

Office of the Clerk/Treasurer

W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0770 Fax 691-1798

**COMMON COUNCIL
MEETING NOTICE AND AGENDA**

Monday, April 4, 2022

6:30 PM

Common Council Chambers ~ Pewaukee City Hall
W240 N3065 Pewaukee Road ~ Pewaukee, Wisconsin

-
1. Call to Order and Pledge of Allegiance
 2. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your District Alderperson prior to the meeting.
 3. Consent Agenda
 - 3.1. Approve Common Council Meeting Minutes Dated March 7, 2022
 - 3.2. Approve the Accounts Payable Listing Dated April 4, 2022
 4. Discussion Regarding the Community Development and Building Services Annual Report for 2021 [Fuchs]
 5. Discussion and Possible Action Regarding the 2021 MS4 Annual Report [Wagner].
 6. Discussion and Possible Action Regarding the Release of the Grading Only Letter of Credit for The Waters Development [Wagner].
 7. Discussion and Possible Action Regarding the Easement for We Energies Gas and Electric Easement on the New Public Works Site [Wagner]
 8. Discussion and Possible Action Regarding **Resolution 22-04-13** Rescinding the Personal Property Taxes for Waukesha Bearings (PWC W447) in the Amount of \$23,779.74 Due to a Double Assessment [Tarczewski]
 9. Public Comment - Please limit your comments to two (2) minutes, if further time for discussion is needed please contact your district Alderperson prior to the meeting.
 10. Closed Session – You are hereby notified that the Common Council and staff of the City of Pewaukee will convene into closed session after all regular scheduled business has been concluded and upon motion duly made and seconded and acted upon by roll-call vote as required under §19.85(1)(a), Stats. The purpose of the closed session is for the following:
 - §19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session specifically regarding the Duplainville Road Easement acquisitions.

You are further notified that at the conclusion of the Closed Session, the Common Council may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.

11. Adjournment

Kelly Tarczewski
Clerk/Treasurer

March 31, 2022

NOTICE

It is possible that members of other governmental bodies of the municipality may be in attendance to gather information that may form a quorum. At the above stated meeting, no action will be taken by any governmental body other than the governmental body specifically referred to above in this notice.

Any person who has a qualifying disability under the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible format must contact the Clerk/Treasurer, Kelly Tarczewski, at (262) 691-0770 three business days prior to the meeting so that arrangements may be made to accommodate your request.

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.1.**

DATE: April 4, 2022

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approve Common Council Meeting Minutes Dated March 7, 2022

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

CC Minutes 3.7.2022

In Attendance:

Mayor Steve Bierce, Aldermen C. Brown, I. Clark, R. Grosch, P. Vetterkind, and J. Wamser. Alderman B. Dziwulski was absent and excused.

Also in Attendance:

Attorney S. Riffle, Administrator S. Klein, DPW Director M. Wagner, City Planner & Community Development Director N. Fuchs, and Clerk/Treasurer K. Tarczewski.

1. Call to Order and Pledge of Allegiance

Mayor Bierce called the meeting to order at 6:30 p.m. and asked everyone to stand for the Pledge of Allegiance.

2. Public Comment - None.

3. Consent Agenda

3.1 Approval of the Common Council Meeting Minutes Dated February 21st, 2022

3.2 Approval of the Accounts Payable Listing Dated March 7th, 2022

3.3 Approve **Ordinance 22-03** (*Second Reading*) Related to Outdoor Entertainment Permit Revisions

A motion was made and seconded (J. Wamser, C. Brown) to approve the items on the consent agenda. Motion Passed: 5-For, 0-Against. Alderman Clark noted he was abstaining from Item 3.1.

4. **PUBLIC HEARING**, Discussion and Possible Action Regarding the Meadowbrook Farms Phase 2 Road Rehabilitation Project

4.1 Accept the preliminary engineering report and special assessments.

4.2 Award the contract to the lowest qualified bidder, Wolf Paving, in the amount of \$934,842.75.

Ms. Wagner noted this is the second of four projects in Meadowbrook Farms Subdivision. Ms. Wagner stated Sawgrass Lane and Cattail Court need repair and the current Paser rating is 4-5. She noted a pavement rating of ten would be a brand-new road. She said this is midpoint and where they like to do repairs and to maintain them economically. Ms. Wagner mentioned as part of the project spot curb repairs, sewer manholes, water valve repairs and storm sewer inlets will be repaired. Ms. Wagner noted there was unusual cracking of the stormwater pipes, which could lead to pipe failure. As part of the project the City is going to line the storm sewer pipes to prevent replacement. She said the total cost of the project is \$1,215,295.58 including engineering, administration, and construction costs. The City's portion is \$545,161.83 for roadway and 50 percent of curb repairs. Storm water utility will be paying \$608,649.60, water utility for spot repairs on the valves is \$8,331.83 and sewer utility is \$53,152.32

Ms. Wagner stated the project was bid in February and four competitive bids were received. She noted the lowest qualified bidder was Wolf Paving in the amount of \$934,842.75. Ms. Wagner also noted all properties within the area are residential and qualify for the paving cap of \$3005.00. She said the road assessment will be done as a unit method and the road assessment for each property is \$9912.03, which is substantially above the paving cap. Ms. Wagner stated there is one

outlot that is co-owned by all the lots within the Meadowbrook Farms plat. She said the assessment was split between the 100 lots for an additional assessment of \$30.05 for each property. Ms. Wagner expects the assessments to be levied in 2023 and may be paid in full or over ten years as a charge on the tax bill. She noted that interest still needs to be determined and the City will be borrowing for the project.

Mayor Bierce opened the public hearing.

Thomas Fischer (W268 N2091 Shooting Star Road) asked about the other two phases of the project and when the other half of Shooting Star Road would be completed. He also asked how the phases were determined because his road is the oldest. Ms. Wagner stated Shooting Star Road is anticipated for bidding next year. She said the projects started north and worked south so there was no construction traffic on newly paved roads. Mr. Fischer asked about the rate of increase and if it would remain the same for the next two phases. Ms. Wagner stated the paving cap increases by a construction cost index and is published by the American City and County who track the construction cost through the industry.

Steve Baudo (W265 N2086 Sawgrass Land) asked if the outlot is the pond and why some owners are only paying the \$30.05. Ms. Wagner stated the pond is the outlot. She said the properties paying the \$30.05 are paying for their share of the outlot because they were in phase 1 or are in phases 3 & 4 and will receive their assessments then. Mr. Baudo asked what happens if a property owner sells. Ms. Wagner stated it could be worked out with the new owner and would have to be paid at the time of sale.

Mayor Bierce closed the public hearing.

A motion was made and seconded (I. Clark, R. Grosch) to approve item 4.1 and accept the preliminary engineering report and special assessment. Motion Passed: 5-For, 0-Against.

A motion was made and seconded (I. Clark, R. Grosch) to approve item 4.2 and award the contract to Wolf Paving in the amount of \$934,842.75. Motion Passed: 5-For, 0-Against.

5. Discussion and Possible Action Regarding Duplainville Road Acquisition
 - 5.1 Accept and Approve Appraisals of Eight (8) Permanent Utility Easements as Detailed in the Summary Appraisal Reports Prepared by Single Source, Inc.
 - 5.2 Authorize the Offering Price for the Acquisition to the Property Owners.
 - 5.3 Approve **Resolution 22-03-09** Pertaining to the Relocation Order for the Duplainville Road Bridge Replacement.

Ms. Wagner stated this resolution was previously approved back in December of 2021. She said she wasn't aware that the Department of Transportation requires it to be filed at the County Clerk's office within 20-days from when it was passed. Ms. Wagner stated this resolution needs to be reaffirmed so that it can be appropriately filed.

Ms. Wagner stated Single Source performed the appraisals on the properties that the City needs easement from.

A motion was made and seconded (R. Grosch, C. Brown) to accept the appraisals from Single Source and authorize them to approach the property owners and offer them an

additional 45% above the appraisal price to acquire the land needed for the utility easements, and affirm and approve Resolution 22-03-09 pertaining to the relocation order for the Duplainville Road bridge replacement. Motion Passed: 5-For, 0-Against.

6. Discussion and Possible Action to Award Northview Road Sidewalk Construction to the Lowest Qualified Bidder, Wolf Paving Company Inc., in the Amount of \$100,324.00.

Ms. Wagner stated the Northview Road project went to bid in 2021 and received no bids. It was then bid as part of Meadowbrook phase II. She said the sidewalk will start at the corner of Northview Road and Meadowbrook Road and will extend to South Park. Ms. Wagner noted the total cost of the project is estimated at \$130,421.20 and \$200,000 was budgeted as part of the 2022 budget. She said the City will use impact fees from bike and pedestrian towards the project. Ms. Wagner asked Common Council to award the contract to the lowest qualified bidder, Wolf Paving Company, in the amount of \$100,324.00

Ms. Brown asked how and where the sidewalk will specifically connect to South Park. Ms. Wagner said it would be adjacent to the parking lot into the center drive aisle. She noted Mr. Phalin needs to determine the exact location. Ms. Brown noted the parking lot is overly crowded during little league and is concerned someone will use it as a parking spot. Ms. Wagner said she will speak with Mr. Phalin about her concern and the connection location.

Discussion took place regarding whose responsibility snow removal is.

A motion was made and seconded (R. Grosch, P. Vetterkind) to award the Northview Road sidewalk construction project to the Wolf Paving Company in the amount of \$100,324.00.

Motion Passed: 5-For, 0-Against.

7. Discussion and Possible Action Regarding Release of the Woodleaf Reserve Phase 5 Grading Only Letter of Credit in the Amount of \$701,623.68.

Ms. Wagner noted Woodleaf phase 5 came in last year for a grading only developer's agreement and letter of credit to fill the subdivision. She said they have received full approval of the development and requested the release of the grading only letter of credit.

A motion was made and seconded (I. Clark, C. Brown) to release the grading letter of credit for Woodleaf Reserve Phase 5 in the amount of \$701,623.68. Moton Passed: 5-For, 0-Against.

8. Discussion and Possible Action Regarding the Lindsay Road/Redford Boulevard Pedestrian Crossing.

Mr. Klein noted with the construction of Lindsay Road and Duplainville Road he has concerns about the bike paths and does not feel the R-cut is safe. He recommended going back to the County to get it signalized or not do the bike path. He noted there are 390 homes in that area with young families and he was concerned about safety.

Mayor Bierce agreed and did not like the idea.

Ms. Brown stated the residents in Victoria Station told the City it was dangerous, and they cannot cross the expressway. It wasn't specifically to go to the park. Ms. Brown stated she was the only one who disagreed with the bike path going across Highway F. She agreed with the R-cut, but not for the bike path. She noted she agrees with a bike path to get to the park but across Highway F is not safe.

Mr. Grosch stated the City got pushed into the R-cut because the County didn't want to put signals in.

Ms. Wagner noted the City does not meet the warrants for the lights. She said there is not enough bicycle or pedestrian traffic to justify it.

Mr. Klein noted what is proposed now is not safe and doesn't feel like the City should go ahead with it.

Ms. Brown noted that in four years there were 27 accidents at that intersection and feels its way too dangerous to promote crossing with or without lights.

Mayor Bierce feels the R-cut is ridiculous and is in favor of opening this up and going back to the County. He feels the safety issue and what the City wants is not being addressed.

Mr. Grosch feels traffic needs to slow down as they approach the intersection.

Ms. Wagner noted all these items were previously discussed. She said the warrants at the intersection were not met and Lindsay Road did not have the same volume of traffic as other lights down that corridor. She noted even if the City offered to pay 100 percent, the County would not do lights. We have asked to have the speed limit reduced and was told no. The R cut is being paid 90 percent through federal funding. She was told if the City does not move forward with the improvements the City would not get another HSIP at the intersection for the safety concerns. If the City does not do the R-cut, the pedestrian crossing could be removed and the City would be responsible for paying back 100 percent of the design cost to the County. Discussion took place regarding the agreement with the County.

Mr. Vetterkind stated if the bike path does not get put in there is no way to cross. Discussion took place regarding placements of the bike paths. Ms. Wagner stated she understands the concerns. She noted there was strong support for the trail on Duplainville Road during public hearings. Ms. Wagner stated the plan shows putting the trail in on Duplainville Road to connect all the subdivisions and bring them to a safe location connecting to the park.

Attorney Riffle noted if the City Engineer felt it was prudent to put in a crossing that would be the direction the City would go unless the City wants to authorize and direct the City Administrator to go back to the County.

Discussion took place regarding the safety grant and a reconstruction project.

Mr. Wamser asked about a tunnel. Ms. Wagner stated you could not do a tunnel due to the creek and flood plain.

Mayor Bierce stated it was worth taking one more shot at it and directed Mr. Klein to go back to the County.

A motion was made and seconded (R. Grosch, J. Wamser) to direct the City Administrator to reach out to Waukesha County to see what could be done with the pedestrian and bike crossing path. Motion Passed: 3-For, 2-Against (C. Brown and I. Clark).

9. Discussion and Possible Action Regarding the Northmound Industrial Development
 - 9.1 Termination of the Dynamic Compaction Development Agreement.
 - 9.2 Approve the Amendment to the Developer's Agreement.

Ms. Wagner stated there was bad fill on the site and a dynamic compaction was done. She noted they would like to terminate the developer agreement and close the details. Ms. Wagner added

they want to amend the current development agreement for the road and storm sewer improvements. She noted the development is in the one-year guarantee window until November of 2022. She said they would like to amend a couple of sections in the agreement which would allow them to sell the property. Ms. Wagner is asking for approval of the amendment contingent on the City Attorney and City Engineer's approval. Attorney Riffle stated there had been concerns about a well near the property due to bedrock and that it could create problems with the foundation. He said they paid for the City to monitor the facilities and it was completed with no impact. Attorney Riffle felt it was fair and reasonable that the City releases them from the agreement.

A motion was made and seconded (I. Clark, R. Grosch) to approve the amendment to the Development agreement and terminate the Dynamic Compaction Development Agreement contingent on City Attorney and City Engineer review and approval. Motion Passed: 5-For, 0-Against.

10. Discussion and Possible Action to Enact the 2022 Spring Weight Limits.

Ms. Wagner stated annual spring weight limits go into effect when the roads start moving and frost comes out of the ground. Weight limits are for no greater than 6 tons. She said it typically last for two weeks depending on ground and weather conditions. Ms. Wagner was originally looking to enforce the weight limits from March 14- March 25, 2022. She said weather conditions have changed and she is looking to push the dates back. Ms. Wagner is asking for the ability to enact weight restriction on the City's behalf as conditions arise.

Attorney Riffle stated State statute allows her that authority already. Although it has been past practice to come to Common Council, she would like get authority, which is already in the law.

A motion was made and seconded (J. Wamser, R. Grosch) to give authority to the DPW Director to enact the 2022 spring weight limits when she deems appropriate. Motion Passed: 5-For, 0-Against.

11. Discussion and Possible Action to Approve the Special Event Permit for Farmers' Market at Christ Evangelical Lutheran Church Located at W40 N3103 Pewaukee Road on Wednesdays from June 1st through September 28th, 2022 and Consider Waiving Fees

Ms. Tarczewski stated this would be the second year for this farmers market event and last year the fees were waived. She noted Chief Bierce and Lieutenant Moonen reviewed the request and had no issues with the event.

A motion was made and seconded (J. Wamser, C. Brown) to approve the special event permit for Christ Evangelical Lutheran Church's Farmers Market and waive all fees. Motion Passed: 5-For, 0-Against.

12. Public Comment

Saad Sirohey (W265 N2224 Sawgrass Lane) said he received a notice that the roads were going to be repaved and felt the sum was quite large. He asked why there was such short notice and why it was excluded to certain property owners.

Attorney Riffle recommended he speak to Ms. Wagner after the meeting.

13. Adjournment

A motion was made and seconded (I. Clark, R. Grosch) to adjourn the meeting at 7:38 p.m.

Motion Passed: 5-For, 0-Against.

