



11333 N. Cedarburg Road
Mequon, WI 53092
Phone: 262-236-2934
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www.ci.mequon.wi.us

Public Works/Engineering
Taped and Televised

SEWER UTILITY DISTRICT COMMISSION
Tuesday, January 14, 2020
7:15 PM or IMMEDIATELY FOLLOWING
MEQUON MUNICIPAL WATER UTILITY COMMISSION
Christine Nuernberg Hall

Agenda

- 1) Call to Order, Roll Call
- 2) Approval of Meeting Minutes
Action requested: review and approve
 - a. December 10, 2019 Minutes
- 3) Resolutions
Action requested: review and recommend approval
 - a. **RESOLUTION 3686** A Resolution Allowing SPI Lighting, 10400 North Enterprise Drive, to Discharge an Additional 1,500 Gallons of Industrial Wastewater Per Day into the City of Mequon's Sanitary Sewer System
 - b. **RESOLUTION 3687** A Resolution Adopting a Program Policy to Reduce Inflow and Infiltration from Private Property Sources
- 4) Adjourn

Dated: January 14, 2020

/s/ John Wirth, Mayor

Notice is hereby given that a quorum of other governmental bodies may be present at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take formal action thereto at this meeting.

Persons with disabilities requiring accommodations for attendance at this meeting should contact the City Clerk's Office at 262-236-2914, twenty-four (24) hours in advance of the meeting.

Any questions regarding this agenda may be directed to the City Administrator's Office at 262-236-2941, Monday through Friday, 8:00 AM – 4:30 PM



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SEWER UTILITY DISTRICT COMMISSION

Tuesday, December 10, 2019

7:00 PM

Christine Nuernberg Hall

Minutes

1) Call to Order, Roll Call

Commissioner Wirth called the meeting to order at 7:03 PM.

Present:

- Commissioner John Wirth
- Commissioner Robert Strzelczyk
- Commissioner Glenn Bushee
- Commissioner Dale Mayr
- Commissioner Jeffrey Hansher
- Commissioner Mark Gierl
- Commissioner Brian Parrish
- Commissioner Kathleen Schneider
- Commissioner Andrew Nerbun

2) Approval of Meeting Minutes

a. November 12, 2019 Minutes

RESULT: **Approved [Unanimous]**

MOVED BY: Commissioner Strzelczyk

SECONDED BY: Commissioner Schneider

AYES: Wirth, Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

a. Motion to go into Closed Session.

RESULT: **Approved by Voice Acclamation [Unanimous]**

MOVED BY: Commissioner Nerbun

SECONDED BY: Commissioner Mayr

Attachment: 12-10-19 Mins_Sewer Utility District Commission (4774 : December 10, 2019 Minutes)

AYES: Wirth, Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

3) Resolutions

Action requested: review and recommend approval

b. **RESOLUTION 3672** RESOLUTION 3672: A Resolution Denying Claims Related to Alleged Damage to 10340 N. Westport Circle, 10346 N. Westport Circle, and 10348 N. Westport Circle from the East Trunk Sewer Project. The Sewer Utility District Commission may convene into closed session pursuant to Wis. Stat. § 19.85(1)(g) for the purpose of conferring with legal counsel who is rendering oral or written advice concerning strategy to be adopted with respect to litigation in which it is involved and then may reconvene into open session to take such action as deemed appropriate.

RESULT: Tabled [Unanimous]
MOVED BY: Commissioner Schneider
SECONDED BY: Commissioner Parrish

AYES: Wirth, Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

c. **RESOLUTION 3673** A Resolution Approving the Following Contracts in Connection with the Sanitary Sewer Utility District's 2019 Capital Improvement Program: A) Phase 2 Rehabilitation of the Mequon-Thiensville Sanitary Sewer Interceptor to Michels Corporation of Brownsville, Wisconsin in the Amount of \$776,912; B) Project Inspection Services for Phase 2 Rehabilitation of the Mequon-Thiensville Sanitary Sewer Interceptor to R.A. Smith, Inc. of Brookfield, Wisconsin in the Amount of \$51,220; C) Replacement of Pumps at Lift Stations J & S to L.W. Allen, Inc. of Madison, Wisconsin in the Amount of \$51,600; and D) Replacement of Pumps at Lift Stations P & Q to Crane Engineering of Kimberly, Wisconsin in the Amount of \$45,360

RESULT: Approved [Unanimous]
MOVED BY: Commissioner Mayr
SECONDED BY: Commissioner Nerbun

AYES: Wirth, Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun

Attachment: 12-10-19 Mins_Sewer Utility District Commission (4774 : December 10, 2019 Minutes)

4) Motion to Adjourn at 7:26 PM.

