Pigging and Cleaning		\$120,000		\$120,000	\$250,000
Interceptor Line H2S Rprs		\$500,000		\$500,000	
Washington St Siphon	\$400,000				
Asset Management	\$50,000	\$100,000			
Meter/Radio Box Replacement	\$420,000	\$420,000	\$420,000	\$420,000	\$420,000
Lift Station Upgrades	\$400,000	\$1,000,000	\$800,000		
Equipment Replacement	\$525,000		\$140,000	\$120,000	\$160,000
Cellular Amplification - WWTF Tunnel	\$300,000				
Unanticipated Sewer Projects	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000
<b>Total Included in 2023 Rate Case =</b>	<b>\$3,845,000</b>	<b>\$3,755,000</b>	<b>\$3,510,000</b>	<b>\$2,655,000</b>	<b>\$2,880,000</b>
<b>Wastewater Expected Cost Increases (NOT Included in Proposed Rate Increase)</b>					
Lift Station - construction Oversight	\$120,000.00	\$120,000.00	\$60,000.00	\$60,000.00	\$120,000.00
Washington St Siphon	\$400,000.00				
Sewer Sliplining	\$525,000.00	\$525,000.00	\$525,000.00	\$525,000.00	\$525,000.00
Interceptor H2S Repairs	\$400,000.00		\$500,000.00		
Staffing Increases		\$160,000	\$160,000	\$90,000	\$90,000
Staff Training & Coordination (Annual Contract)	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000
Utility Locates (Annual Contract)	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
<b>Total NOT Included in 2023 Rate Case =</b>	<b>\$1,493,000</b>	<b>\$853,000</b>	<b>\$1,293,000</b>	<b>\$723,000</b>	<b>\$783,000</b>



**TO:** Wausau Waterworks Commission

**FROM:** Eric Lindman, P.E.  
Director of Public Works & Utilities

**DATE:** February 7, 2023

**SUBJECT:** Organizational Structure Proposed

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Based on the staffing assessment completed by Baker Tilly Attached is a DRAFT of a proposed Organizational structure for the water and sewer utility. The proposed structure includes existing and proposed new positions as recommended by Baker Tilly.

**Current Number of Employees**

Water Utility – 19 Positions  
Sewer Utility – 14 Positions

**Proposed Number of Employees**

Water Utility – 22 Positions (Also need 2-plumbing inspectors for LSL replacement program)  
Sewer Utility – 19 Positions

This will be considered an organizational change for the utility and will therefore and should be implemented over a period of time to mitigate significant disruption and drastic budget implications.

On the Organization Chart you will notice the new positions to be added are color coded and the new positions will include positions for added responsibility. Also included will be some of the front-line positions having a I, II, II classification, meaning that we would be able to hire with minimum qualifications and employees would be required to earn experience and qualifications with the opportunity to advance in the pay grades; currently this is not available and there is no incentive for employees to pursue additional certifications/qualifications/licenses.

These positions are expected to be added over time, anticipation of 4-5 years. This would allow the utility to make these proposed significant changes and adapt as needed based on needs of the utility. These would also have potential rate impacts that would be dampened through adding personnel over a period of time. Bringing on staff has far more reaching implications than just cost of the individual employee, it may require increasing equipment capacity and have impacts to how work is scheduled and work is completed. This is another reason to allow time to make these changes and implement policies/procedures as needed.

Increasing staff is proposed to begin in 2024 and will be incorporated into the budget during the annual budget process. Staff will begin working with HR to establish job descriptions and job classification reviews and will bring those back to the commission for action.