Respectfully Submitted,

Kelly Tarczewski
Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 3.2.**

DATE: April 4, 2022

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Approve the Accounts Payable Listing Dated April 4, 2022

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

A/P 4/4/2022

Check Date	Check	Vendor Name	Description	Amount
Bank 100 GENERAL FUND CHECKING				
03/17/2022	134425	ABSOLUTE CONSTRUCTION	DPW BUILDING	502,347.00
03/17/2022	134426	ACOSTA'S BODY SHOP CORP	ENG REPAIRS	3,497.00
03/17/2022	134427	AECOM TECHNICAL SERVICES, INC	ENG PEWAUKEE SITE STORMWATER MGMT REVIEW	9,837.36
03/17/2022	134428	AIR ONE EQUIPMENT	FD BOOTS	390.00
			FD BOOTS	468.00
				858.00
03/17/2022	134429	BARRIENTOS DESIGN & CONSULTING	DPW BUILDING	12,184.04
03/17/2022	134430	CHERRIE LARSON	P&R KIDVENTURES SESSION 2	427.20
03/17/2022	134431	CONLEY MEDIA	ENG PUBLICATION FEES	215.90
03/17/2022	134432	CONWAY SHIELD	FD JACKETS AND PANTS	7,457.10
03/17/2022	134433	DIGITAL OFFICE SOLUTIONS	BLD METER USAGE	24.90
03/17/2022	134434	FABCON PRECAST, LLC	DPW BUILDING	78,750.00
03/17/2022	134435	GESTRA ENGINEERING INC	DPW BUILDING	3,783.50
03/17/2022	134436	GLOBE CONTRACTORS INC	ENG FOXWOOD & DUPLAINVILLE TRACKS	2,000.00
03/17/2022	134437	HECKEL DANCE LLC	P&R WINTER 2022 DANCE CLASSES	1,081.60
03/17/2022	134438	J&L TIRE AND SERVICE CENTER	FD REPAIRS	1,353.96
			FD CREDIT FOR FUEL MAX RSA	(664.59)
				689.37
03/17/2022	134439	JOHN'S DISPOSAL SERVICE	ENG JAN LANDFILL CHARGES	13,726.70
			ENG GARBAGE	53,544.65
			HWY FEB LANDFILL CHGS	11,867.50
				79,138.85
03/17/2022	134440	LIFE-ASSIST INC	FD SAFETY SUPPLIES	99.36
			FD SAFETY RESTOCK	221.14
			FD SAFETY RESTOCK	31.20
			FD SAFETY RESTOCK	48.21
			FD SAFETY RESTOCK	23.33
				423.24
03/17/2022	134441	MASTERGRAPHICS	ENG HP PRINTHEAD 746 DESIGNJET	118.00
03/17/2022	134442	MATTHEWS INTERNATIONAL	CEMETERY NICKEL PERRY	348.71
03/17/2022	134443	MENARDS	P&R TOILET BOWL CLEANER, DISINFECT SPRAY	37.51
			P&R CLEAR MIRROR CLIP	3.92
				41.43
03/17/2022	134444	OFFICE COPYING EQUIPMENT, LTD	ENG SHAPR MX4070N CONTRACT	326.08
03/17/2022	134445	OFFICE DEPOT	ENG PAPER	83.92
03/17/2022	134446	PITTS BROTHERS & ASSOCIATES LLC	ENG DUPLAINVILLE RD BRIDGE	1,300.00
03/17/2022	134447	RUEKERT & MIELKE, INC.	ENG WOODLEAF EROSION CONTROL	635.76
			ENG SWAN VIEW CONSTRUCTION REVIEW	578.76
			ENG SWAN VIEW CONSTRUCTION REVIEW	6,380.26
			ENG GLEN AT PARKWAY RIDGE CONSTRUCTION	578.76
			ENG JOSEPH RD CONSTRUCTION	86.00
			ENG WOODLEAF CONSTRUCTION	3,054.76
			ENG SHADY LANE DESIGN & BIDDING	3,975.90
			ENG OAK & PENINSULA CONSTRUCTION ADMIN	607.26
			ENG LAKEWOOD BAPTIST CHURCH CONSTRUCTION	635.76

Check Date	Check	Vendor Name	Description	Amount
			ENG PAUL ROAD WATER	1,053.26
			ENG FOX VIEW CT CONSTRUCTION	265.00
			ENG ZIGNEGO CONSTRUCTION	115.88
			ENG MEADOWBROOK FARMS CONSTRUCTION	886.00
			ENG PEWAUKEE SOUTH CONSTRUCTION REVIEW	144.38
			ENG THE WATERS CONSTRUCTION REVIEW	2,222.26
			ENG GREENLAND SUBDIVISION FILL SITE CONS	144.38
			ENG ROUNDY CIR CONSTRUCTION OBSERVATION	115.88
			ENG CENTURY FENCE CONSTRUCTION OBSERVATI	115.88
			ENG MEADOWBROOK FARMS DESIGN	15,280.00
			ENG HILL N DALE DESIGN	4,206.00
				41,082.14
03/17/2022	134448	SINGLE SOURCE	ENG DUPLAINVILLE BRIDGE	5,500.00
			ENG DUPLAINVILLE ROW	15,000.00
				20,500.00
03/17/2022	134449	SOFT WATER, INC.	FD SOLAR SALT	98.18
			FD SOLAR SALT	44.63
				142.81
03/17/2022	134450	STRAND ASSOCIATES, INC	ENG DUPLAINVILLE RECONSTRUCTION SURVEY	7,309.35
			ENG DUPLAINVILLE RECONSTRUCTION DESIGN	36,988.09
			ENG LINDSAY RD SURVEY	2,967.07
			ENG LINDSAY RD TRAIL DESIGN	21,175.30
				68,439.81
03/17/2022	134451	WAUKESHA WATER UTILITY	SW SEWER SERVICE CHARGE	23,327.60
03/17/2022	134452	WELLSPRING CONSTRUCTION GROUP	DPW BUILDING	19,511.00
03/17/2022	134453	WESTRIDGE BUILDERS	BLD 210386 OCCUPANCY BOND REFUND	500.00
03/17/2022	134454	ELECTRICAL INSPECTORS ASSOC OF SOUT	BLD ELECTRICAL INSPECTORS MEMBERSHIP	15.00
03/17/2022	134455	PLUMBING INSPECTORS ASSOC OF SOUTHE	BLD MEMBERSHIP FEES	40.00
03/18/2022	134456	POSTMASTER	BILLING	1,200.00
			BILLING	1,200.00
				2,400.00
03/25/2022	134457	AUCA CHICAGO MC LOCKBOX	HWY UNIFORMS	88.40
			HWY UNIFORMS	88.40
			HWY UNIFORMS	88.98
				265.78
03/25/2022	134458	CINTAS	HWY SAFETY RESTOCK	71.97
03/25/2022	134459	COMPASS MINERAL	HWY SAND AND SALT	22,956.28
			HWY SAND AND SALT	23,954.85
			HWY SAND AND SALT	22,814.51
				69,725.64
03/25/2022	134460	COREY OIL	HWY CLEAR DIESEL	1,784.13
			HWY CLEAR DIESEL	1,504.07
			HWY UNLEADED GASOLINE	999.28
				4,287.48

Check Date	Check	Vendor Name	Description	Amount
03/25/2022	134461	DAN PLAUTZ CLEANING SERVICE	CH CLEANING SERVICE	2,873.00
03/25/2022	134462	DIVERSIFIED BENEFIT SERVICES, INC.	MARCH FLEX ADMIN FEES	319.50
03/25/2022	134463	ELLIOTT ACE HARDWARE	HWY WATERPROOF CASE	45.16
03/25/2022	134464	FIRE SERVICE INC	FD HINGE SEAT RISER	32.21
			FD REPAIRS	1,980.14
			FD REPAIRS	984.69
			FD REPAIRS	1,350.00
			FD REPAIRS	42.46
				<u>4,389.50</u>
03/25/2022	134465	HEARTLAND BUSINESS SYSTEMS	IT SERVER MONITORING	92.00
03/25/2022	134466	HUMPHREY SERVICE PARTS, INC	HWY EYELET TERMINAL	68.43
03/25/2022	134467	KEN WEBER TRUCK SERVICE	HWY TOW	295.00
03/25/2022	134468	KORNDORFER HOMES	BD Bond Refund	500.00
03/25/2022	134469	LANNY MILLION	UMS ACCT 17294 REFUND	227.46
03/25/2022	134470	LIFE-ASSIST INC	FD SAFETY RESTOCK	103.65
03/25/2022	134471	MATRIX TRUST COMPANY	CT LOAN REPAYMENT PD 3/25	50.00
03/25/2022	134472	MENARDS	CH BULBS	129.96
			HWY POST MOUNT	69.99
			HWY SCREWS AND WOOD	60.55
				<u>260.50</u>
03/25/2022	134473	MILWAUKEE SPRING & ALIGNMENT	HWY BOLTS AND NUTS	652.76
03/25/2022	134474	NATIONWIDE RETIREMENT SOLUTIONS	RETIREMENT PAYDATE 3-25-22	2,034.09
03/25/2022	134475	PREMIUM WATERS, INC	HWY WATER	61.50
03/25/2022	134476	PROVEN POWER, INC.	HWY FILTER ELEMENTS	240.20
03/25/2022	134477	SAFETY-KLEEN CORP	HWY ANTIFREEZE	100.00
			HWY OIL	217.00
				<u>317.00</u>
03/25/2022	134478	SETCOM CORPORATION	FD REPAIRS	289.49
03/25/2022	134479	STATE OF WI	ENVIROMENTAL IMPROVEMENT FUND	70,924.69
03/25/2022	134480	TOTAL TOOL	HWY CHAIN	68.00
			HWY PICCO SUPER	71.80
				<u>139.80</u>
03/25/2022	134481	TRUCK & AUTO ELEGANCE	HWY HANDHELD CONTROLLER	144.00
03/25/2022	134482	US BANK EQUIPMENT FINANCE	ENG PLOTTER LEASE	446.26
03/25/2022	134483	WOLF CONSTRUCTION COMPANY	ENG PAUL RD/JOSEPH RD PMT 4	20,296.75
03/30/2022	134484	PEWAUKEE POST MASTER	ENGINEERING - OPERATING SUPPLIES	800.00
			OPERATING SUPPLIES	800.00
				<u>1,600.00</u>
03/31/2022	134485	AIR ONE EQUIPMENT	FD SUPER VAC CARBIDE CHISEL CHAIN	270.00
03/31/2022	134486	AIRGAS USA	FD OXYGEN	166.43
			FD OXYGEN	254.79
				<u>421.22</u>
03/31/2022	134487	ALISON GEANON	P&R PROGRAM REFUND	20.00
03/31/2022	134488	ASPEN HOMES	BLD 210817 OCCUPANCY BOND REFUND	500.00
03/31/2022	134489	BANK OF FLOWERS	SW FLOWERS	80.00
03/31/2022	134490	BATTERIES PLUS LLC	SW BATTERIES	33.47
03/31/2022	134491	BOB MIKO	P&R PROGRAM REFUND	20.00

Check Date	Check	Vendor Name	Description	Amount
03/31/2022	134492	CAROL HAMILTON	P&R PROGRAM REFUND	10.00
03/31/2022	134493	CHERRIE LARSON	P&R COOKING ADVENTURES	336.00
			P&R KIDVENTURES PAY CORRECTION	103.20
			P&R LEARN & PLAY SESSION 3	280.80
				720.00
03/31/2022	134494	CONCENTRA MED COMPLIANCE ADMIN	HR EXAMS	60.00
03/31/2022	134495	CORE & MAIN LP	SW DRAIN PLUNGER, GASKET	316.68
03/31/2022	134496	ELLIOTT ACE HARDWARE	P&R HITCH PINS	15.07
03/31/2022	134497	EPR SYSTEMS USA INC	IT FIREWORKS RENEWAL PFD	14,401.00
03/31/2022	134498	EVELYN GRACE	P&R PROGRAM REFUND	10.00
03/31/2022	134499	GRAINGER	SW SUMP PUMP VERTICAL FLOAT	271.36
			SW DISPOSABLE GLOVES	223.20
				494.56
03/31/2022	134500	HAWKINS, INC.	SW SPARE PARTS KIT	681.80
03/31/2022	134501	HERBERT JERKE	P&R PROGRAM REFUND	20.00
03/31/2022	134502	HUMPHREY SERVICE PARTS, INC	HWY EQUIP REPAIR	103.86
03/31/2022	134503	J&L TIRE AND SERVICE CENTER	FD TIRES	195.42
03/31/2022	134504	J.H. HASSINGER, INC.	SW WELL 5 ROOF REPAIR PMT 3	12,949.45
03/31/2022	134505	KELLY TARCZEWSKI	CT MILEAGE AND WELLNESS REIMBURSEMENT	38.40
03/31/2022	134506	KMB ELECTRIC	IT RUN CABLES TO ASSESSORS OFFICE	435.64
03/31/2022	134507	LAURA WORCESTER	P&R PROGRAM REFUND	10.00
03/31/2022	134508	LEAGUE OF WI MUNICIPALITIES	IT CYBER SECURITY WEBINAR	25.00
03/31/2022	134509	LIFE-ASSIST INC	FD SAFETY RESTOCK	197.18
			FD SAFETY RESTOCK	950.08
				1,147.26
03/31/2022	134510	LITHO-CRAFT	SW BILLING STATMENT PAPER	344.00
			SW ENVELOPES	713.00
				1,057.00
03/31/2022	134511	MENARDS	P&R BALMER BLDG MAINTENANCE	73.22
			P&R FLAT WASHERS	7.11
			P&R DRIVE CLEAT, PIPE HANGER	7.67
			P&R RANGE ELEC SS	1,079.00
			P&R SUPER IRON OUT	19.50
			P&R CEDAR MULCH	15.16
			P&R DRILL BITSET, CARR BOLT, LOCK NUT, W	54.11
			HWY WIRE LOCK, BENT PIN	13.13
			HWY BENT PIN	4.99
			HWY POST MOUNT	121.15
			SW PVC PIPE, ADAPTER	16.49
			SW ADAPTER, COPPER	44.75
			SW RUBBER CHECK VALVE	9.99
			SW ELBOWS, COUPLINGS, NIPPLES, TEFLON TA	71.36
			SW PUSH BROOM	39.98
			HWY CREDIT FOR BENT PIN	(3.99)
				1,573.62
03/31/2022	134512	MIDSTATES RECREATION	P&R CLUMMING CLEAT, WASHER, BOLTS	277.80
03/31/2022	134513	MIDWEST METER INC.	SW ORION REMOTE	896.00
			SW ORION REMOTE	3,594.95

03/31/2022 11:00 AM

User: MCMILLIAN

DB: City Of Pewauke

CHECK REGISTER FOR PEWAUKEE

CHECK DATE FROM 03/17/2022 - 03/31/2022

Page: 5/5

Check Date	Check	Vendor Name	Description	Amount
				4,490.95
03/31/2022	134514	NAPA	SW BLISTER PACK CAPSULES	11.39
			SW FINANCE CHG	1.35
				12.74
03/31/2022	134515	OFFICE DEPOT	BLD OFFICE SUPPLIES	18.38
03/31/2022	134516	PLUMBING INSPECTORS ASSOC OF SOUTHE	BLD MEMBERSHIP RR	40.00
03/31/2022	134517	PREMIUM WATERS, INC	P&R WATER	54.49
03/31/2022	134518	SCADATEC	SW ANNUAL SUPPORT & MAINTENANCE	300.00
03/31/2022	134519	SCHOOL DISTRICT OF MENOMONEE FALLS	P&R CLASSES	495.00
03/31/2022	134520	SHARON VITEK	P&R YOGA REFUND	49.50
03/31/2022	134521	STACI JOERS	P&R COOKING WITH CLASS	396.00
03/31/2022	134522	TIME FOR ME	P&R MUSIC MAKERS AND MORE	455.00
03/31/2022	134523	USPS	P&R POSTAGE FOR GUIDES	2,392.93
03/31/2022	134524	VERIZON	SW TELEPHONE/SCADA	376.38
			FD MDC AIR CARDS	137.95
				514.33
03/31/2022	134525	VILLAGE OF PEWAUKEE	CT DOG LICENSE FOR VILLAGE	12.00
03/31/2022	134526	WERNER ELECTRIC	SW 480V COIL	1,039.05
03/31/2022	134527	WESTRIDGE BUILDERS	BLD 210778 OCCUPANCY BOND REFUND	500.00
03/31/2022	134528	WI RURAL WATER ASSOCIATION	SW CONFERENCE REGISTRATION	285.00
100 TOTALS:				
Total of 104 Disbursements:				1,108,555.79

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 4.**

DATE: April 4, 2022

DEPARTMENT: Planning

PROVIDED BY:

SUBJECT:

Discussion Regarding the Community Development and Building Services Annual Report for 2021 [Fuchs]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Annual Report 2021



Office of the Planner & Community Development Director
W240 N3065 Pewaukee Road
Pewaukee, Wisconsin 53072
Phone (262) 691-0770 Fax (262) 691-1798
fuchs@pewaukee.wi.us

Community Development & Building Services Annual Report: 2021

Prepared for:

Mayor Steve Bierce
City of Pewaukee Common Council
City of Pewaukee Plan Commission

Prepared by:

Nick Fuchs, Planner & Community Development Director
Ami Hurd, Deputy Clerk & Community Development Coordinator
Building Services – Shawn Olson, Barb Tsoris, Randy Romens, Corry Eifert, Charlie Dwyer

City of Pewaukee Purpose Statement: It is our purpose to sustain a safe, fiscally sound, and thriving community for City of Pewaukee residents, businesses, property owners, and visitors.

Part 1: Community Development

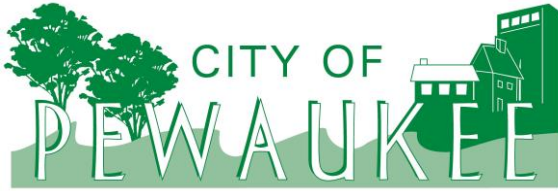
INTRODUCTION

The City of Pewaukee's Community Development Department oversees planning, zoning, and nonresidential development activities and is responsible for administration of the City of Pewaukee's Zoning Code and implementation of the City's Comprehensive Master Plan. A primary responsibility of the Department is to coordinate development applications and submittals with other City departments, boards, commissions, and public officials.

Other responsibilities include assisting with the preparation of resolutions and ordinances; Conditional Use Permits; municipal code amendments, primarily related to Chapter 17 Zoning; review of new home and other building permits; review and approval of Business Plan of Operation Applications and Sign Permits; providing zoning letters; and assisting with complaints and property maintenance enforcement issues.

The Department also provides staff support to the Plan Commission and assists the Clerk's Office with the Zoning Board of Appeals. Further, the Community Development Department serves as the economic development arm of the City and acts as a liaison for businesses and property owners. Generally, the Department strives to be responsive and provide information to the general public, businesses, and property owners in a timely manner.

This report provides a summary of the Community Development Department's activities during **2020** related to the review of permits and applications, special projects, and community growth issues. To put



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the activity in some perspective, this report also contains a table outlining quantities for different permit types from previous years. Please note that this is not a comprehensive list of projects, applications, reviews, or undertakings of the Department.

Going into 2022, the Department has set the following Department Goals:

- Continue the Zoning Code update/rewrite process
- Continue review of future land use designations
- Continue to develop process efficiencies
- Promote the development of certain key sites within the City
- Continue to work with the Pewaukee sustainability citizen group and explore opportunities to implement elements of the Propelling Pewaukee Sustainability Plan
- Assist in the planning and fundraising efforts for an all-inclusive playground and splash pad at the Pewaukee Sports Complex

ZONING AND LAND DIVISION ACTIVITIES

Municipal Code Amendments

The following Zoning and Municipal Code amendments were brought forward in 2021 by or with assistance from Community Development. The Common Council's action on each item is noted below.