RESULT: **Approved by Voice Acclamation [Unanimous]**
MOVED BY: Commissioner Schneider
SECONDED BY: Commissioner Mayr

AYES:	Wirth, Strzelczyk, Bushee, Mayr, Hansher, Gierl, Parrish, Schneider, Nerbun
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Respectfully Submitted,

Casey Deuster

Attachment: 12-10-19 Mins_Sewer Utility District Commission (4774 : December 10, 2019 Minutes)



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Office of Sewer Utility District Commission

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: January 3, 2020
SUBJECT: RESOLUTION 3686 A Resolution Allowing SPI Lighting, 10400 North Enterprise Drive, to Discharge an Additional 1,500 Gallons of Industrial Wastewater Per Day into the City of Mequon's Sanitary Sewer System

Background

On November 26, 2019, staff received a letter from SPI Lighting, 10400 North Enterprise Drive (attached), requesting that the company be allowed to discharge an additional 1,500 gallons of reverse osmosis concentrate per day into the City's sanitary sewer system. This process water was previously discharged to surface waters as authorized by the Wisconsin Department of Natural Resources under the conditions of the Wisconsin Pollution Discharge Elimination System General Permit No. WI-0046540-5.

In response to the request, staff brings this request to the City's Sewer Utility District Commission for approval based on the following applicable ordinances:

1. City of Mequon Ordinance Section 86-98 defines Industrial Waste as any liquid other than domestic wastewater from any industrial facility, as follows:

“Industrial waste means any water-borne solids, liquids or gaseous wastes other than domestic wastewater discharging from, flowing from or escaping from any commercial, industrial, manufacturing or food processing operation or process or from the development of any natural resources, or any mixture of these with water or domestic wastewater.”

2. Additionally, City of Mequon Ordinance Section 86-98 defines Sanitary Sewers as a means that convey industrial waste. It reads:

“Sanitary sewers means a sewer that conveys domestic wastewater for industrial waste or a combination of both and into which storm, surface and ground waters or unpolluted industrial wastewater are not intentionally passed.”

3. Furthermore, Division 3 - Discharges of City of Mequon Ordinance Section 86-134 (a) states that no industrial waste shall be discharged into the sewage system without the prior written approval of the council, as detailed below:

“(a) No industrial wastes shall be discharged, either directly or indirectly, into the sewerage system without the prior written approval of the council. No sewage, including industrial wastes, shall contain any substance which is deemed deleterious by the city engineer to the operation of sewer system, nor shall any sewage be discharged into the sewerage system, the discharge of which into the sewers controlled by the metropolitan sewerage district is prohibited by the provision of article XI of the rules of the sewerage commission of the City of

Milwaukee and the metropolitan sewerage commission of the County of Milwaukee.”

In addition, and per revised rules from the Milwaukee Metropolitan Sewerage District issued on January 22, 2018 (attached), governmental units are required to evaluate sewer capacity and provide a conclusion as to whether or not that capacity is likely to be available under all foreseeable conditions or if it needs to be interrupted during peak flow conditions to reduce the risk of overflows or basement flooding. Moreover, per MMSD rules, any such findings need to be provided in writing to the user.

Analysis

City staff received laboratory analytical data from SPI Lighting and it was reviewed. Staff has determined that the trace amount of wastewater constituents listed in this report are not of a deleterious nature and would not adversely impact the City’s sanitary sewer system. In addition, the proposed discharge of 1,500 gallons per day would not adversely impact the capacity of the sanitary sewer system during dry weather conditions.

For consistency with the Sewer Utility’s goals to provide reliable sanitary sewer service and to limit sanitary sewer overflows that may result from wet weather events, staff suggests the addition of one condition to the requested approval. Summarily, it is recommended that any batch flows be prohibited until 24 hours after a rainfall event that includes a precipitation amount greater than or equal to 1-inch of accumulation.

City staff continues to plan and implement improvements to address wet weather conditions, including planned flow equalization work at the nearby intersection of Donges Bay Road and Cedarburg Road. This work is planned as part of the Cedarburg Road/STH 57 resurfacing project anticipated in 2022.

Fiscal Impact

No impact to the Utility is anticipated. The property owner will have an increase in metered flow and corresponding increase in user charges.

Recommendation

Staff recommends that the Sanitary Utility District Commission favorably endorse and the Common Council approve a Resolution that allows Industrial Facility User SPI Lighting to Discharge an Additional 1,500 Gallons of Wastewater per day into the City’s Sanitary Sewer System, pursuant to additional terms contained in the Resolution.

Attachments:

Exhibit A - 2019_11_26 - RO reroute request - SPI Lighting (PDF)

Exhibit B - MMSD Rules, Chapter 11 (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3686

A Resolution Allowing SPI Lighting, 10400 North Enterprise Drive, to Discharge an Additional 1,500 Gallons of Industrial Wastewater Per Day into the City of Mequon's Sanitary Sewer System

A. The City of Mequon Code of Ordinance, Section 86-134 states that “No industrial wastes shall be discharged, either directly or indirectly, into the sewage system without the prior written approval of the council.”

B. On November 26, 2019, staff received a letter to request that SPI Lighting, located at 10400 North Enterprise Drive, be allowed to discharge 1,500 gallons per day of their reverse osmosis concentrate into the City's sanitary sewer system.

C. On January 22, 2018, the Milwaukee Metropolitan Sewerage District revised rules on prohibited discharges and non-contact cooling water, and require a governmental unit to evaluate sewer capacity and provide a conclusion to allow or disallow the discharge.

D. The process water from SPI Lighting was previously discharged under the Wisconsin Pollution Discharge Elimination System General Permit WI-0046540-5.

E. Staff has received the laboratory analytical data on the SPI Lighting process water and determined that the trace amount of wastewater constituents listed in the report are not of a deleterious nature and would not adversely impact the sanitary sewers.

F. In addition, the proposed discharge of 1,500 gallons per day would not adversely impact the capacity of the sanitary sewer system during dry weather conditions.

G. The goals of the Sewer Utility are to provide reliable sanitary sewer service, to limit sanitary sewer overflows during peak flow conditions, and to reduce basement flooding.

H. The City has established agreements with facilities to prohibit and/or limit discharge during wet weather events when reasonably possible.

I. City staff recommends that process water be allowed for discharge into the sanitary sewer on the condition that this Industrially-Zoned Facility, SPI Lighting, located at 10400 North Enterprise Drive, limit the batch flows and discharge into the City's sanitary sewer 24 hours or more after a rainfall event with a precipitation amount greater than or equal to 1-inch of accumulation.

J. The Sewer Utility District Commission at its meeting on January 14, 2020 endorsed staff's recommendations.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Mequon that:

1. SPI Lighting, located at 10400 North Enterprise Drive, be allowed to discharge an additional 1,500 gallons per day into the sanitary sewer on the condition that batch flows discharged into the City's sanitary sewer only occur during dry weather, or at a time greater than 24 hours or more after a rainfall event with a precipitation amount greater than or equal to 1-inch of accumulation.

Approved by: John Wirth, Mayor

Date Approved: January 14, 2020

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on January 14, 2020.

Caroline Fochs, City Clerk



November 26, 2019

Project Reference #2901

Ms. Kristen Lundeen
 Director of Public Works
 10800 Industrial Dr,
 Mequon, WI 53092

**RE: SPI Lighting
 Request to Discharge Reverse Osmosis Concentrate**

Dear Ms. Lundeen:

The SPI Lighting facility located 10400 North Enterprise Drive in Mequon is currently authorized to discharge reverse osmosis (RO) concentrate to the storm sewer under WPDES General Permit No. WI-0046540-5 issued by the Wisconsin Department of Natural Resources.

The WDNR has recently revised this general permit to include significantly more monitoring requirements and more stringent discharge limits (on chlorine and chloride, among others). The RO discharge at SPI Lighting may not meet the chlorine limit and they are, therefore, intending to re-route the discharge to the sanitary sewer upon authorization from Mequon and Milwaukee Metropolitan Sewerage District (MMSD). In accordance with Chapter 11 of the MMSD Rules, SPI Lighting must obtain approval from Mequon followed by approval from the MMSD in order to re-route the discharge to the sanitary sewer.

Enclosed please find the completed MMSD form requesting approval of SPI Lighting's RO discharge to the sanitary sewer. As indicated on the form, the facility currently discharges an average of approximately 1,500 gpd based on flow data collected from 2016-2019. The system only discharges when it is actively generating RO water which is stored in a holding tank until utilized in processes.

Please contact me at 414/643-4141 if you have questions.

Sincerely,

THE SIGMA GROUP, INC.