- Sign Code Amendment to allow limited use of electronic message board signs for restaurants. This amendment was denied by the Common Council at their June 21, 2021 meeting.
- Changes to Chapter 4 Fire Code as required by the State for municipal plan review delegation purposes. The revisions were approved at the June 7, 2021 Common Council meeting.
- Short-term ordinance to provide regulations and process requirements for short-term rentals as allowed by the state. The ordinance was approved and adopted at the October 18, 2021 Common Council meeting.
- Historic Preservation Ordinance was brought forth by staff and approved by the Common Council at their November 15, 2021 meeting.

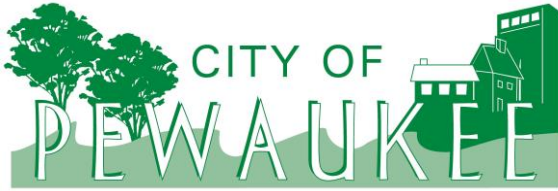
Comprehensive Master Plan Amendments

Only the City's new Department of Public Works garage required an amendment to the Year 2050 Land Use/Transportation Plan of the Comprehensive Master Plan in 2021. This was brought forward as part of the rezoning request to provide consistency between the zoning and planned future land use of the property as required by State Statute.

Rezoning

The city approved four rezoning requests in 2021, which are all noted below.

- Century Fence outdoor storage yard



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- Aukofer property land division
- The City's DPW garage
- Yench, LLC land division

The City also denied a rezoning request submitted by Interstate Partners for a proposed multifamily apartment development upon property located at the northwest corner of North Avenue and Watertown Road.

Land Divisions and Combinations (Certified Survey Maps and Plats)

Often property owners or developers propose to subdivide existing parcels or combine multiple properties into a single lot. Minor land divisions (4 lots or less) may be done via Certified Survey Map, while creating five or more lots requires review and approval of a Preliminary and Final Plat. Note the City also reviews Condominium Plats.

Certified Survey Maps

- Shady Lane
- The Glen at Parkway Ridge (re-approval)
- Knutson/Prospect Avenue
- Aukofer/Northview Road
- Yench, LLC/Yench Road
- Klumb Holdings (Badgerland Supply)/Homewood Court
- Hansen/Duplainville Road

Preliminary Plats

- Greenland Subdivision (formerly Cardinal Meadow) re-approval

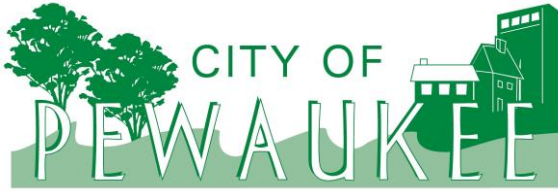
Final Plats

- Woodleaf Reserve Addition No. 3
- Swan View Farms Addition No. 1

Conditional Use Permits

Conditional Use Permits are required for certain uses based upon individual zoning districts. The Zoning Code also allows unspecified uses to be reviewed through the Conditional Use process. Applicants must present substantial evidence that the use is appropriate within a zoning district and the City must present substantial evidence in granting or denying the proposed use. Below are Conditional Uses that were approved in 2021.

- Team Chudy, LLC
- Zeilhofer Properties, LLC
- Octane Coffee
- TI Investors/Amazon
- Urban Slopes
- Interstate Partners/Marincic apartments (PUD)
- GE Healthcare Amendment
- Rivers Edge Apartments
- Michael's House of Prime (withdrawn)



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Conceptual Reviews

Concept Reviews allow applicants to discuss a potential development with the Plan Commission and receive preliminary input. This process step is optional, but for larger developments or if a rezoning or Comprehensive Master Plan Amendment is needed, a concept review is typically encouraged. Applicants are generally supportive and want to take advantage of this opportunity and process, prior to investing significant time and money on site and building plans.

There were six Conceptual Review Applications submitted in 2021.

Site & Building Plans

New developments and more significant additions or remodeling projects require a Site & Building Plan Application and review and approval by the Plan Commission. At times, for more minor projects, staff will require a Minor Site Plan Amendment Application, which then gets routed to different departments for review, but only requires staff approval. Below are Plan Commission reviewed Site & Building Plan Applications for 2021.

- Waukesha Gun Club
- Zeilhofer Properties storage building
- Octane Coffee
- TI Investors/Amazon
- Klumb Holdings/Badgerland Supply
- Century Fence outdoor storage and landscaping
- Lakewood Baptist church building and parking addition
- Pewaukee DPW garage
- Interstate Partners/Marincic apartment development

It can also be noted that the Plan Commission reviewed revised building elevations for The Glen at Parkway Ridge development as well as potential building and sign changes for Generac, which was referred to as “Project Delta” at the time.

A few of these projects are featured below.

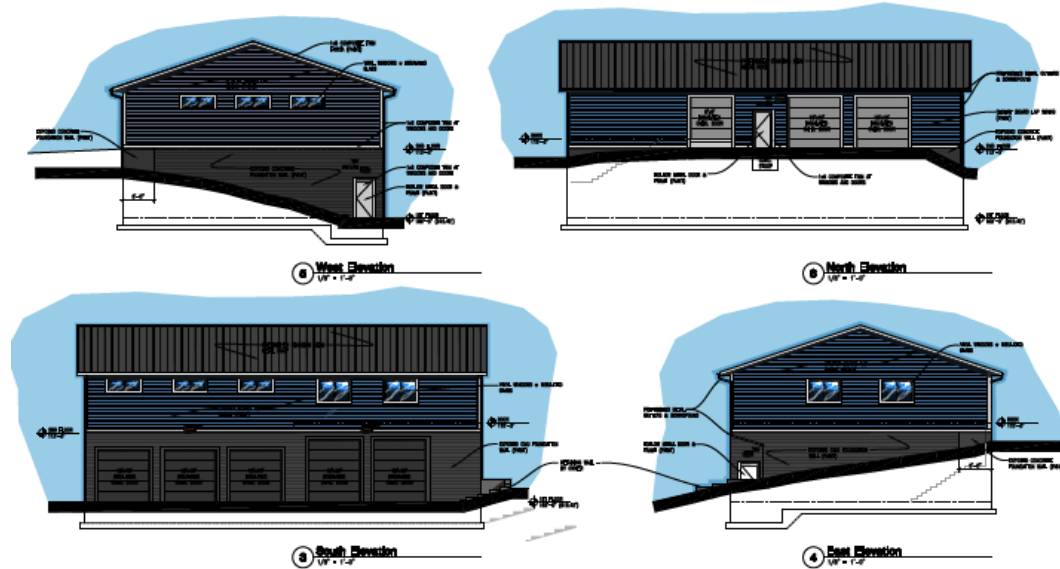


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*Zeilhofer Properties, LLC storage building
N4W22540 Bluemound Road
7,600 square foot building*



*Octane Coffee
W229N1400 Westwood Drive
160 square foot automated coffee shop*



Office of the Planner & Community Development

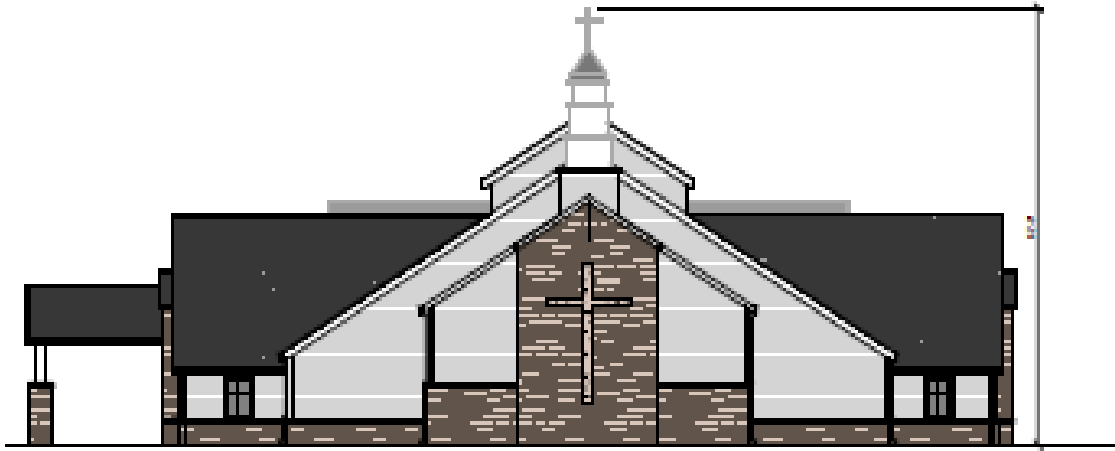
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WEST ELEVATION

Lakewood Baptist Church

W274N1490 Riverland Drive

18,337 square foot building additions, plus parking and landscaping modifications



Pewaukee DPW Garage

W225N3131 Duplainville Road

61,600 square foot DPW garage building and 41,000 square foot recycling yard



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Variances

Variance requests are heard by the Zoning Board of Appeals (ZBA), which is staffed by the Clerk's Office. Individual projects and requests are reviewed by the City Planner. In 2021, the following two variance requests were reviewed by the City Planner and ZBA.

- Kings Way Homes
- Warrior Homes

Zoning Compliance Letters

Zoning letter requests range anywhere from simply identifying the current zoning of a property to a time-consuming investigation of previous approvals and the history of a property. Twelve letters were written in 2021.

Development Review Team Meetings

At these monthly meetings, applicants meet with staff to discuss their projects in detail. This is an important and valuable step in the process and allows applicants to revise plans prior to Plan Commission to address staff concerns and any code issues. Following these meetings, applicants submit final plans for review and staff prepares a report for the Plan Commission that includes staff's final comments and recommendations.

These meetings have not been occurring throughout the COVID-19 pandemic; however, it is a goal to hold the meetings in the future, particularly for large-scale projects.

Special Projects

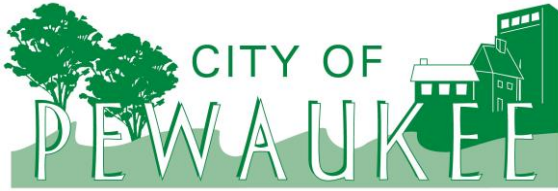
Towards the end of the year, staff began more diligently working on rewriting the city's Zoning Code. This is a project that will continue throughout 2022 and into 2023.

The Community Development and Parks & Recreation staff have been planning and pursuing funding for an all-inclusive playground and splash pad project at the Pewaukee Sports Complex. This project will also continue throughout 2022 and into 2023.

ECONOMIC DEVELOPMENT

Staff's approach to economic development includes meeting with developers, businesses, and property owners as needed to work through property and development issues to potentially make a development project or business location feasible in Pewaukee. This is done on an almost daily basis.

Further, as time permits, Staff attends special events, such as ground breakings, grand openings, and networking events. 2021 continued to be an odd year due to COVID-19; however, many more events were held, at least under a virtual format, compared to being cancelled like in 2020. Unfortunately,



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networking is not very feasible in a virtual conference setting. With that said, below are several events attended, either in-person or virtually, in 2021.

- 2021 Future of Cities (Richard Florida)
- Biz Times Commercial Real Estate & Development Conference
- Create Healthy Communities Through Parks & Splash Pads
- Effective Electronic Public Meetings
- Building WI Communities (Ehlers)
- Pushing the Envelope on Digital Fundraising
- Shoreland Zoning & Subdivision Regulation webinars (The Center for Land Use Education)

OTHER PLANNING ACTIVITIES

In addition to the tasks above, on a daily basis staff will answer questions from residents, business owners, developers, and brokers. Staff is also continually reviewing future land uses and ordinances and proposing changes or initiating further discussions as may be needed. Finally, Community Development staff is also responsible for updating and distributing the state required annual Housing Affordability Report and New Housing Fee Report.

Part 2: Building Services

INTRODUCTION

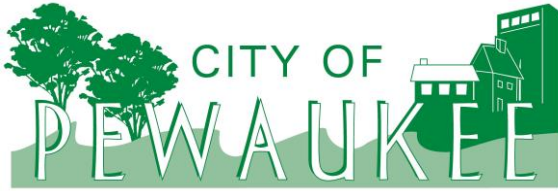
The Building Services Department reviews, processes, and issues building related permits for both residential and nonresidential development. The Department handles all permit types including new Residential and Commercial Building Permits, building additions and remodels, plumbing permits, electrical permits, and HVAC permits. The Department also issues Zoning Permits, Business Plan of Operations Applications, and Sign Permits.

In addition, Building Services investigates and responds to all property maintenance complaints.

Building Services staff also fulfills the agreement with the Village of Pewaukee, providing the Village with Inspection and Property Maintenance services. Based upon a renegotiated agreement, in 2021 the City received \$1,200 per month to cover administrative services and 65% of the permit fees. This totaled \$131,055.73.

Going into 2022, the Department has set the following Department Goals:

- Continue providing a high level of customer service



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- Inspections scheduled within 24 hours
- Residential plan reviews completed and permits issued within ten business days
- Complaints reviewed and inspected within one week
- Acceptance of certain permits online with BS&A, including accepting credit card payments
- Creation of an internal process/procedure manual

PERMITS

Business Plan of Operations

Permitted Uses within zoning districts require a Business Plan of Operations Application to ensure a particular use is allowed and compliant with the zoning district standards.

Building Permits

Despite the pandemic, 2021 not only continued to show a high activity level in permitting with 3,252 permits issued in total, but that is nearly double the total number of permits issued in 2020. A further breakdown can be found in the table at the end of this report.

It can be further noted that, with 119 new home permits, 2021 had the largest number of new homes in recent history.

CODE ENFORCEMENT/PROPERTY MAINTENANCE

The City responded to and enforced as necessary on 103 code enforcement and property maintenance complaints in 2021.

OTHER BUILDING SERVICES ACTIVITIES

Related to the Department's focus on customer service, significant time is spent answering resident inquiries and questions from contractors in a timely manner. Anecdotally, it is safe to say the Building Services phone is consistently ringing. The office takes roughly one hundred or more calls per day on average.

Residents, contractors, business owners, etc. also frequently stop in the office to seek assistance from staff.

ANTICIPATED PROJECTS IN 2022

Major projects envisioned for the Community Development and Building Services Departments in 2022 include:



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Community Development

- Review of current and incoming projects and applications. Submittals already under review in 2022 include:
 - Wistl Rezoning and Site & Building Plan Review Application
 - Interstate Partners Green Road Commerce Center development
 - Interstate Partners Ridgeview Apartments
 - Momentum Early Learning childcare facility
- Complete rewrite of the City's Zoning Code
- Continued assistance with the all-inclusive playground and splash pad project at the Pewaukee Sports Complex.

Building Services

- It is anticipated that with the approval of the Swan View Farms Addition No. 1 subdivision, the Greenland subdivision, and Woodleaf Reserve additions, 2022 will continue to include an increasing number of Building Permits for new single-family homes.
- It is also anticipated that Neumann Developments will continue submitting Building Permits for The Glen at Parkway Ridge Condominium Development.
- The Waters senior living community is under construction and will require a significant number of inspections with 161 total units.

SUMMARY

Below is a table that summarizes the quantity of application types and activities over a 5-year period for both the Community Development Department and Building Services. It can be noted that a project submitted to the Department may often consist of a number of separate applications. For example, a single project could include a Certified Survey Map, Conditional Use, and Rezoning. The Department tracks all applications within a project separately.



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Community Development Department	2017	2018	2019	2020	2021
Chapter 17 Zoning Code Amendments	5	1	0	3	1
Other Municipal Code Amendments	0	1	0	0	3
Comprehensive Master Plan Amendments	0	0	6	2	1
Rezoning Applications	4	9	14	6	5
Certified Survey Maps/Land Combinations	6	10	18	7	7
Preliminary Plats	0	4	2	0	1
Final Plats	0	1	0	1	2
Conditional Use/Planned Development Districts	0	0	1	0	1
Conditional Use Permits	3	7	7	6	7
Conditional Use Amendments	0	0	0	0	1
Conceptual Reviews	6	8	3	0	6
Site Plans & Site Plan Amendments	7	11	10	10	9
Minor Site Plan Amendments	0	1	0	0	4
Right of Way Vacations	0	0	1	0	0
Variances	3	3	7	4	2
Zoning Board of Appeals meetings	3	3	8	4	3
Zoning Compliance Letters	-	2	6	13	12
Plan Commission meetings	8	12	11	9	11
Common Council meetings	23	23	25	14	22
Miscellaneous (general planning and land use discussions, Plan Commission determinations, kennel licenses, etc.)	17	7	6	15	14
Special Events (grand openings, ground breakings, Chamber of Commerce events, conferences, etc.)	-	2	4	6	8
Building Services Department	2017	2018	2019	2020	2021
Chapter 14 Building Code Amendments	0	1	0	0	0
Business Plan of Operation Applications	51	45	38	18	50
Building Permits (does not include new homes)	341	297	325	336	499
Building Permits - New Homes	69	45	36	35	119
Culvert Permits	2	4	7	1	0
Electrical Permits	510	534	570	506	1,078
Erosion Control	78	51	46	39	100
HVAC Permits	361	347	343	323	690
Plumbing Permits	489	423	396	384	635
Sign Permits	23	20	32	31	32
Zoning Permits	47	48	47	71	99
Complaints/Enforcements, including Building and Zoning	115	124	117	57	103

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 5.**

DATE: April 4, 2022

DEPARTMENT: PW - Stormwater

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding the 2021 MS4 Annual Report [Wagner].

BACKGROUND:

The Wisconsin Department of Natural Resources (WDNR) requires we complete an annual report for our NR216 permit. Attached is our 2021 MS4 Annual Report submitted to the WDNR on March 31, 2022.