Kristi L. Linsmeier, P.E., CHMM
 Senior Engineer

cc: Adam Bailey – SPI Lighting

Attachment: Exhibit A - 2019_11_26 - RO reroute request - SPI Lighting (RESOLUTION 3686 : A Resolution to Allow the Industrial Facility, SPI



Milwaukee Metropolitan Sewerage District
260 W. Seeboth Street
Milwaukee, WI 53204-1446

**Request to Discharge Non-Contact Cooling Water (NCCW)
as required by MMSD Rules, secs. 11.204 and 11.401**

Instructions

Use this form to request permission to discharge single pass cooling water, cooling tower blowdown, reverse osmosis concentrate, condensate from high pressure air or steam systems, or other similar types of wastewater that are neither process nor domestic wastewater and if the discharging facility is in the combined sewer area and riparian to waters of the state or in the separated sewer area. Approval must be obtained from both the governmental unit (e.g. city, village) that owns the receiving sewers at the point of discharge (referred to as "receiving municipality" for the purposes of this form) and MMSD prior to discharge

The requestor completes Sections 1 and 2. Next, the requestor submits this form to the receiving municipality. The receiving municipality should complete Section 3 and return the form to the requestor. The receiving municipality may establish discharge conditions to prevent capacity problems in the receiving sewer. The requestor submits this form to the District. District staff will review the request and complete Section 4. Copies of the final request, including authorization or denial, will be distributed to the requestor and receiving municipality.

Forms should be e-mailed to IWPP@MMSD.com or mailed to: MMSD, Attention: IWPP, 260 W. Seeboth Dr., Milwaukee, WI 53204. Attach additional information as necessary. Signatures may be electronic. Alternative forms are acceptable to the District if they are acceptable to the receiving municipality and if the District receives the required information.

Additional discharges will be subject to sewer user charges. Requestors must provide an updated water balance form along with this form. The water balance form can be found at: <https://www.mmsd.com/government-business/rules-regulations/forms>

Section 1. Facility Information

Facility Name

District Customer ID or Permit number (if applicable)

Facility Physical Address

Facility Mailing Address

Corporate Official Name Title

Email Phone Number

Technical Contact Title

Email Phone Number

Section 2. Proposed Discharge Information

Description of NCCW, such as single pass cooling, cooling tower blowdown, reverse osmosis concentrates, and other.

Reverse osmosis concentrate

Discharge (fill in all that applies):

Continuous Discharge:	GPM	Hours/Days	Days Per Week
Batch Discharge:	Gallons 1500	Frequency Daily	

Water source. Check all that apply. If the water is from more than one source, indicate the approximate percentages of each.

- Surface Water
- Private Well
- Municipal potable supply
- Other

Describe any treatment chemicals such as biocides or rust inhibitors, and dosages. Attach SDS if available

None

Date discharge would commence

A corporate official must sign the following certification.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based upon my inquiry of the person or persons who manage the system or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature Field

Date/Time Field

Section 3. Review by Receiving Municipality

I have reviewed this request and the proposed discharge is:

- Approved without conditions
- Approved with the following conditions
- Denied for the following reasons

Print Name

Title

Date

Signature Field

Section 4. MMSD Review

I have reviewed this request and the proposed discharge is:

- Approved without conditions
- Approved with the following conditions
- Denied for the following reasons

Print Name

Title

Date

Signature Field

Milwaukee Metropolitan
Sewerage District

Discharge Regulations and Enforcement Procedures

MMSD Rules, Chapter 11

Created August 18, 1982
Amended September 22, 1983
Repealed and Recreated June 22, 1992
Amended December 16, 1996 (sec. 11.203)
Amended January 26, 1998 (sec. 11.810)
Amended January 26, 2004 (sec. 11.214)
Amended April 25, 2005 (secs. 11.102, 11.202, 11.203, 11.204, 11.602, and 11.605)
Amended April 30, 2007 (secs. 11.212, 11.413, 11.417, 11.810)
Amended January 15, 2010 (secs. 11.708, 11.814, 11.816, 11.817)
Amended December 21, 2015 (secs. 11.202, 11.203, 11.417, 11.603, 11.804, and 11.811)
Amended January 22, 2018 (secs. 11.202(10) and 11.204)

Attachment 1

Amendments to MMSD Rules, Chapter 11

1. Section 11.202(10) is amended to read:

11.202 Prohibited Discharges

Users may not discharge to the sewerage system:

* * *

(10) at any site that is either served by a separate storm water conveyance system or riparian to waters of the state:

(a) storm water, surface water, or groundwater, except when a remedial action undertaken according to the requirements of the Department or the U.S. Environmental Protection Agency requires the removal of this type of water and a direct discharge to waters of the state would impose unreasonable costs or delays;

(b) roof runoff; or

(c) subsurface drainage;

~~(d) single pass cooling water, cooling tower blowdown, or reverse osmosis concentrate, if the District finds that a discharge has caused or contributed to an overflow or basement flooding, except as provided in subpar 1 and 2:~~

~~1. If a storm sewer is not available, then a user may discharge cooling tower blowdown and reverse osmosis concentrate from December 1 to March 31 and any other period when necessary to protect the public health, welfare, or safety.~~

~~2. Users may discharge single pass cooling water from small-scale bench-top condensers, except as provided in par. (e)(2).~~

~~(e) from sources constructed after May 1, 2005:~~

~~1. condensate from compressed air or process steam systems, and~~

~~2. single pass cooling water from small-scale bench-top condensers; or~~

~~(f) any other wastewater for which the Department has issued a general WPDES permit;~~

2. Section 11.204 is created to read:

11.204 Noncontact Cooling Water

- (1) If a user is served by a combined sewer and not riparian to waters of the state, then the user may discharge noncontact cooling water to the sewerage system, subject to the prohibitions of sec. 11.202 and the limits of sec. 11.203.
- (2) If a user is served by separated sewers or is riparian to waters of the state, then the user may discharge noncontact cooling water to the sewerage system, subject to the prohibitions of sec. 11.202 and the limits of sec. 11.203, and according to the following conditions.
 - (a) The user has provided estimates of its average and maximum discharge rates to the governmental unit that owns the sewer that will receive the discharge;
 - (b) The governmental unit has:
 1. evaluated sewer capacity,
 2. concluded that capacity is likely to be available under all foreseeable conditions or needs to be interrupted during peak flow conditions to reduce the risk of overflows or basement flooding, and
 3. provided this finding in writing to the user;
 - (b) The user notifies the District of its intent to discharge noncontact cooling water, provides the finding of sufficient capacity from the governmental unit, and provides updated total facility discharge information to the District, according to MMSD Rules, sec. 17.401; and
 - (c) The District notifies the user that the discharge is approved. If a governmental unit has recommended interruption during peak flows, then the approval will identify the conditions when discharge is not allowed.



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Office of Sewer Utility District Commission

TO: Sewer Utility District Commission
FROM: Kevin Driscoll, Deputy Director of Utilities
DATE: January 14, 2020
SUBJECT: RESOLUTION 3687 A Resolution Adopting a Program Policy to Reduce Inflow and Infiltration from Private Property Sources

Background

The City of Mequon has a history of Private Property Inflow and Infiltration (PPI/I) reduction. In 2019, the City completed a study report that established priority areas for additional PPI/I Projects (as shown in Exhibit A). This report followed implementation of a project in 2017 in the areas of North West Shoreland Drive, Corey Lane and Lake Shore Road to reduce inflow and infiltration. These reports can be found on the City's webpage at the following link: <https://www.ci.mequon.wi.us/publicworks/page/utility-engineering-projects>

Prior to implementation of the 2017 lateral lining project, a policy was established in 2015 specifically for that Pilot Project. The policy established that participation by property owners was voluntary and a Clear Water Compliance Inspection was required (as shown in Exhibit B). In addition, a financial incentive was established so that property owners incurred no cost to participate.

For the 2017 project, the participation rate was 90%, with 40 of 45 eligible residences volunteering for clear water compliance inspections and building sewer lateral examinations. Outreach to gain volunteer participation was achieved by going door to door, hosting public information meetings, and sending letters to residents and property owners.

The City's history with PPI/I reduction projects started before this Pilot Program. Prior to the most recent lateral lining work, in 2009 lateral grouting was completed. Also from 1999 to 2002, smoke testing of laterals was conducted, and as a result a number of laterals were rehabilitated to reduce sources of inflow and infiltration on private property.

Analysis

Staff is requesting concurrence from the Sewer Utility District Commission regarding the recommended 2020 PPI/I project approach and approval of a revised Program Policy to Reduce Inflow and Infiltration from Building Sewers. The City's 2019 PPI/I Report Study established priority areas for additional PPI/I Projects, however the City's 2015 policy was project specific and that project was already implemented in 2017. The previous policy resulted in 90% participation, and this policy can be considered for use as a model template for additional PPI/I reduction projects, with minor revisions.