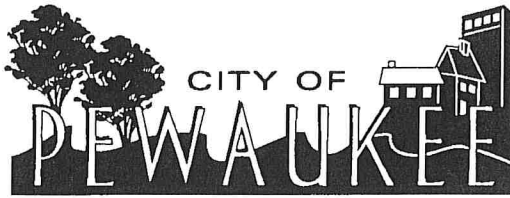
FINANCIAL IMPACT:

RECOMMENDED MOTION:

ATTACHMENTS:

Description

Annual MS4 Report 2021



Department of Public Works
Engineering Division
W240N3065 Pewaukee Road
Pewaukee, WI 53072
(262) 691-0804 Fax: (262) 691-5720

Memorandum

To: Magdelene Wagner, P.E.
From: Richard J. Wirtz, P.E., CFM
Subject: City of Pewaukee Annual MS4 Report for 2021
Date: March 31, 2022

The Wisconsin Department of Natural Resources changed the format of the annual report to an electronic filing process as of 2017. The eReporting system provides the DNR a standardized method and form for receiving reports from permitted communities who must report on specific program components and the measurable goals of their permit. However, this standardized method of reporting may not provide enough information to interested residents or elected officials of the City who are unfamiliar with the programs and processes required by the City's MS4 permit. As in the previous five reporting cycles, we are providing a brief summary report to be posted on the City's website and provided to members of the Common Council which briefly describes the major components of the City's permit, the measurable goals of these components, the results achieved during the reporting year and any recommended changes to the programs. This summary report as well as the information provided in Items B through Item F were submitted to the DNR along with the City's eReport. A copy of the 2021 eReport filed with the DNR is attached at the end of the report as Item A.

CITY OF PEWAUKEE
ANNUAL REPORT TO
THE DEPARTMENT OF NATURAL RESOURCES
IN ACCORDANCE WITH
NR216 PERMIT REQUIREMENTS

SUBMITTED MARCH 31, 2022

Illicit Discharge Detection and Elimination/Spills Response Program

Description of Program

The purpose of the Illicit Discharge Detection and Elimination program as well as the Spills Response program is to prevent harmful substances from entering the City's Municipal Separate Storm Sewer System (MS4) and being discharged to waters of the state. The Illicit Discharge Detection and Elimination program incorporates field screening procedures of 20 major outfalls for the purpose of detecting, investigating, and eliminating discharges to the MS4 system which are not entirely composed of storm water. The Spills Response program is a procedure for responding to, investigating and remediating material spills which could enter the City's MS4 system.

Measurable Goals

Perform field screening of the City's major outfalls to determine if illicit discharges are occurring, document the findings, trace any illicit discharges to the source and have the source removed. The measurable goal of the Spills Response program is to document and report on the spills reported to the City and to ensure the spills are mitigated.

Results Achieved

City staff performed biannual field screening of the 20 major outfalls identified in its plan. There were no illicit discharges detected during the field screening program.

The City of Pewaukee Fire Department (PFD) responded to 4 spills in the past reporting year; three of these occurred either on Waukesha County Highway or Wisconsin State Highway property. The fourth spill occurred on August 4, 2021, at W231 N1125 Redford Boulevard. Workers on the site were crushing 55-gallon oil drums and were unaware of oil leaking out of the drums. An estimated 50 to 60 gallons of oil were reported to have been spilled. Workers on site were in process of cleaning the spill with oil dry.

City Staff responded to two illicit discharges during the reporting year. The first occurred on July 21, 2021, when the Director of Public Works and Utility Manager witnessed sewage coming out of a manhole at N25 W23040 Paul Road. Sandbags were placed in the curb line and on the downstream end of a nearby crossing culvert to prevent any discharge from leaving the area. The building owner was notified of the problem and subsequently contracted with a local firm to clean, televise, and repair the line. The cause of the discharge was an obstruction and leaking joint in the buildings sanitary lateral.

The second illicit discharge occurred on August 24, 2021 and involved a City contractor pumping disinfection water (i.e., chlorinated water) from City Well No. 1 to a nearby storm inlet. Complaints of a chemical smell were made by City Staff to the Director of Public Works. The Contractor was informed that water discharged to the City's storm sewer system must have a residual chlorine concentration at or below that of potable water. The contractor did not immediately know the chlorine concentration level in the discharge and was informed to cease the discharges. No chlorine odor or other chemical smell was noted at the storm sewer inlet or at the system outfall. Approximately 7500 gallons of disinfection water were estimated to have been pumped into the storm sewer system.

Describe Any Planned Changes to the Program

City staff have been unable to complete a re-evaluation of the outfalls selected for field screening in 2021. The City's MS4 map needs to be revised based upon inventory data collected on the City's storm sewer system between 2014 and 2016 and to account for new MS4 systems from recent residential developments. Staff anticipate updating the City's MS4 map and re-evaluating the program in conjunction

with the preparation of a comprehensive storm water management plan to be conducted beginning in 2022. Any program re-evaluation will be consistent with the recommendations provided in DNR program guidance document 3800-2012-01.

Construction Site Pollutant Control

Description of Program

The City regulates land disturbing activity according to Chapters 14 and 19 of the Municipal code. Chapter 14 of the Municipal Code pertains to the design, construction, alteration, demolition and moving of buildings and structures within the City and associated land disturbing construction activities. The requirements of this chapter are regulated and enforced by the City's Building Inspection Department. Chapter 19 of the Municipal Code pertains to construction site erosion control, post construction site storm water management and illicit discharges. Regulation and enforcement of the requirements of this chapter are conducted by the City's Engineering Department. The construction site erosion control requirements of Chapter 19 of the Municipal Code are consistent with the provisions of NR 216 and the performance standards of NR 151 of the Administrative Code.

Measurable Goals

The Engineering Department reviews proposed development for conformance with the erosion control requirements of Chapter 19 of the Municipal Code and issues a Certificate of Permit Coverage for development plans meeting the requirements of the ordinance. The Department and its consultants also conduct weekly and post 0.5-inch rainfall event compliance inspections of permitted construction sites for the purpose of maintaining compliance with Chapter 19 of the Municipal Code. A report is generated for each inspection performed and provided to the owner/designated representatives of the permitted site. The compliance inspection reports detail any maintenance to be performed, deficiencies noted and/or additional BMP's required to maintain compliance. Sites which are out of compliance are subject to enforcement which can include issuing Notices of Noncompliance, Notices of Violations, issuing fines, posting stop work orders, requiring enforcement conferences and revoking permits.

The Building Inspection Department issues erosion control permits for land disturbing construction activities associated with buildings and structures. Inspections of the erosion control best management practices are performed on sites with disturbances less than 1 acre in area. Inspections are performed each time the Building Inspector is on a site having an erosion control permit.

Results achieved

The Engineering Department issued eleven erosion control permits for new development and conducted approximately 517 compliance inspections in 2021. Seven Notices of Noncompliance, five Notices of Violation, and \$1500.00 in Recommendations for Fines were issued during the reporting year. City Staff (not including consultant time) spent approximately 404 hours conducting compliance inspections, reviewing erosion control plans and reports, and enforcing the City's erosion control ordinance.

The Building Inspection Department conducted approximately 59 erosion bond and 146 erosion control inspections in 2021.

Describe Any Planned Changes to the Program

None at this time.

Post-Construction Site Storm Water Management

Description of Program

The City regulates post-construction site storm water management according to Chapter 19 of the Municipal code. The post-construction storm water management requirements are compliant with the applicable provisions of NR 216 and the performance standards contained in NR 151 of the Administrative Code regarding infiltration and TSS reductions. However, the City's ordinance is more restrictive than the performance standards contained in NR 151 in terms of the pre- and post-developed discharge rates from the developed site. The City's ordinance requires the peak discharge from the 1, 2, 10 and 100-year storm events from the post developed site be at or below the peak discharge rates from the site under pre-settlement conditions. Post construction site storm water management practices are required to be maintained and the City requires a maintenance agreement be executed and recorded at Waukesha County Register of Deeds for the perpetual maintenance of the practices.

Measurable Goals

The City reviews proposed development plans for conformance with the post-construction site storm water management requirements of Chapter 19 of the Municipal Code and issues a Certificate of Permit Coverage for development plans meeting the requirements of the ordinance.

Results Achieved

The City issued five permits for post-construction site discharges from new development in 2021. City Staff and consultants have conducted reviews of submittals for twelve different proposed developments for compliance with the post-construction site storm water management requirements of the Municipal Code during the reporting year. This accounted for approximately 223 hours of City Staff time.

Describe Any Planned Changes to the Program

The City is in the process of documenting its storm water management program and formalizing procedures for inspection and tracking of existing storm water management facilities built to comply with Chapter 19 of the Municipal Code and NR 216 and NR 151 of the State Statutes. This work has been delayed by the review, permitting and enforcement of the City's construction site erosion control and post-construction site storm water management ordinance. To date the bulk of the program has been documented and forms have been created for the inspection of various storm water management practices. Remaining work items include documenting the procedures for the inspection of the existing storm water management facilities, and a program for the tracking of inspections, maintenance, and enforcement of the post-construction site BMP's. City Staff continue to locate and compile available data on the existing storm water management facilities that have been constructed over the years. This data will aid in the inspection of these facilities and determine what agreements are in place for the maintenance of these facilities.

Pollution Prevention

The City is required to implement a variety of programs under the Pollution Prevention criteria identified within its WPDES permit. These programs include:

1. Inspection, maintenance, and inventory of post-construction site storm water management facilities.
2. Catch basin cleaning program.
3. Street sweeping program.
4. Winter road management program.
5. Leaf management program.
6. SWPPP for municipal facilities.
7. Nutrient management plan for municipal properties with pervious surfaces over 5 acres.
8. Management procedures for unplanned water main discharges.
9. Other Reportable Results.

The following will provide a brief summary of each of the above programs, identify the measurable goals (if any), the results achieved and any planned program changes or improvements.

Inspection, Maintenance, and Inventory of Post-Construction Site Storm Water Management Facilities

Description of Program

The program consists of an inventory of the existing storm water management facilities and ensuring the facilities are properly maintained to perform according to the performance standards used for the design of the facility. The City owns eight municipal facilities between Wagner Park, the City Hall Campus, and the Pewaukee Sports Complex. Additional City storm water management facilities are under construction with the development of the new highway garage on Green Road.

Measurable Goals

In 2010 the City identified through aerial photographs approximately 192 facilities within the municipal boundaries that were potential storm water BMP's implemented to control post-developed discharges and/or provide for TSS reduction. A significant amount of information still needs to be collected from available City records in order to complete the inventory and conduct inspections of these facilities.

The inventory includes such items as the location, general condition, age, and ownership of each facility; whether a long-term maintenance agreement exists for the facility; the general design of the facility; results of any previous inspections; and completion of any previously recommended maintenance and repairs.

The City is required to inspect and maintain the BMP's on municipal property that are necessary to meet the storm water management requirements for discharge and/or water quality at the time of construction. These facilities are located in Wagner Park (2 wet ponds and a biofiltration device), the Pewaukee Sports Complex (2 wet ponds, an infiltration pond, and a dry pond), and City Hall Campus Site (a biofiltration device).

Results achieved

As indicated previously, City Staff have begun and continue to locate and compile available data on the existing storm water management facilities that have been constructed over the years. To date,

approximately 30 pond asbuilts, 36 maintenance agreements and 98 storm water management plans have been located and scanned into the City's network.

All eight municipal facilities were inspected by City Staff during the reporting period. Inspections of the City owned facilities indicated all three facilities at Wagner Park and the two wet ponds at the Sports Complex require maintenance. City Staff also conducted two inspections of privately owned storm water management ponds and received an additional 8 inspection reports from private facility owners.

Describe Any Planned Changes to the Program

The completion of the inventory is still lagging due to the time requirements of other permit programs. As time allows staff will work on the completion of the inventory, preparation of inspection forms and the development of procedures for conducting and tracking inspections. This work element shares many of the same components which are being developed as a part of the Post Construction Site Storm Water Management Program.

Catch Basin Cleaning Program

Description of Program

The City identified 12 catch basins along Peterson Drive in 2005 to be inspected and cleaned annually when the program proposal was initially created. This list has been expanded to include an additional 69 catch basins along Green Road which were installed as a part of a road construction project in 2013. This program has also been expanded to include the maintenance and repair of the City's existing storm sewer structures.

Measurable Goals

To ensure the continued function of the MS4 system and to remove sediment deposits from the system.

Results achieved

Approximately 19 tons of solids were removed as a result of catch basin cleanings in 2021. Additionally, 5 storm sewer structures were repaired by the Highway Department in 2021. The City released a contract in late 2020 for the repair or replacement of approximately 228 storm sewer structures. This contract was carried over into the 2021 reporting period at which time approximately 172 storm sewer structures had been repaired or replaced. Additionally, 7 inlets were repaired or replaced as a part of the Meadowbrook Farms Phase 1 paving project which was also released in 2021.

Describe Any Planned Changes to the Program

The program needs to be updated to include the catch basins installed along Green Road and to include the maintenance and repairs of the storm inlets and manholes that have been occurring annually over the last seven years. Previously storm sewer structures were repaired in conjunction with road reconstruction and road maintenance projects as a part of the City's road program. Due to the number of structures requiring immediate attention, maintenance efforts have been accelerated. From 2015 to 2019 over 446 storm sewer structures have been repaired or replaced.

Street Sweeping Program

Description of Program

The City Highway Department is responsible for the sweeping of the City Streets. The current program consists of sweeping all City streets once in the spring (as soon as the snow melts) and sweeping once in

the fall all City streets with a curb and gutter cross-section. City streets around the lake are swept more frequently in the fall to keep leaves out of the storms sewer system. Additionally, City crews sweep arterial streets once per week for 1.5 months in the spring (as soon as the snow cover permits).

Measurable Goals

To remove sediment and debris from the road surface and gutter line prior to being transported by runoff into the City's MS4 system.

Results Achieved

Approximately 156 hours were spent sweeping 1306 miles of streets in 2021. This effort removed approximately 57 tons of solids prior to entering into the City's MS4 system.

Describe Any Planned Changes to the Program

None at this time.

Winter Road Management Program

Description of Program

The winter road management program prescribes the methodologies and guidelines for the removal and control of snow and ice buildup on the City's streets. The City Highway Department is responsible for establishing the procedures, methods, equipment, and labor to implement the program. Details of the program evolve coincident with the evolution of technology and experience within the department regarding snow and ice removal.

Measurable Goals

The goal of the program is to maintain the roadway in a safe driving condition within the limitations of resources, climactic conditions, preservation of the driving surface and environmental concerns. In balancing these concerns, the department is recommended to strive for "passable roadway" conditions on the driving lanes during the storm event. A "passable roadway" is defined as a roadway surface that is free from drifts, snow ridges and as much ice and snowpack as is practical and can be traveled safely at reasonable speeds.

Secondary to maintaining safe driving conditions is the reduction of the amount of salts used during a winter storm event. To this extent the City has invested in equipment which allows for the use of a salt brine for pre-wetting of salt or as a stand-alone pre-treatment of the pavement surface. As a stand-alone pre-treatment, salt brine helps to prevent ice/snow from bonding to the pavement surface thereby providing for easier removal during plowing operations. When used to pre-wet dry salt prior to application to a pavement surface, the brine helps to maintain the salt on the pavement surface rather than be displaced into the ditch or curb line. In either case the salt brine is anticipated to reduce the amount of dry salt required to achieve a "passable roadway."

The equipment utilized by the Highway Department is calibrated annually. Salt applications are set based upon the ground speed of the vehicle and the temperature of the pavement. The brine solution used for pre-wetting the salt is set not to exceed 10 gallons per ton with 8 gallons per ton being typical.

City Staff from the Highway Department attend training periodically regarding winter management operations. The last training event was held in 2016 (Smart Salting Level 1) with seven members of the

Highway Department attending. Two City Staff members from the Engineering Department attended the Wisconsin Salt Wise training in 2021 and one received certification as an applicator.

Results Achieved

The Highway Department maintains records of each event during the winter season which includes the amount of product used, pertinent weather data, hours worked, number of trucks in service and other measurable data. These records are maintained for the purpose of evaluating the program on a yearly basis. Snowfall totals used in this evaluation are taken from the weather station at Milwaukee International Airport.

The amount of salt used for a given event or season is highly variable and dependent on a variety of conditions such as but not limited to: air temperature; pavement temperature; type of precipitation; intensity of storm; the miles of road to be maintained; and the number of events in a given year. It is therefore difficult to evaluate whether or not the City's salt application is reduced through the use of salt brines for pre-wetting or as a stand-alone pre-treatment from year to year. Table 1 below summarizes the City's salt use for the winter seasons beginning with the 2010-2011 winter season. A typical salt brine solution is composed of 23.3 % salt which yields approximately 2.5 pounds of salt per gallon of brine.

Table 1. City of Pewaukee Salt Use for Winter Road Management.

Winter Season	Tons of Salt	Gallons of Salt Brine	Total Tons of Salt	Lane Miles of Roads	Tons of Salt/lane mile
2010-2011	3203*		3203*	176.4	18.2
2011-2012	1540	14200	1558	176.6	8.8
2012-2013	3520	22679	3548	177.0	20.0
2013-2014	3160	11490	3174	176.8	18.0
2014-2015	2390	4800	2396	179.4	13.4
2015-2016	1865	5100	1871	183.0	10.2
2016-2017	2900	11225	2914	183.0	15.9
2017-2018	3365	5650	3372	184.3	18.3
2018-2019	3365	9070	3376	184.3	18.3
2019-2020	2450	7750	2460	184.3	13.4
2020-2021	2240	7819	2250	185.2	12.2
2021-2022	2060	4500	2066	185.2	11.2

*Total includes salt and salt/sand mixture.

The City implemented the use of salt brines with the 2011-2012 winter season. Prior to the 2011-2012 winter season combinations of salt and salt/sand were used in conjunction with plowing for removal of ice and snow from the municipal streets. As can be seen in Table 1, overall salt use in terms of tons/lane mile of roadway has generally been less since initiating the use of salt brines. However, this simplistic evaluation is a little misleading as it does not consider the severity of the winter season, or the effort required by road crews to maintain a "passable roadway."

The Wisconsin DOT has created a Winter Severity Index (WSI) which it utilizes in evaluating the severity of the winter season in relation to its winter management program. The index considers factors such as number of snow events, amount of snow, number of freezing rain events, storm durations, and number of incidents (frost runs, drifting and clean up). The State DOT developed the WSI in 1995. Prior to the 2013-2014 winter season, index values ranged from 0 to 100. Therefore, the higher the index value, the more severe the winter season and the lower the index value the milder the winter season. The State DOT revised the WSI in the 2013-2014 winter season to provide results which are scaled and compared to the average of the 5 previous winters; the value of which is set as 100. Therefore, values in excess of 100 indicate a severer than average winter and values less than 100 indicate a milder than average winter.

The statewide average WSI is shown in Table 2 for each winter season. Included in Table 2 are values for the WSI for Waukesha County as well. Previously, values for the Waukesha County WSI from 2010 to 2013 were only given in the previous index (weighted from 0 to 100) with the remainder provided in the revised index. The values shown for Waukesha County in Table 2 for those years before the revised index were extrapolated based upon the statewide average values which were available in both versions of the index.

The approximate total snowfall per season and the number of measurable snow events are taken from the Mitchell International weather station in Milwaukee. The average snowfall is based upon the total snowfall for the season divided by the number of measurable events.

Figure 1 compares the Winter Severity Index for the statewide average and Waukesha County versus the salt usage for the City of Pewaukee and Waukesha County in tons of salt per lane mile. Overall, the WSI generally coincides with the amount of salt utilized per lane mile to maintain the City's streets in a passable condition for a winter season. The WSI for the 2021-2022 winter season will not be available until the State publishes its Annual Winter Maintenance Report, usually at the end of the year.

As of the writing of this report, the salt use for the 2021-2022 winter season is calculated to be 184 tons lower than the previous season with approximately 2066 total tons of salt used. This translates to approximately 11.2 tons per lane mile of salt applied to City Streets which is 1.0 tons per lane mile lower than the previous year. By comparison, Waukesha County was reported to have utilized approximately 11.7 tons of salt/lane mile for the 2020-2021 winter season which was 0.5 tons per lane mile lower than the City of Pewaukee's application over the same period. The average application for the City of Pewaukee since beginning the use of salt brines in the 2011-2012 winter season to 2020-2021 winter season is approximately 14.9 tons per lane mile. This is approximately 1.2 tons per lane mile less than the average 16.1 tons per lane mile for Waukesha County for the same time period. The current average for the City based on salt use for this season is 14.5 tons per lane mile. The winter management summary tables for each year of the program are attached to this report as Item B.

Describe Any Planned Changes to the Program

None at this time.

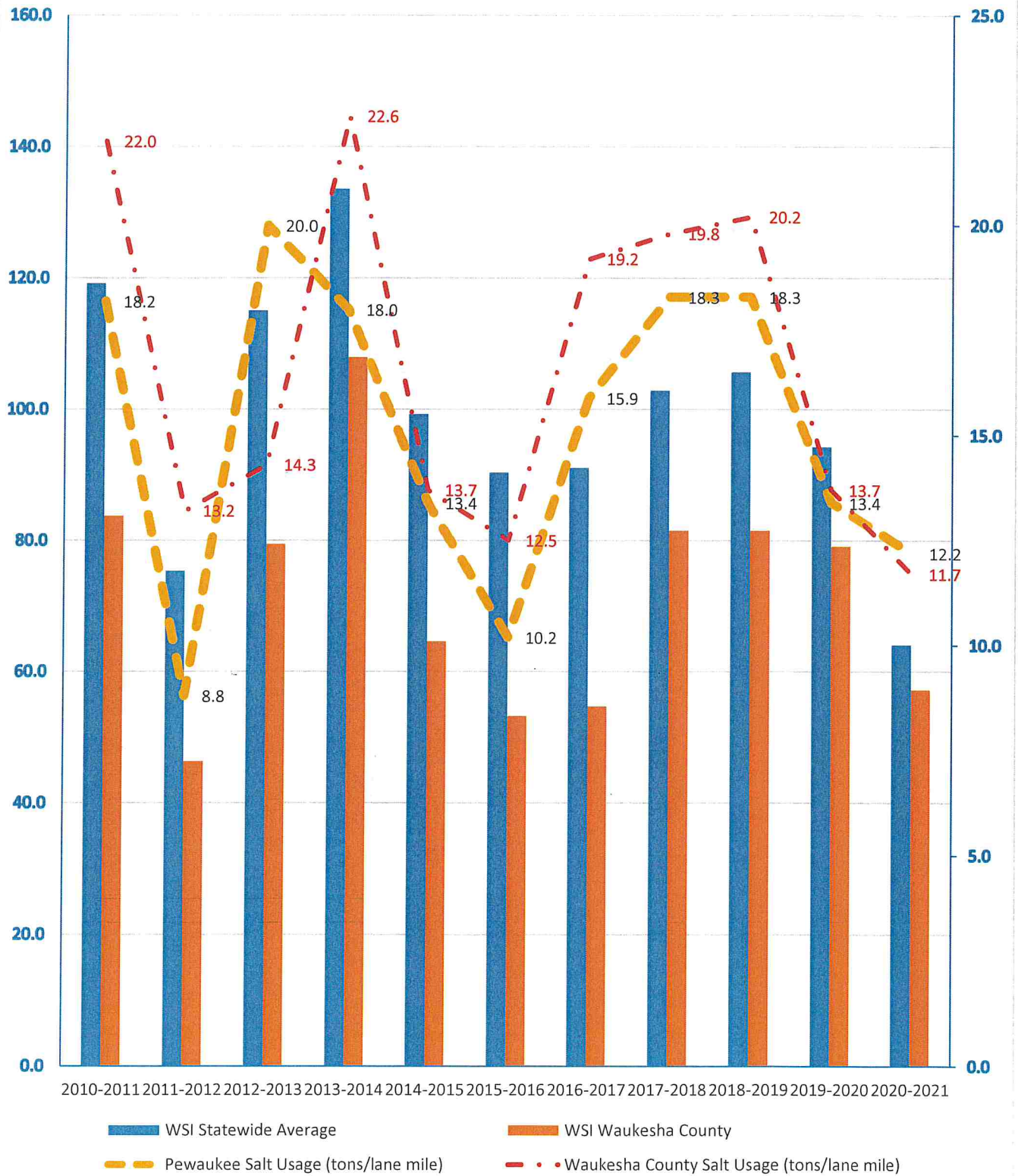
Table 2. Comparison of Winter Seasons and City of Pewaukee Salt Use.

Winter Season	2010 - 2011	2011 - 2012	2012 - 2013	2013 - 2014	2014 - 2015	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022
Approx. Total Snowfall (inches)	61.9	29.6	45.0	63.4	43.0	39.1	37.6	46.7	55.8	36.7	47.8	23.5
Number of Measurable Events	45	26	31	52	38	25	23	36	40	31	29	22
Average Snowfall per event (inches)	1.4	1.1	1.5	1.2	1.1	1.6	1.6	1.3	1.4	1.2	1.7	1.1
Total Tons of Salt	3203 *	1558	3548	3174	2396	1881	2914	3372	3376	2460	2250	2066
Total Hours Worked	NA	596	1272	1863	903	812	1171	1215	1564	1213	1230	1123
Tons of Salt per lane mile of Road	18.2	8.8	20.0	18.0	13.4	10.2	15.9	18.3	18.3	13.4	12.2	11.2
Average Pavement Temp. (degrees F)	NA	NA	NA	19.8	20.1	25.6	25.3	23.1	26.4	28.3	22.8	21.0
WisDOT Statewide WSI	119.2	75.4	115.1	133.6	99.3	90.4	91.1	102.9	105.7	94.3	64.1	**
WSI for Waukesha County	83.7 ^a	46.3 ^a	79.4 ^a	107.9	64.6	53.2	54.7	81.5 ^b	81.5 ^b	79.1	57.2	**
Waukesha County Tons of Salt per Lane mile	22.0	13.2	14.3	22.6	13.7	12.5	19.2	19.8	20.2	13.7	11.7	**

*Total includes salt and salt/sand mixture. **Not determined at the time of reporting. ^aExtrapolated values to statewide index. ^bCorrected WSI from previous report.

Figure 1

Winter Severity Index versus Salt Usage



Leaf Management Program

Description of Program

The City accepts leaves and grass clippings at the City Recycling Center drop off site located on the lower level of the Pewaukee City Hall campus. Material collected at the site is taken to a facility in Menomonee Falls for composting. The City's waste hauler will also pickup leaves and grass clippings for a fee.

Measurable Goals

To provide an alternative means of disposing of leaves and grass clippings for the City residents as opposed to burning or dumping the debris into the City's right-of-way or ditches.

Results Achieved

In previous years yard waste was broken down into categories to determine the mass of leaves taken to the yard waste site. Similar to last year's reporting by Waukesha County the mass of leaves collected is included in the total yard waste collected which was 718 tons of material. The City's waste hauler reported collecting approximately 10.8 tons of yard waste in 2021.

Describe Any Planned Changes to the Program

None at this time.

SWPPP for Municipal Facilities

Description of Program

The City had prepared an update to its Evaluation of Public Works Yard in 2011. The goal of the evaluation was to identify potential sources of non-point pollution and provide recommendations to mitigate these sources. The City provided additional information in the 2015 annual report regarding planned projects to occur within the City "campus" site which would impact operations on site as well as potentially how storm water is managed. These planned projects included the construction of a new water tower, the construction of a new salt storage facility and repairs to the City Hall and highway garage. To date the new water tower and the repairs to City Hall and highway garage have been completed.

Measurable Goals

The goal of the program is to reduce non-point pollutant loadings from the City "campus" site.

Results achieved

An inspection of the Public Works Yard was performed in 2021.

Describe Any Planned Changes to the Program

The City began the construction of a new highway garage on the northwest corner of Green Road and Duplainville Road in the fall of 2021. The new location will ultimately include a new salt storage facility, recycling location and refueling site. Completion of the highway garage is planned for late summer of 2022. The new highway garage and revisions to the operations of the current City Hall Campus site will necessitate the preparation of a new SWPPP. Item C of this report includes a site plan of the new site and renderings of the new highway garage.

Nutrient Management Plan for Municipal Properties with Pervious Surfaces over 5 acres

Description of Program

The City has 5 parks with pervious areas over 5 acres: Balmer Park, Wagner Park, South Park, Nettesheim Park, and the Pewaukee Sports Complex. A formal nutrient management plan was prepared for the Pewaukee Sports Complex while it was under construction. The remaining parks do not have a formal plan as of yet.

The current practice for maintaining the turf areas in the City's park system is to contract with a company specializing in turf maintenance to assess the condition of the fields and to apply treatments as recommended. Treatments are typically composed of one or more of the following products: Dimension 2EW (a post emergence herbicide); a Urea Nitrogen-Potash fertilizer 25-0-5; a Urea Nitrogen-Potash fertilizer 17-0-5; Trupower 3 (a selective post emergence herbicide); and Cool Power (a selective post emergence herbicide). In addition, the infields of existing baseball fields receive a non-phosphorous fertilizer treatment (composed of a 33-0-5 NPK ratio) three times a year. Mowing of the established turf areas occurs on a weekly rotation with mowing of the baseball infields occurring up to three times a week if necessary.

Measurable Goals

The goal of the program is to reduce the amount of nutrients (namely phosphorous) applied to the turf areas and to apply only what is required to maintain a vigorous growth of vegetation.

Results Achieved

The City's current practices and ordinance bans the use of fertilizers containing phosphorous except for the establishment of new turf areas or if soil tests confirm phosphorous is required.

Describe Any Planned Changes to the Program

Formal plans for the remaining 4 parks need to be developed.

Management Procedures for Unplanned Water Main Discharges

Description of Program

The City is required by permit to develop a program to mitigate discharges of sediment to its MS4 system from unplanned water main discharges otherwise known as "water main breaks." The program was developed for Water and Sewer Utility staff who may be responding to such incidents. The priority for staff responding to a water main break is to locate the source of the discharge and to isolate it, or in layman's terms to "shut it off" as quickly as possible. Temporary erosion control measures, if required, can then be employed to prevent sediment from entering the MS4 system or waters of the State. The program identifies potential erosion control measures that can be employed to contain/limit the discharge of sediment from a water main break.

Measurable Goals

The goal of the program is to reduce the amount of sediment entering the City's MS4 system or a water of the State from an unplanned water main discharge.

Results Achieved

The City had 4 unplanned water main discharges last year resulting in an estimated, combined discharge of approximately 652,000 gallons of municipal water. Three of these unplanned discharges were related to water services and one was related to a leaking 6-inch valve.

Describe Any Planned Changes to the Program

None at this time.

Other Reportable Results

Roadways within the City are comprised of a combination of rural cross sections and urban cross sections. Rural cross sections include roadside ditches to collect storm water runoff along with gravel shoulders and paved travel lanes. Urban cross sections include storm sewers and curb and gutter to collect storm water runoff and paved travel lanes. The City of Pewaukee contains approximately 92.6 lineal miles of roads with almost 45 miles of roads having a rural cross-section. Roadside swales need to be periodically cleaned of accumulated sediment to function properly. Each year the City's Highway Department cleans a portion of its roadside swales of sediment. Last year the Highway Department cleaned approximately 1267 feet of roadside swales which netted an estimated 590 tons of soil.

In addition to the storm sewer structures repaired or replaced during the year as reported under the Catch Basin Cleaning Program, the City cleaned and televised approximately 1700 lineal feet of storm sewer and lined approximately 899 lineal feet of storm sewer with a cured in place pipe liner.

Worksheets for the Fiscal Analysis required as a part of the City's annual report are included in Item D.

Members of the City's Engineering Staff attended multiple erosion control and storm water management workshops during 2021. These included:

- 2021 Waukesha County Storm Water Management Workshop, April 20-21, 2021 (2 attendees)
- Wisconsin Salt Wise Smart Winter Maintenance for Roads, February 23, 2021 (1 attendee)
- Wisconsin Salt Wise Road Salt 101 for WI Towns and Villages, March 2, 2021 (1 attendee)
- NASECA-WI's 18th Annual Conference and Trade Show, February 10-11, 2021 (1 attendee)

The Wisconsin DNR completed an audit of the City's Illicit Discharge, Detection & Elimination Program, Construction Site Erosion Control Program and Pollution Prevention Program on September 8, 2021. A copy of the audit summary letter from the WDNR is attached as Item E. In general, the WDNR required:

- The City revises and submits to the WDNR a new MS4 outfall map and to re-evaluate the screening locations for illicit discharge monitoring and screening.
- The City identifies the BMP's utilized in the City's pollutant reduction analysis and submit this information to the WDNR.
- The City develops a schedule, maintenance plan or other form of commitment to City owned or operated BMP maintenance.

The City anticipates complying with these requirements through the preparation of a new comprehensive storm water management plan. The City must provide the WDNR with a written response no later than April 7, 2022.

Public Education and Outreach and Public Involvement and Participation Programs

Description of Program

The City of Pewaukee along with other members of the Upper Fox River Watershed Group contract with Waukesha County to implement the public education and outreach and public involvement and participation programs as required by Group WPDES permit. The County organizes the plan based upon a target audience. For each target audience a set of activities and goals are defined.

Item F contains the County's 2021 Activity Summary Report identifying the key components of last year's plan, the measurable goals and the results achieved. Also included is the County's 2020-2024 MS4 Public Education and Outreach Plan.

City Staff work with our elected and Municipal officials regarding the City's municipal storm water discharge permit through discussions regarding: the function and need of the City's Storm Water Utility; budget hearings and discussions; discussion regarding potential changes to the City's MS4 permit; changes to the City's post construction site storm water management and construction site erosion control ordinance; discussions related to capital improvement projects that impact storm water discharges; and discussions regarding enforcement of the City's post construction site storm water management and construction site erosion control ordinance.

City Staff knowledgeable of the MS4 permit requirements disseminate this knowledge internally as well as to the public through answering broad questions regarding the operations and maintenance of storm water BMP's; questions regarding what storm water utility fees are used for; answering drainage concerns; and discussions regarding how permit requirements impact internal job functions and the burden of reporting requirements.

City Engineering Staff have ongoing discussions educating contractors, developers and engineers regarding: the requirements of the City's construction site erosion control and post construction site storm water management ordinance; the City's Technical Standards; WDNR guidance documents, permit conditions and Technical Standards; and enforcement of post construction site storm water management and erosion control.

Item A

WDNR eReporting System Annual Report

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? ☒ Annual Report ☐ Other

Project Name: 2021 Annual Report

County: Waukesha

Municipality: Pewaukee, City

Permit Number: S050105

Facility Number: 30726

Reporting Year: 2021

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ☐ Yes ☒ No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
 - Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents (**If applicable, see permit for due dates.*)
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
 - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31, 2023*)
- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality Pewaukee, City

Facility ID # or (FIN): 30726

Updated Information:

☐ Check to update mailing address information

Mailing Address: W240 N3065 Pewaukee Road

Mailing Address 2:

City: Pewaukee

State: Wisconsin

Zip Code: 53072

xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to **create new** primary contact

First Name: Magdelene

Last Name: Wagner

☐ Select to **update** current contact information

Title: Director of Public Works

Mailing Address: W240 N3065 Pewaukee Road

Mailing Address 2:

City: Pewaukee

State: WI

Zip Code: 53072-4044

xxxxx or xxxxx-xxxx

Phone Number: 262-691-0804

Ext:

xxx-xxx-xxxx

Email: wagner@pewaukee.wi.us

Additional Contacts Information (Optional)

☐ I&E Program

☒ IDD Program

**Individual with responsibility for:
(Check all that apply)**

- ☐ IDDE Response Procedure Manual
- ☒ Municipal-wide Water Quality Plan
- ☒ Ordinances
- ☒ Pollution Prevention Program
- ☒ Post-Construction Program
- ☐ Winter roadway maintenance

First Name: Richard

Last Name: Wirtz

Title: Chief Engineer-Utili

Mailing Address: W240 N3065 Pewaukee Road

Mailing Address 2:

City: Pewaukee

State: WI

Zip Code: 53072 xxxxx or xxxxx-xxxx

Phone Number: 262-691-0804 Ext: xxx-xxx-xxxx

Email: wirtz@pewaukee.wi.us

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

☒ Yes ☐ No

☒ Public Education and Outreach Waukesha County

☒ Public Involvement and Participation Waukesha County

☐ Illicit Discharge Detection and Elimination

☐ Construction Site Pollutant Control

☐ Post-Construction Storm Water Management

☐ Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

☐ Yes ☒ No

Minimum Control Measures- Section 1 : Complete**1. Public Education and Outreach**

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Delivery Mechanism that best describes how the topics were conveyed to your population. Use the Add Event to add additional entries.