Staff introduces this policy item to the Commissioners to clarify and revise the policy so that it

applies to the priority areas for additional, identified PPI/I Projects. Once the City's PPI/I policy is established for the priority areas, then outreach with eligible property owners and residents can be achieved with consistent communication based on established policy. The changes to the previous policy include limited modifications. These modifications include revising the title to reflect a Program Policy, rather than a Project Policy. In addition, multiple technologies may be included that best fit lateral rehabilitation(s). This may include lining and grouting options as previously used in Mequon. All other Policy aspects remain intact including volunteer participation, a Clear Water Compliance Inspection, and a financial incentive.

As shown in Exhibit C, the draft policy resembles the previously approved policy with two changes. The first revision is a change to modify the title from a "Project Policy" to a "Program Policy". The second revision is to allow additional rehabilitation technologies, including "grouting".

Upon approval, staff will proceed with outreach to property owners and schedule public information meetings. In addition, staff plans to request quotes for examination services to televise the City-owned portion of the laterals, and examine private property laterals for volunteer participants.

Fiscal Impact

No costs are associated with the PPI/I Program Policy revisions.

The costs associated with the City's PPI/I program are reimbursable. Of the \$2,610,440 allocated to the City of Mequon, \$2,116,959 remains. MMSD policy placed a 20% cap on investigation costs including study reports, examinations, inspections and consultant services. The 2014 investigation and 2019 study report used \$117,788. Of the \$522,088 allowed for investigations, \$404,300 remains.

Upon approval of an updated policy, staff will begin outreach and will request quotes for examinations in the priority areas. Staff estimates that for 460 lateral exams at approximately 125 feet per each lateral at \$5 per foot, these investigations will cost approximately \$287,500.

In addition, a consultant contract to review the exams is estimated at approximately 20% of that amount, or \$57,500 to review 57,500 feet of lateral exam footage to identify defects and prepare a site condition report that includes recommendations of any necessary corrective measures.

Based on the City's current fee schedule, Clear Water Compliance Inspections are \$61 per each as completed by the City Inspections staff, or \$28,060.

Also, any of the amount remaining under the 20% investigative cap amount can be used for construction and inspection during the PPI/I implementation phase of the project.

Recommendation

Staff recommends that the Sewer Utility District Commission adopt revisions to the City of Mequon's PPI/I Reduction Program Policy and the Common Council approve any revisions to the resolution adopting a Program Policy for Inflow and Infiltration Reduction from Private

Property Sources.

Attachments:

Exhibit A - Prioritized Areas (PDF)

Exhibit B - Clear Water Compliance Inspection Form (SAMPLE) (PDF)

Exhibit C - PPII Program Policy (DRAFT) (PDF)

COMMON COUNCIL
OF THE
CITY OF MEQUON

RESOLUTION 3687

A Resolution Adopting a Program Policy to Reduce Inflow and Infiltration from Private Property Sources

A. The City of Mequon has the ability to use Milwaukee Metropolitan Sewerage District (MMSD) Private Property Inflow and Infiltration reimbursement to complete eligible work on private property.

B. On June 2, 2015, the City of Mequon approved Resolution 3310 to adopt a Policy for a Private Property Inflow and Infiltration reduction project, and this project was implemented in 2017.

C. On October 22, 2019, the City of Mequon approved a resolution to adopt a Study Report that prioritized areas to implement additional Private Property Inflow and Infiltration Projects as part of the 2011-2020 MMSD funding cycle.

D. The lateral rehabilitation program shall be voluntary and will address defects in both public and private portions of the sanitary lateral.

E. The lateral rehabilitation program policy addresses televising and inspection, financial incentives for construction, performance measures, information and education, and work schedule and warranty.

F. Staff recommended, and the Sewer Utility District Commission at its meeting on January 14, 2020, favorably endorsed a revised PPI/I Program Policy to include various methods such as lateral lining, grouting and relay to address inflow and infiltration reduction for the priority areas.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Mequon that:

1. The Program Policy for the reduction of inflow and infiltration from private property sources be established.

Approved by: John Wirth, Mayor

Date Approved: January 14, 2020

I certify that the foregoing Resolution was adopted by the Common Council of the City of Mequon, Wisconsin, at a meeting held on January 14, 2020.