Event Start Date	1/5/2021		
Project/Event Name	Waukesha County MS4 Education and Outreach		
Delivery Mechanism	Other *Active		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
☒ Illicit discharge detection and elimination ☒ Household hazardous waste disposal/pet waste management/vehicle washing ☒ Yard waste management/pesticide and fertilizer application ☒ Stream and shoreline management ☒ Residential infiltration ☒ Construction sites and post-construction storm water management ☒ Pollution prevention ☒ Green infrastructure/low impact development ☐ Other:	☒ General Public ☐ Public Employees ☐ Residents ☒ Businesses ☒ Contractors ☒ Developers ☐ Industries ☐ Other	101 +	☒ Yes ☐ No

b. Brief explanation on Public Education and Outreach reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached City of Pewaukee Annual Report for Waukesha County spreadsheet for regional effort.

Minimum Control Measures - Section 2 : Complete**2. Public Involvement and Participation**

a. Permit Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how the permit activities were conveyed to your population. Use the Add Event to add additional entries.

Event Start Date	1/1/2021
Project/Event Name	Ongoing discussion regarding City City storm water and erosion control req...
Delivery Mechanism	Other

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
☐ MS4 Annual Report ☐ Storm Water Management Program ☒ Storm Water related ordinance ☐ Other: 	☐ General Public ☐ Public Employees ☒ Residents ☐ Businesses ☒ Contractors ☒ Developers ☐ Industries ☐ Other	11-50	☐ Yes ☒ No

Event Start Date	3/1/2021
Project/Event Name	Green Home Make Over
Delivery Mechanism	Public Workshop

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
☐ MS4 Annual Report ☐ Storm Water Management Program ☐ Storm Water related ordinance ☒ Other: Environmentally friendly house and law...	☒ General Public ☐ Public Employees ☐ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☐ Other	51-100	☒ Yes ☐ No

Event Start Date	5/5/2021
Project/Event Name	Waukesha County Storm Water Workshop
Delivery Mechanism	Presentation of Storm Water Information

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
☐ MS4 Annual Report ☐ Storm Water Management Program ☐ Storm Water related ordinance ☒ Other: Training of green infrastructure and oth...	☐ General Public ☐ Public Employees ☐ Residents ☐ Businesses ☒ Contractors ☒ Developers ☐ Industries ☐ Other	101 +	☒ Yes ☐ No

b. Volunteer Activities. Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how volunteer activities were conveyed to your population. Use the Add Event to add additional entries.

Event Start Date	5/1/2021	☐ NA (Individual Permittee).
Project/Event Name	WAV	
Delivery Mechanism	Stream monitoring	

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)

Volunteer Opportunity	☒ General Public ☐ Public Employees ☐ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☐ Other	11-50	☒ Yes ☐ No
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Event Start Date	7/1/2021	☐ NA (Individual Permittee).
Project/Event Name	Adopt A Drain	
Delivery Mechanism	Storm drain stenciling	

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	☒ General Public ☐ Public Employees ☐ Residents ☐ Businesses ☐ Contractors ☐ Developers ☐ Industries ☐ Other	51-100	☒ Yes ☐ No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*
 See attached City of Pewaukee Annual Report and 2020-2024 Waukesha County Summary Report

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

a. How many total outfalls does the municipality have?	126	☐ Unsure
b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?	20	☐ Unsure
c. From the municipality's routine screening, how many were confirmed illicit discharges?	0	☐ Unsure
d. How many illicit discharge complaints did the municipality receive?	2	☐ Unsure
e. From the complaints received, how many were confirmed illicit discharges?	2	☐ Unsure

- f. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? ☐ Unsure

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure

☒ Verbal Warning

☐ Written Warning (including email)

☐ Notice of Violation

☐ Civil Penalty/ Citation

Additional Information:

- h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached City of Pewaukee Annual Report

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? ☐ Unsure
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? ☐ Unsure
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)? ☐ Unsure
- d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure

☐ No Authority

☐ Verbal Warning

☒ Written Warning (including email)

☒ Notice of Violation

☒ Civil Penalty/ Citation

☒ Stop Work Order

☐ Forfeiture of Deposit

☒ Other - Describe below

- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached City of Pewaukee Annual Report

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many sites with new structural storm water management facilities* have received local approval ? ☐ Unsure
 *Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement, catch basin sumps, etc.
- b. Does the permittee have procedures for inspecting and maintaining private storm water facilities? ☒ Yes ☐ No ☐ Unsure
- c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ? ☐ Unsure
 Inspections completed by private landowners should be included in the reported number.
- d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure
- | | |
|---|--------------------------------|
| ☐ No Authority | <input type="text"/> |
| ☐ Verbal Warning | <input type="text"/> |
| ☒ Written Warning (including email) | <input type="text" value="0"/> |
| ☒ Notice of Violation | <input type="text" value="0"/> |
| ☒ Civil Penalty/ Citation | <input type="text" value="0"/> |
| ☐ Forfeiture of Deposit | <input type="text"/> |
| ☒ Complete Maintenance | <input type="text" value="0"/> |
| ☒ Bill Responsible Party | <input type="text" value="0"/> |
| ☒ Other - Describe below | <input type="text" value="0"/> |

Loss of Storm Water Utility Credit

- e. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

See attached City of Pewaukee Annual Report

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Facility Inspections ☐ Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water management facilities ? ☐ Unsure
- b. How many new municipally owned storm water management facilities were installed in the reporting year ? ☐ Unsure
- c. How many municipally owned storm water management facilities were inspected in the reporting year? ☐ Unsure
- d. What elements are looked at during inspections (250 character limit)?

Embankment, outlets, vegetation status, erosion, pretreatment, accumulated trash and debris, etc.

- e. How many of these facilities required maintenance? ☐ Unsure
- f. Brief explanation on Storm Water Management Facility inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See Attached City of Pewaukee Annual Report

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) ☐ Not Applicable

- g. How many municipal properties require a SWPPP? ☐ Unsure
- h. How many inspections of municipal properties have been conducted in the reporting year? ☐ Unsure
- i. Have amendments to the SWPPPs been made?
☐ Yes ☒ No ☐ Unsure
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached City of Pewaukee Annual Report

Collection Services - Street Sweeping / Cleaning Program ☐ Not Applicable

- l. Did the municipality conduct street sweeping/cleaning during the reporting year?
☒ Yes ☐ No ☐ Unsure
- m. If known, how many tons of material was removed? ☐ Unsure
- n. Does the municipality have a low hazard exemption for this material? ☐ Yes ☒ No
- o. If street cleaning is identified as a storm water best management practice in the

pollutant loading analysis, was street cleaning completed at the assumed frequency?

- ☐ Yes - Explain frequency _____
- ☐ No - Explain _____
- ☒ Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* ☐ Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? ☒ Yes ☐ No ☐ Unsure
- q. How many catch basin sumps were cleaned in the reporting year? ☒ Unsure
- r. If known, how many tons of material was collected? ☐ Unsure
- s. Does the municipality have a low hazard exemption for this material? ☐ Yes ☒ No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
- ☐ Yes- Explain frequency _____
- ☐ No - Explain _____
- ☒ Not Applicable

Collection Services - *Leaf Collection Program* ☒ Not Applicable

Winter Road Management ☐ Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? ☐ Unsure

- ab. Provide amount of de-icing products used by month last winter season?
Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
<u>Salt</u>	0	0	470	700	820	70

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
<u>Brine</u>	0	0	1900	500	1900	200

- ac. Was salt applying machinery calibrated in the reporting year? ☒ Yes ☐ No ☐ Unsure
- ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ☒ Yes ☐ No ☐ Unsure

Training Date	Training Name	# Attendance
2/23/2021	Smart Salting for Wisconsin Roads	1
3/2/2021	Road Salt 101 for Wisconsin Towns and...	1

- ae. Brief explanation on Winter Road Management reporting. If you marked *Unsure* for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments.

See attached City of Pewaukee Annual Report

Internal (Staff) Education & Communication

- af. Has training or education been held for municipal or other personnel involved in implementing each of the pollution prevention program elements ? ☒ Yes ☐ No ☐ Unsure

If yes, describe what training was provided (250 character limit):

City engineering staff attended the Waukesha County Storm Water Workshop (2) and NASECA Annual Conference (1).

When: various times in 2021

How many attended: 3

- ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

See attached City of Pewaukee Annual Report

Municipal Officials

See attached City of Pewaukee Annual Report

Appropriate Staff (such as operators, Department heads, and those that interact with public)

See City of Pewaukee Annual Report

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See City of Pewaukee Annual Report

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?
☐ Yes ☒ No ☐ Unsure

If yes, check the areas the map items that got updated or changed:

- ☐ Storm water treatment facilities
☐ Storm pipes
☐ Vegetated swales
☐ Outfalls
☐ Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Final Evaluation - Complete**Fiscal Analysis**

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
---	---------------------------------	--------------------------------	------------------------

Element: Public Education and Outreach

1466	1500	1500	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Public Involvement and Participation

1466	1500	1500	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Illicit Discharge Detection and Elimination

2770	1430	1470	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Construction Site Pollutant Control

113970	36575	38066	<u>Other</u>
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Element: Post-Construction Storm Water Management

97840	44575	46066	<u>Other</u>
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Element: Pollution Prevention

1231841	824815	692440	<u>Storm water utility</u>
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Other (describe)

Storm Water Quality Management			
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7260	350000	350000	<u>Storm water utility</u>
------	--------	--------	----------------------------

Other (describe)

Storm Sewer System Map			
------------------------	--	--	--

0	5000	5000	<u>Storm water utility</u>
---	------	------	----------------------------

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

--

Water Quality

a: Were there any known water quality impairments in the receiving waters to which the

municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☐ Yes ☒ No ☐ Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☐ Yes ☒ No ☐ Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ☐ Yes ☒ No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

See attached City of Pewaukee Annual report

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ Public Education and Outreach
- ☐ Public Involvement and Participation
- ☐ Illicit Discharge Detection and Elimination
- ☐ Construction Site Pollutant Control
- ☐ Post-Construction Storm Water Management
- ☐ Pollution Prevention
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

***Required Item**

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Attach - Other Supporting Documents

AR Other

 File Attachment

[2021CityofPewaukeeNR216AunnualReport_20220331.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Sign and Submit Your Application

Steps to Complete the signature process

- 1. Read and Accept the Terms and Conditions
- 2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Pewaukee, City MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality’s governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- ☒ Authorized municipal contact using WAMS ID.
- ☐ Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- ☐ Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:	Magdelene Wagner
Title:	Director of Public Works/City Engineer

Authorized Signature.
☒ I accept the above terms and conditions.

Signed by : i:0#.f|wamsmembership|cityofpewaukee on 2022-03-31T08:36:07
You have already signed and submitted this application to the DNR. Please [contact the Wisconsin DNR](#) for assistance.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

Item B

Winter Road Management Summary Tables

**Road Salt / Deicers Usage
City of Pewaukee
2011-2012**

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (Inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
17-Dec-11	Plow	450	Salt	80	23 to 28		1	28	7	0	Started at 2 am ended 7 am
29-Dec-11	Salting Only	450	Salt	80	28 to 30		Ice	32	8	0	Rain at 4:30 am ended 7:30 am
1-Jan-12	Plow	450	Salt	80	30 to 32		1	30	8	0	Rain @ 4:00 am switched to snow 1"
2-Jan-12	Plow	450	Salt	90	19		1	32	8	0	1" overnight with 40 mph winds
12-Jan-12	Plow	1200	Salt	220	32 to 15		6	52	8	24	10:00 am start 6" total Ended 3:00 am o the 13th
17-Jan-12	Plow	1000	Salt	160	29 to 23		4	64	8	12	5:30am start snow @6:00am done @ noon
20-Jan-12	Plow	800	Salt	120	15 to 20		3	90	8	0	3"Started @ noon ended @ 7 PM
22-Jan-12	Salting Only	400	Salt	60	32		Ice	24	8	0	Freezing Rain started @4:30 PM
23-Jan-12	Salting Only	500	Salt	60	32		Ice	24	8	0	Freezing rain through the the night
28-Jan-12	Plow	450	Salt	80	26		1	32	8	0	10 PM start ended 3AM 1"
4-Feb-12	Pre-Wetting	1100									Pre- storm Pre- Wet
10-Feb-12	Plow	450	Salt	120	32 to 18		3	64	8	0	11 AM start 5PM
3-Feb-12	Pre-Wetting	1050									Pre- storm Pre- Wet
4-Feb-12	Plow	500	Salt	70	29		1	32	8	0	3 PM start 1 AM ended
11-Feb-12	Plow	450	Salt	80	31		2	31	8	0	5AM start 8Am ended 2"
13-Feb-12	Pre-Wetting	1425									Pre- storm Pre- Wet
24-Feb-12	Plow	925	Salt	120	30		4	32	8	24	Started 8PM ended 6 Am on 24th
7-Mar-12	Pre-Wetting	1450									Pre- storm Pre- Wet
7-Mar-12	Plow	700	Salt	120	30		5	29	8	0	Started at 2 pm and ended at 6 pm
Total Brine Used (gal)		14200	Total Salt Used (tons)	1540	Total event hours worked		596	Number of Entries		18	

**Road Salt / Deicers Usage
City of Pewaukee
2012-2013**

Dates of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
7-Dec-12	Pre-Wetting	1200									Pre-storm Pre-Wet
18-Dec-12	Pre-Wetting	1375									Pre-storm Pre-Wet
18-Dec-12	Plow	500	Salt	140	32 to 34		2	45	9	0	Started at 2 pm and ended at 6 pm
19-Dec-12	Pre-Wetting	650									Pre-storm Pre-Wet
20-Dec-12	Plow	600	Salt	120	32 to 36		6	100	9	0	I am started with 3 inches by morning; switched to rain 1.30 inches.....
21-Dec-12	Plow	500	Salt	120	28		3	36	9	0	Clean up from night before
28-Dec-12	Plow	500	Salt	100	29		1	27	9	0	7 am start 1 inch
29-Dec-12	Plow	500	Salt	110	27		1	32	8	0	5:30 start 1 inch
29-Dec-12	Plow	600	Salt	110	26		1	27	8	0	All day snow 1 inch
5-Jan-13	Salting Only	400	Salt	120	31		0.5	24	7	0	4 pm start 0.5 inch salt run
3-Jan-13	Plow	500	Salt	110	23		1	30	8	0	1 inch overnight
3-Jan-13	Plow	350	Salt	90	16		0	32	8	0	Had to re-plow and salt; roads wouldn't melt
23-Jan-13	Salting Only	350	Salt	90	14		0.5	20	7	0	Light dusting; temperatures dropping
27-Jan-13	Plow	450	Salt	140	28		1	28	8	0	1 inch of snow turned to rain
28-Jan-13	Salting Only	500	Salt	150	32		Ice	32	8	0	Roads refroze with rain turning to ice
30-Jan-13	Salting Only	500	Salt	150	33		Ice	16	8	0	Rain changing to ice; no accumulation
30-Jan-13	Plow	500	Salt	120	33		2	32	8	0	Snow, 2 inches by mid-morning
30-Jan-13	Plow	400	Salt	100	28		1	32	8	0	1 inch of additional snow with full clean-up
1-Jan-13	Plow	250	Salt	120	16		0.5	24	8	0	Light dusting with temperatures dropping and high winds
2-Feb-13	Plow	0	Salt	100	13		2	36	8	0	10 pm snow began; snow ends at 5 am
4-Feb-13	Plow	0	Salt	100	10		2	36	9	0	3 am start
4-Feb-13	Plow	0	Salt	80	8					0	Clean up from morning run
5-Feb-13	Plow	500	Salt	80	17		2	36	8	0	Started at 11 am and ended at 1 pm
7-Feb-13	Plow	700	Salt	150	28		7	36	9	0	Snow started at 11 am and ended at 11 pm
8-Feb-13	Plow	500	Salt	80	20			54	9	0	Clean up from 2/7
13-Feb-13	Plow	672	Salt	60	22		3	27	9	0	Pre-storm Pre-wet/3 inches of snow
14-Feb-13	Plow	500	Salt	60	33		Ice	24	9	0	Light rain turning to ice
15-Feb-13	Salting Only	450	Salt	70	13		0.5	24	7	0	Light snow overnight
19-Feb-13	Plow	500	Salt	90	16		2	36	9	0	0.5 inch rain changed over to snow
19-Feb-13	Plow	400	Salt	90	16			40	9	0	Second run for storm slush and ice.
22-Feb-13	Plow	500	Salt	90	30		5	36	9	0	2 am start with 5 inches ending by 6 am
22-Feb-13	Plow	40	Salt	60	32			24	8	0	Clean up from storm
25-Feb-13	Pre-Wetting	1497	Salt								Pre-storm Pre-wet
26-Feb-13	Plow	500	Salt	60	31		7	27	9	0	Start of Storm
27-Feb-13	Plow	500	Salt	36	32			36	9	0	Beginning of clean up
27-Feb-13	Plow	500	Salt	45	32			48	9	0	Finished clean up
28-Feb-13	Salting Only	500	Salt	40	32		0.5	20	8	0	Dusting overnight
5-Mar-13	Plow	500	Salt	50	30		3	36	9	0	9 am snow started; out until rush hour

**Road Salt / Deicers Usage
City of Pewaukee
2012-2013**

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
6-Mar-13	Plow	500	Salt	70	30		3	36	9	0	3 am start total cleanup
6-Mar-13	Plow	500	Salt	40	32		0	24	8	0	Slush run
12-Mar-13	Salting Only	500	Salt	54	28		0.5	24	9	0	Rain chaging to ice; no accumulation
15-Mar-13	Pre-Wetting	695	Salt								Pre-storm Pre-wet
16-Mar-13	Salting Only	500	Salt	45	30		0.5	24	9	0	Light dusting
18-Mar-13	Plow	400	Salt	50	31		2	27	9	0	Started at 8 am and done at 5 pm
19-Mar-13	Salting Only	200	Salt	30	12		0	24	9	0	Temps dropped overnight; spotty ice
<i>Total Brine Used (gal)</i>		<u>22679</u>	<i>Total Salt Used (tons)</i>		<i>Total event hours worked</i>			<i>1272</i>	<i>Number of Entries</i>		<i>44</i>
				<u>3520</u>							

**Road Salt / Deicers Usage
City of Pewaukee
2013-2014**

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
25-Nov-13	Salt Only	250	Salt	70	30	30	2	60	8	0	2" started at 6:30 am and ended at 11:00 am
8-Dec-13	Plow	400	Salt	60	23	21	2	38	9	0	2" started at 10:00 am
9-Dec-13	Plow	300	Salt	70	16	16	3	45	9	0	Snowed throughout the night. 3:00 am start
9-Dec-13	Plow	200	Salt	60	23	25	0			27	
10-Dec-13	Plow	0	Salt	60	5	7	Drifting	28	7	0	30 mph wind from the West
10-Dec-13	Plow	0	Salt	80	5	7	Drifting	12	4	0	30 mph wind from the West
11-Dec-13	Plow	0	Salt	60	7	9	1	27	9	0	1" started at 3:00 am
11-Dec-13	Plow	0	Salt	60	8	17	Drifting	15	5	0	23 mph wind from the Northwest
14-Dec-13	Plow	450	Salt	70	22	25	2	36	9	0	2" started at 2:00 am with another 2" during the day
14-Dec-13	Plow	450	Salt	70	26	28	2	40	9	0	
15-Dec-13	Plow	0	Salt	70	12	17	0.5	27	9	0	0.5" started at 2:00 am
16-Dec-13	Plow	450	Salt	70	15	18	2	27	9	0	2" Clipper started @ 3:30 and ended at 7:30
17-Dec-13	Plow	450	Salt	70	21	20	0.5	27	9	0	0.5" from 5:00 am to 7:00 am
19-Dec-13	Plow	0	Salt	70	29	31	Ice	20	9	0	Rain with freezing rain
20-Dec-13	Plow	0	Salt	90	26	22	Ice	32	9	0	Freezing rain
20-Dec-13	Plow	0	Salt	80	28	28	Ice	27	9	0	Freezing rain
21-Dec-13	Plow	0	Salt	70	26	28	Ice	18	9	0	Freezing rain
22-Dec-13	Plow	900	Salt	120	29	31	9	99	9	0	9" started at 3:00 am
23-Dec-13	Plow	200	Salt	60	22	24	0.5	18	7	0	0.5" overnight
24-Dec-13	Plow	0	Salt	60	0	4	1	27	9	0	1" overnight
25-Dec-13	Plow	200	Salt	60	17	19	2	32	9	0	2" overnight
26-Dec-13	Plow	200	Salt	60	18	19	0.5	36	8	0	0.5" overnight
31-Dec-13	Plow	0	Salt	60	2	8	1	27	9	0	1" overnight
31-Dec-13	Plow	0	Salt	80	7	13	1	24	9	0	1" started at 3:00 pm
1-Jan-14	Plow	200	Salt	60	15	21	2	32	9	0	2" started at 7:00 am
2-Jan-14	Plow	300	Salt	60	18	22	2	27	9	0	2" started at 5:00 am
4-Jan-14	Plow	400	Salt	60	29	30	1	27	9	0	30 mph winds from Southwest and 1" of snow
10-Jan-14	Plow	400	Salt	30	35	34	Ice	27	9	0	Heavy freezing rain
10-Jan-14	Plow	200	Salt	40	36	35	Ice	27	9	0	Heavy freezing rain with 0.5" of ice
11-Jan-14	Plow	400	Salt	40	33	32	Ice	27	9	0	Roads refroze overnight
14-Jan-14	Plow	0	Salt	50	25	24	3	27	9	0	Sill snowing back at 3:00 am
15-Jan-14	Plow	0	Salt	50	12	14	0	42	9	0	Total clean-up
16-Jan-14	Plow	300	Salt	40	27	25	0.5	25	9	0	Light dusting
17-Jan-14	Plow	400	Salt	50	18	15	1	30	9	0	1" all day snow
18-Jan-14	Plow	400	Salt	50	15	19	1	24	8	0	1" all day snow
20-Jan-14	Plow	0	Salt	40	13	15	1	25	9	0	1" all day snow
22-Jan-14	Plow	0	Salt	50	13	18	0.5	27	9	0	Light dusting
25-Jan-14	Plow	200	Salt	60	16	12	2	38	9	0	2" with a 40 mph wind and heavy drifting

**Road Salt / Deicers Usage
City of Pewaukee
2013-2014**

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
26-Jan-14	Plow	0	Salt	60	15	12	3	45	9	0	3" started at 3:00 am
27-Jan-14	Plow	0	Salt	50	0	2	Drifting	72	9	0	40 mph wind out of the Northwest
30-Jan-14	Plow	400	Salt	50	26	28	1	30	9	0	1" from fast moving system
1-Feb-14	Plow	500	Salt	60	15	18	2	74	9	0	All day snow
5-Feb-14	Plow	40	Salt	50	20	23	2	30	9	0	2" overnight
8-Feb-14	Plow	100	Salt	40	15	12	1	32	9	0	1" from fast moving system
12-Feb-14	Salting Only	400	Salt	50	20	18	0.5	27	9	0	0.5" in 4 hours
13-Feb-14	Plow	400	Salt	40	26	28	2	36	9	0	2" from fast moving system
17-Feb-14	Plow	500	Salt	70	25	26	6	96	9	0	6" all day snow
20-Feb-14	Plow	200	Salt	30	32	31	1	36	9	0	freezing rain turning to snow
1-Feb-14	Salting Only	200	Salt	30	26	26	0	18	9	0	1" of rain with temps dropping
7-Feb-14	Plow	0	Salt	40	0	1	0.5	27	9	0	Light dusting of snow
7-Mar-14	Plow	400	Salt	40	15	16	2	30	9	0	2" overnight
2-Mar-14	Plow	0	Salt	50	6	8	2	42	9	0	2" overnight
4-Mar-14	Plow	200	Salt	50	13	15	3	64	9	0	3" from fast moving system
5-Mar-14	Plow	200	Salt	50	16	18	0.5	27	9	0	Light dusting of snow
15-Mar-14	Plow	300	Salt	40	18	22	1	30	9	0	1" overnight
Total Brine Used (gal)		11490	Total Salt Used (tons)	3160	Average Air Temp per Entry (deg F)	18.36	Average Pavement Temp per Entry (deg F)	19.76	Number of Entries	55	

Total event hours worked 1863

**Road Salt / Deicers Usage
City of Pewaukee
2014-2015**

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
15-Nov-14	Plow	400	Salt	80	24	27	2	27	9	0	2" of snow; very icy
16-Nov-14	Salting Only	300	Salt	60	27	29	1	27	9	0	1" overnight
19-Nov-14	Salting Only	300	Salt	70	18	21	1	24	8	0	1" of snow; 7:00 am run
22-Nov-14	Salting Only	400	Salt	40	30	32	Ice	22	6	0	Light icing
24-Nov-14	Plow	400	Salt	80	28	30	3	36	8	0	3" total precip; rain changing to snow
25-Nov-14	Plow	300	Salt	80	25	28	2	45	9	0	2" overnight
28-Nov-14	Salting Only	300	Salt	60	29	28	Ice	18	9	0	Light icing
2-Dec-14	Plow	300	Salt	80	28	27	1	36	9	0	1" overnight; fast moving system
8-Dec-14	Salting Only	200	Salt	60	34	31	Ice	22	8	0	Light icing
18-Dec-14	Plow	200	Salt	60	31	30	Ice	24	8	0	Light icing
8-Jan-15	Plow	300	Salt	120	32	29	3	36	9	0	3" changing to freezing rain
4-Jan-15	Plow	0	Salt	80	10	13	2	96	9	0	2" of blowing snow
6-Jan-15	Plow	0	Salt	80	0	4	2	45	9	0	2" of blowing snow
8-Jan-15	Plow	0	Salt	120	0	3	3	27	9	0	3" of snow with high winds
8-Jan-15	Plow	0	Salt	80	-2	0	1	30	9	0	1" during rush hour
9-Jan-15	Plow	0	Salt	80	6	8	2	30	9	0	2" overnight
9-Jan-15	Plow	0	Salt	80	8	12	0	21	7	0	Drifting and shush run
21-Jan-15	Plow	300	Salt	90	27	28	2	24	9	0	2" overnight
15-Jan-15	Salting Only	300	Salt	60	27	26	0.5	21	9	0	Light dusting of snow
26-Jan-15	Plow	400	Salt	70	24	26	1	24	9	0	1" overnight; fast moving system
29-Jan-15	Salting Only	100	Salt	50	34	31	Ice	18	9	0	Light icing
1-Feb-15	Plow	0	Salt	120	10	14		40	9	0	Beginning of storm
1-Feb-15	Plow	0	Salt	120	10	14		40	9	0	
2-Feb-15	Plow	0	Salt	150	8	10	9	54	9	0	9" total accumulation with high winds
3-Feb-15	Plow	0	Salt	100	13	15	2	30	9	0	2" from fast moving system
18-Feb-15	Salting Only	0	Salt	100	3	5	1	30	9	0	Light dusting of snow
25-Feb-15	Plow	0	Salt	100	12	16	1	20	9	0	1" from fast moving system
3-Mar-15	Plow	300	Salt	120	30	27	2	36	9	0	2" from fast moving system
Total Brine Used (gal)		4800	Total Salt Used (tons)	2390	Average Air Temp per Entry (deg F)	18.79	Average Pavement Temp. per Entry (deg F)	20.14	Number of Entries	28	

Total Event hours worked 903

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Total Event Hours
Worked

**Road Salt / Deicers Usage
City of Pewaukee
2016-2017**

Dates of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
4-Dec-16	Plow	850	Salt	160	31	29	2	27	9		Long storm start 8:00am and end 8:00pm. Clean up included.
9-Dec-16	Pre-storm	750		0							Pre-storm treatments.
10-Dec-16	Plow	400	Salt	80	24	22	4	50	10		Start 7:00pm on the 10th.
11-Dec-16	Plow	300	Salt	80	28	27	5	55	10		End 8pm on the 11th.
14-Dec-16	Plow	0	Salt	60	6	6	0	16	6		30mph winds - drift run.
15-Dec-16	Plow	0	Salt	80	8	10	0	16	4		Drift run.
16-Dec-16	Plow	0	Salt	140	10	11	7	64	8 to 10		Light dusting followed by long duration storm starting at 2:00pm.
17-Dec-16	Plow	0	Salt	170	16	18	6	88	10 to 9		Still snowing.
18-Dec-16	Plow	0	Salt	80	8	9	2	50	9		Storm ends.
19-Dec-16	Plow	0	Salt	60	12	14	0	36	9	50	
20-Dec-16	Plow	100	Salt	60	26	30	0	36	9	50	
23-Dec-16	Plow	300	Salt	80	31	30	4	50	9		Fast moving storm.
3-Jan-17	Salt	100	Salt	90	34	34	ice	32	8		Light icing.
9-Jan-17	Salt	200	Salt	60	34	31	1	24	9		Pre-storm salting.
10-Jan-17	Plow/salt	400	Salt	260	34	31	1	84	9		1 inch snowfall overnight followed by freezing rain.
11-Jan-17	Salt	400	Salt	120	28	26	ice	27	9		Freezing rain.
16-Jan-17	Salt	900	Salt	260	34	32	ice	76	9		Freezing rain.
17-Jan-17	Salt	300	Salt	80	34	32	ice	27	9		Freezing rain.
18-Jan-17	Salt	100	Salt	40	32	32	ice	15	5		Freezing rain.
25-Jan-17	Salt	300	Salt	60	32	32	0.5	36	9		Freezing rain.
26-Jan-17	Plow	300	Salt	80	27	29	1	36	9		Light snow.
30-Jan-17	Plow	1400	Salt	70	27	29	1	18	9		1 inch overnight.
31-Jan-17	Plow	300	Salt	80	29	29	2	36	9		Pre-storm treatments followed by a salt run.
3-Feb-17	Pre-storm	1390		0							2 inches overnight.
12-Feb-17	Salt	300	Salt	60	31	32	ice	22	8		Light freezing rain.
24-Feb-17	Salt	400	Salt	140	30	31	ice	36	9 to 8		Light freezing rain.
25-Feb-17	Plow	200	Salt	100	23	25	1	30	9		1 inch overnight.
1-Mar-17	Plow	400	Salt	120	32	28	2	47	9		1 inch in morning followed by light snow all day.
13-Mar-17	Plow	400	Salt	130	22	25		81	9		Start storm with 3 inches and continues to snow.
14-Mar-17	Plow	200	Salt	50	18	19	6	32	9		Storm wraps up with 6 inch total.
16-Mar-17	Pre-storm	335									
17-Mar-17	Salt	200	Salt	50	32	31	ice	24	8		Light freezing rain.
Total Brine Used (gal)		11225	Total Salt Used (tons)	2900	Average Air Temp per Entry (deg F)	25.28	Average Pavement Temp. per Entry (deg F)	25.31	Number of Entries	22	
											Total Event Hours Worked 1171

Road Salt / Deicers Usage
City of Pewaukee
2017-2018

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
9-Dec-17	Plow	500	Salt	100	26	24	2	64	9		All night snow
11-Dec-17	Salt	300	Salt	80	26	22	1	27	9		Fast moving storm - 1 inch
13-Dec-17	Salt	300	Salt	60	22	19	0.5	24	9		Light Dusting
13-Dec-17	Salt	300	Salt	50	32	30	2	24	9		2" north part of City/dusting south part of City
13-Dec-17	Plow	500	Salt	50	28	26	1.5	27	9		Flurries predicted - 1.5 inches
14-Dec-17	Plow	100	Salt	50	28	25	0.5	24	9		Light Dusting
24-Dec-17	Plow	350	Salt	80	22	22	2	36	9		Fast moving storm - 2 inches
25-Dec-17	Plow	200	Salt	60	16	18	1	27	9		Fast moving storm - 1 inch
28-Dec-17	Plow	0	Salt	80	14	14	1	22	9		Fast moving storm - 1 inch
29-Dec-17	Plow	0	Salt	80	15	15	1	22	8		Fast moving storm - 1 inch
30-Dec-17	Plow	0	Salt	80	8	10	1	24	8		Fast moving storm - 1 inch
3-Jan-18	Plow	0	Salt	80	15	15	1	27	9		1 inch overnight
11-Jan-18	Salt	0	Salt	80	34	32	ice	36	9		1 inch overnight
15-Jan-18	Plow	300	Salt	120	28	24	3	56	9		Rain to ice
55-Jan-18	Plow	200	Salt	80	24	22	3	36	9		3 inches overnight - slow mover
6-Jan-18	Plow	200	Salt	50	24	28	0	24	9	24	3 inches - same storm lake effect
23-Jan-18	Plow	400	Salt	160	28	28	4	72	9		Slush run
28-Jan-18	Salt	400	Salt	60	28	28	1	20	9		Heavy rain changing to snow turning to hardpack
4-Feb-17	Plow	400	Salt	160	29	29	1	27	9		Fast moving storm - 1 inch
4-Feb-18	Plow	400	Salt	240	16	18	7	108	9		1 inch beginning of storm
5-Feb-18	Plow	0	Salt	120	8	8	1	27	9		7 inches of snow - total storm was 8 inches
6-Feb-18	Plow	0	Salt	120	6	6	1	36	9		1 inch - still snowing
9-Feb-18	Plow	0	Salt	180	14	16	4	72	9		1 inch overnight
17-Feb-18	Salt	400	Salt	100	28	28	0.5	18	9		4 inches - 12 hour storm
4-Mar-18	Plow	400	Salt	100	31	31	3	36	9		Light Dusting
4-Apr-18	Plow	0	Salt	100	21	22	2	36	9		Fast moving storm - 3 inches
4-Apr-18	Plow	0	Salt	100	24	26	0	0	9		Rain changing to snow
14-Apr-18	Plow	0	Salt	100	28	28	ice	20	9		Hard pack ice
15-Apr-18	Plow	0	Salt	250	30	30	4	108	9		Light icing
16-Apr-18	Plow	0	Salt	180	28	28	1	36	9		Rain with heavy snow
18-Apr-18	Plow	0	Salt	140	32	32	2	63	9		1 inch - slow mover
19-Apr-18	Plow	0	Salt	75	34	34	3	36	9		2 inches - still snowing
											5 inches total from storm - wet and heavy
Total Brine Used (gal)		5650	Total Salt Used (tons)	3365	Average Air Temp per Entry (deg F)	23.34	Average Pavement Temp. per Entry (deg F)	23.06	Number of Entries	32	
					Total Event Hours Worked		1215				