Caroline Fochs, City Clerk

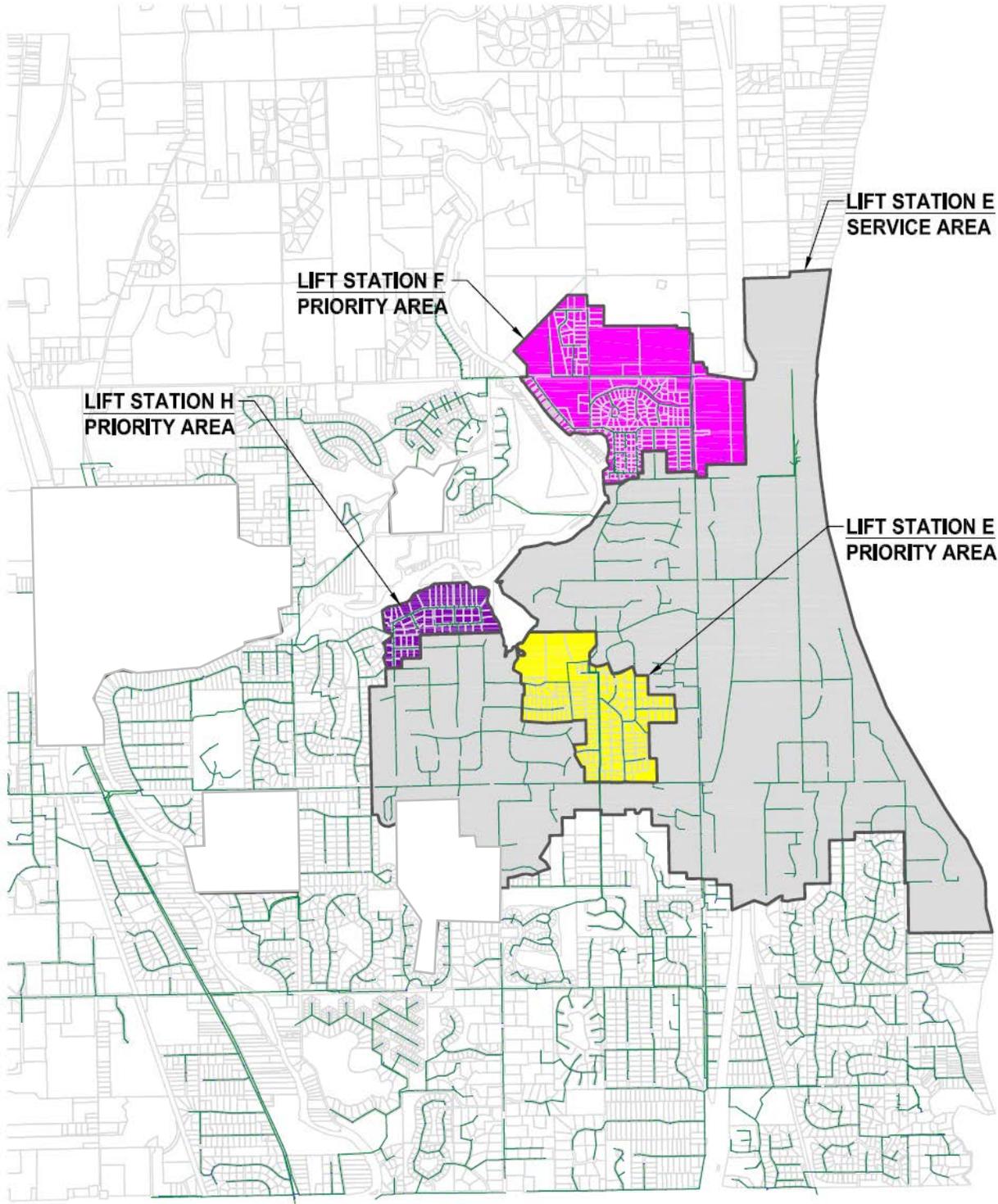


Exhibit A. Priority Areas for PPI/I Program

Excerpt from
City of Mequon
PPI/I Investigation Report
September 9, 2019

CITY OF MEQUON CLEAR WATER COMPLIANCE 11333 N CEDARBURG ROAD MEQUON, WI 53092	Inspection Dept. Use Only
	Permit #
	Tax Key No.:

ADDRESS: _____
Property to be Inspected

TYPE OF OCCUPANCY _____

CURRENT OWNER: _____

OWNER ADDRESS: _____
Number Street City State Zip

I have read the City of Mequon Policy for the Private Property Inflow and Infiltration (PPI/I) Redution Program and agree to the general procedures, work schedule and warranty, and agree to participate in this voluntary program.

Signature of Owner Date Phone #

CLEAR WATER COMPLIANCE CERTIFICATE

Date

Issued To: _____

Address: _____

For the premises located at: _____
in Mequon, Wisconsin. This Certificate of Compliance allows sanitary lateral rehabilitation to proceed as determined by a visual inspection of the premises including any sump pump downspouts and trench drains. Neither the City of Mequon, the Building or Plumbing Inspector, nor the City Engineer, assumes any liability in or as a result of the inspection or issuance of this Certificate of Compliance.

Not valid without signature of inspector

Attachment: Exhibit B - Clear Water Compliance Inspection Form (SAMPLE) (RESOLUTION 3687 : A Discussion on 2020 PPI/I Approach and

**PROGRAM POLICY FOR INFLOW AND INFILTRATION REDUCTION
FROM PRIVATE PROPERTY SOURCES**

* * * * *

MEQUON, WISCONSIN

I. GENERAL

The City of Mequon has the ability to use Milwaukee Metropolitan Sewerage District (MMSD) Private Property Inflow and Infiltration reimbursement to complete eligible work on private property. By ordinance, the portion of the sanitary lateral in the public right of way (R.O.W.) is owned by the City of Mequon. The lateral rehabilitation program offered shall be voluntary and will include addressing problems in both public and private portions of the sanitary laterals.

II. PROCEDURES

1. Televising and Inspection

The City will offer lateral televising to all properties in the pre-determined area. This portion of the program will be offered as a larger neighborhood information program regarding televising, findings and suggested rehabilitation. The cost of the televising will be reimbursed by MMSD's PPI/I reimbursement fund.

The City will review the televising reports and develop individual rehabilitation methods to fix each specific lateral. Rehabilitation methods include, but are not limited to: lateral lining, grouting and lateral replacement. Based on the findings, the property owners will have the option to participate in the lateral rehabilitation portion of the program. A lateral condition report will be filed in the property file.

The property owner, by accepting the televising inspection, shall participate in a clear water compliance inspection on their property. The cost of the clear water compliance will be reimbursed by MMSD's PPI/I reimbursement fund. The clear water compliance report will be filed in the property file. Any illegal connections found in the clear water compliance inspection shall be repaired at the cost of the property owner within 60 days after receiving the findings letter.

2. Financial Incentive for Construction

If lateral lining is deemed appropriate by the City, the City will pay the entire cost of lateral lining in the public right of way and on private property. This cost will be reimbursed by MMSD's PPI/I reimbursement fund.

If spot repairs of the lateral or if replacement of the entire lateral is deemed necessary, the City will pay the cost of spot repairs and replacement or spot repairs and lining, whichever is less.

If lining or grouting is recommended and the property owner prefers replacement the property owner shall pay the difference between lining and replacement costs, as approved by the City. The lining or grouting cost will be reimbursed by MMSD's PPI/I reimbursement fund but the additional cost for replacement will not be reimbursed.

3. Performance Measures

The City will use the percentage of laterals fixed and the type of defects removed as a performance measure. The City will also determine the cost benefit ratio between the amount of I/I removed and the amount dollars spent. The metrics of laterals fixed, type of defects removed and the cost/benefit ratio will determine the success of the project and whether the City invests in subsequent pilot projects or creates a City wide PPI/I program.

4. Information and Education

- a. **Pre-Project Letter** - An initial letter will be sent to the pre-determined area describing the project. An initial Public Information Meeting (PIM) will be scheduled. If property owners cannot make the PIM they will be able to set up an individual meeting with the Deputy Director of Public Works to explain the project.
- b. **Notice Regarding Televising** - Door hangers will be hung on affected properties 24-48 hours prior to televising work to notify property owners.
- c. **Findings and Pre-Construction Letter** - A findings letter and inspection report will be sent once inspection is complete. A second Public Information Meeting (PIM) will be scheduled to help property owners understand the findings and discuss the upcoming project. If property owners cannot make the PIM they will be able to set up an individual meeting with the Deputy Director of Public Works to explain the results and construction portion of the project.
- d. **Notice Regarding Construction** - Door hangers will be hung on affected properties 24-48 hours prior to construction work to notify property owners.
- e. **Final Letter** - A final letter with a final condition report will be sent to the property owner. The final condition report will also be filed in the property file.
- f. **Warranty Information-** A final condition report will be sent to the current property owner after the three year warranty period inspection.

III. WORK SCHEDULE & WARRANTY

A property owner may choose to participate or not participate at any time during the the pilot project duration. Once the City determines that the contractor has reached substantial completion of the construction project, a property owner will no longer be eligible for the program.

The work shall be warrantied for at least 3 years against workmanship and material defects. The three year period will be defined as 3 years after the date on the Certificate of Substantial Completion. The contractor, at their cost, shall televise the laterals that were rehabilitated at the end of the three year period and a copy of that report shall be sent to the current property owners and filed in the property file.