**Road Salt / Deicers Usage
City of Pewaukee
2018-2019**

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix-salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
9-Nov-18	Salt	200	Salt	40	31	32	1	22	6	0	Light Dusting
10-Nov-18	Plow	200	Salt	60	31	32	2	27	6	0	2 inches - fast mover
16-Nov-18	Plow	200	Salt	40	29	30	1	27	5	0	Light Dusting
17-Nov-18	Salt	300	Salt	50	28	30	1.5	24	5	0	Slower moving storm - lingering snow showers
26-Nov-18	Salt	200	Salt	15	30	30	0.05	12	3	0	Blizzard to the south - worked 3 routes south of I-94
29-Nov-18	Plow	200	Salt	70	30	29	1	32	9	0	1 inch overnight - slow mover
2-Dec-18	Salt	300	Salt	70	31	32	Ice	24	8	0	Light icing
12-Dec-18	Plow	200	Salt	70	33	31	0.05	24	8	0	Light Dusting
25-Dec-18	Plow	100	Salt	80	28	30	1	30	9	0	1 inch - fast mover
28-Dec-18	Salt	200	Salt	80	32	32	0.05	22	9	0	Light Dusting
9-Dec-18	Salt	200	Salt	80	32	32	0	27	9	0	Ice - very slippery
31-Dec-18	Plow	200	Salt	80	30	30	2	45	9	0	All day - changed to snow
2-Jan-19	Salt	200	Salt	70	32	31	Ice	32	9	0	Melt off and re-freeze
2-Jan-19	Salt	150	Salt	80	32	32	0.05	27	9	0	Light Dusting
9-Jan-19	Pre-wet	700	Brine	0				8	1	0	Pre-wet run
8-Jan-19	Plow	200	Salt	100	22	21	1	30	9	0	Beginning of storm - 6 inches expected
19-Jan-19	Plow	0	Salt	160	22	21	5	80	9	0	Snow all night - total clean up
12-Jan-19	Plow	200	Salt	80	21	21	1	27	9	0	Beginning of storm - 5 inches expected
13-Jan-19	Plow	200	Salt	240	22	21	6	96	9	0	Total snow 7 inches
26-Jan-19	Salt	0	Salt	80	4	4	0.05	22	9	0	Light Dusting
28-Jan-19	Plow	0	Salt	400	19	21	11	180	9	0	Started at 3 am and snowed all day
5-Feb-19	Pre-wet	500	Brine	0	27	26		21	9	0	Pre-wet/pre-salt runs - ice expected
6-Feb-19	Plow	400	Salt	240	31	30	1	140	10	0	1 inch of sleet then rain then freezing
7-Feb-19	Plow	500	Salt	180	33	32	Ice	60	10	0	Freezing rain
7-Feb-19	Salt	200	Salt	80	25	31	Ice	30	10	0	Heavy rain turned to ice
10-Feb-19	Plow	300	Salt	60	29	28	1	24	10	0	Fast moving storm
12-Feb-19	Plow	400	Salt	100	31	30	9	110	10	0	Wet - heavy snow
13-Feb-19	Plow	200	Salt	80	24	22	1	50	10	0	1 inch overnight followed by lots of drifting
17-Feb-19	Plow	200	Salt	100	28	26	2	32	10	0	6 inches of expected snow
18-Feb-19	Plow	200	Salt	100	26	24	2	40	10	0	End of storm - 7 inches
20-Feb-19	Plow	300	Salt	140	31	28	1	60	10	0	1 inch snow with freezing rain
22-Feb-19	Pre-wet	820	Brine	0							

2018-2019

Total Brine Used
(gal)

*Total Event Hours
Worked*

4051

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P:\City\NR 216 Permit\Winter Management De-icing Program\Master Winter Road Management_deicing event form_Dec 2010 to present

[illegible]

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Total Event
Hours Worked

Road Salt / Deicers Usage
City of Pewaukee
2020-2021

Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
October	Brine	0									
November	0	0									
December	2268	440									
January	4751	1000									
February	800	800									
March	0	0									

2021-2022

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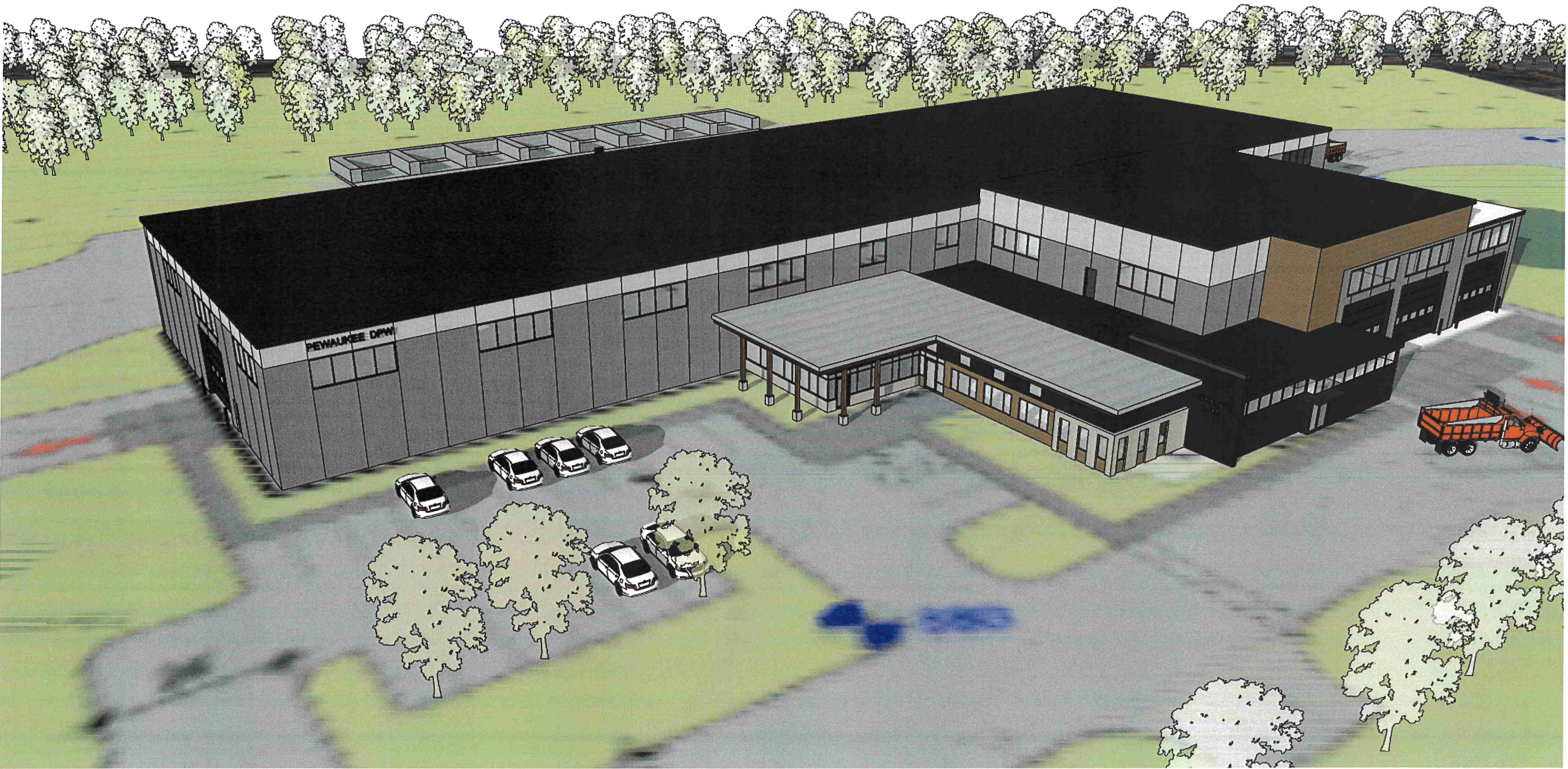
Total Event Hours Worked 1123

**Road Salt / Deicers Usage
City of Pewaukee
2021-2022**

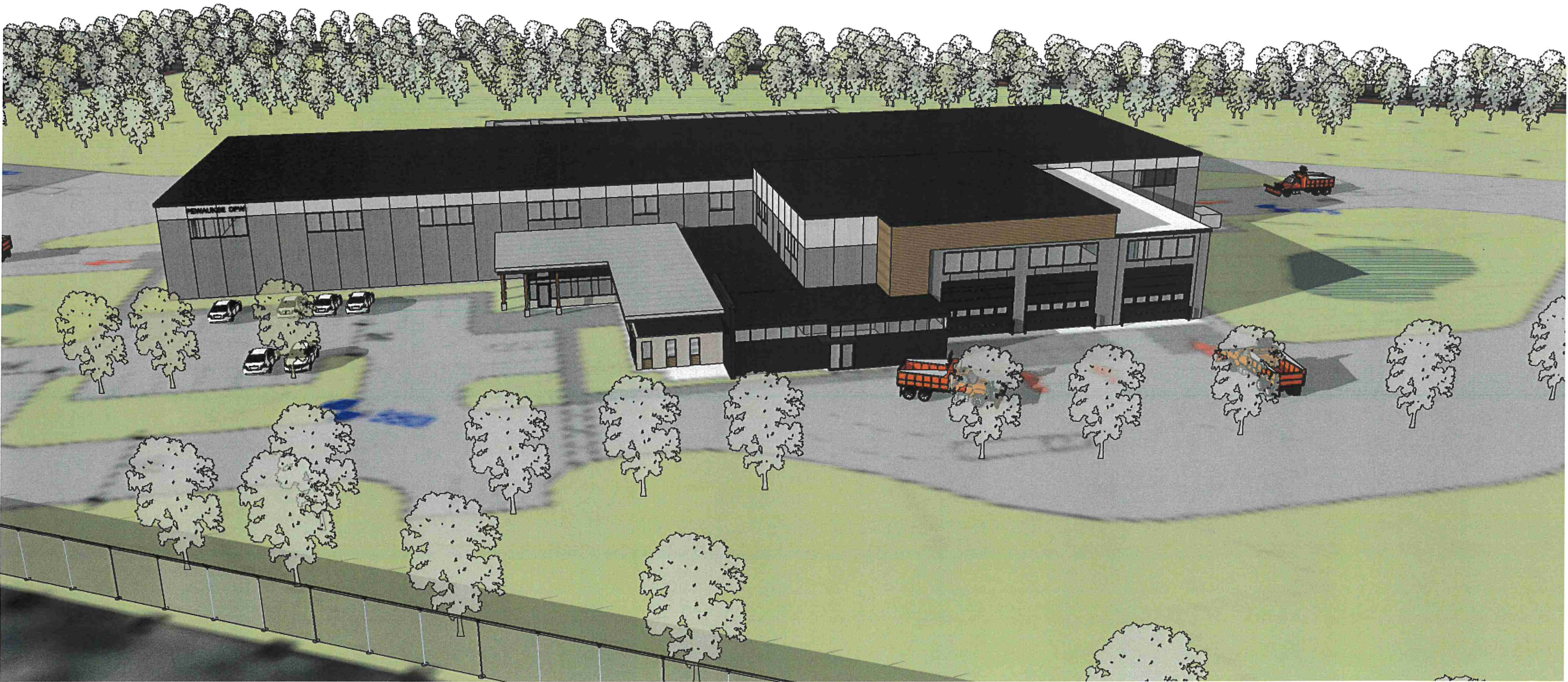
Date(s) of Event	Activity	Salt Brine Used (gal)	Product Used (mix=salt/sand)	Amount of Product Used (Tons)	Air Temperature Range during event (°F)	Pavement Temperature Range during event (°F)	Precipitation Amount (inches)	Hours of Event (worked)	# of Drivers/# of Trucks	Hours of Post-Event Clean-Up	Other Information
October	Brine	0									
November	0	0									
December	1900	470									
January	500	700									
February	1900	820									
March	200	70									

Item C

Highway Garage Site Plan and Renderings







ITEM D

Fiscal Analysis Worksheets

	Budget for Reporting Year	Annual Expenditures for Reporting year	Budget for Upcoming Year
Public Education and Outreach	\$1,500.00	\$1,465.50	\$1,500.00
Public Involvement and Participation	\$1,500.00	\$1,465.50	\$1,500.00
Illicit Discharge Detection and Elimination	\$1,430.00	\$2,770.00	\$1,470.00
Construction Site Pollution Control	\$36,575.00	\$113,970.00	\$38,065.50
Post-Construction Storm Water Management	\$44,575.00	\$97,840.00	\$46,065.50
Pollution Prevention	\$824,815.10	\$1,231,841.24	\$692,439.64
Storm Water Quality Management	\$350,000.00	\$7,260.36	\$350,000.00
Storm Sewer System Map	\$5,000.00	\$0.00	\$5,000.00
Totals	\$1,265,395.10	\$1,456,612.60	\$1,136,040.64

Public Information and Outreach

Budget for Reporting Year	\$1,500.00
Expenditures for Reporting Year	\$1,465.50
Budget for Upcoming year	\$1,500.00

Budget item for reporting purposes is identified as Permit Compliance-Information and Education and includes contracted amount to Waukesha County. This dollar figure is half of the reported/budgeted number as the Public Involvement and Participation program is included in here as well.

Note: for upcoming year budget, dollars are estimated for reporting purposes and may not necessarily correspond to the City's Budget summary. DNR categories do not correspond to City Budget Accounting Fields.

Public Involvement and Participation

Budget for Reporting Year	\$1,500.00
Expenditures for Reporting Year	\$1,465.50
Budget for Upcoming year	\$1,500.00

Budget item for reporting purposes is identified as Permit Compliance-Information and Education and includes contracted amount to Waukesha County. This dollar figure is half of the reported/budgeted number as the Public Education and Outreach program is included in here as well.

Note: for upcoming year budget, dollars are estimated for reporting purposes and may not necessarily correspond to the City's Budget summary. DNR categories do not correspond to City Budget Accounting Fields.

Illicit Discharge Detection and Elimination Program

Budget item for reporting purposes is an estimation of Engineering Technicians time and Civil Engineers time to inspect identified MS4 outfalls and review reports. Costs will include estimates of time spent pursuing spills/dumping complaints by Engineering Staff and by City Fire Services.

Note: for upcoming year budget, dollars are estimated for reporting purposes and may not necessarily correspond to the City's Budget summary. DNR categories do not correspond to City Budget Accounting Fields. Fire Dept. projections are not included for budget purposes as Fire is a 24/7 service and is a required service regardless of whether or not a spill occurs.

Budget for Reporting Year

Engineering Staff

Engineering Staff	Hourly Wage	Hours	Cost
Engineering Technician	\$38.91	20.00	\$778.20
Senior Engineering Technician	\$42.42	4.00	\$169.68
Civil Engineer	\$42.12	6.00	\$252.72
Chief Engineer-Utilities	\$59.62	2.00	\$119.24
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	1.00	\$77.34
Mileage costs			\$28.00
			\$1,425.18

Subtotal

Fire Department Staff

Fire Paid on Premise Division Chief	\$35.00	0.00	0.00
Fire Paid on Premise Driver/Paramedic	\$25.56	0.00	0.00
Fire Paid on Premise Fire Fighter	\$17.04	0.00	0.00
Paramedic	\$21.30	0.00	0.00
Engine Cost	\$650.00	0.00	0.00
Ambulance	\$500.00	0.00	0.00
Command Vehicle	\$62.00	0.00	0.00
			0.00

Subtotal

1,425.18 Total
1,430.00 Use

Engine cost assumed based on apparatus cost of 650,000 with 10 year life cycle and 100 hours of use per year.

Command Vehicle assumed based on cost of 49,613 with 8 year life cycle and 100 hours of use per year.

ALS Unit assumed based on cost of 350,000 with 7 year life cycle and 100 hours of use per year.

Mileage costs based on vehicle distance of 30 miles (expenditures) and 50 miles (budget) at mileage rate of 56 cents for 2021 and 58.5 cents for 2022.

Wages based upon hourly rate multiplied by 1.42 to account for benefits, etc.

Annual Expenditures for Reporting Year

Hourly Wage	Hours	Cost
\$38.91	40.00	\$1,556.40
\$42.42	0.50	\$21.21
\$42.12	0.50	\$21.06
\$59.62	13.00	\$775.06
\$55.71	0.00	\$0.00
\$77.34	0.50	\$38.67
		\$16.80

Subtotal

\$2,429.20

Budget Upcoming Year

Hourly Wage	Hours	Cost
\$39.89	20.00	\$797.80
\$43.37	4.00	\$173.48
\$43.39	6.00	\$260.34
\$62.48	2.00	\$124.96
\$60.08	0.00	\$0.00
\$80.04	1.00	\$80.04
		\$29.25

Subtotal

\$1,465.87

\$35.00	0.00	\$0.00
\$28.40	0.00	\$0.00
\$17.75	0.00	\$0.00
\$24.14	0.00	\$0.00
\$650.00	0.00	\$0.00
\$500.00	0.00	\$0.00
\$62.00	0.00	\$0.00
		\$0.00

Subtotal

\$1,465.87 Total
\$1,470.00 Use

Construction Site Pollutant Control Program

Note: The City's Construction Site Pollution Control Program includes compliance inspections, enforcement, erosion control plan review and permitting. The financial estimates contained in this spreadsheet are for construction sites over an acre only and do not include estimates of Building Inspection costs. Developer driven expenditures are generally billed back to the Developer. Budget dollars are taken from line items under "Permit Compliance" in the Storm Water Utility Budget (one half of Numbers 230-53656-51290 and 230-53656-51950 and all of 230-53656-53530).

Budget for Reporting Year \$36,575.00 **Budget for Upcoming Year** \$38,065.50

Annual Expenditures for Reporting Year \$113,970.00

Project		Wages	Hours	Total
Project Briohn Bldrs-Angulus Bldg Springdale Rd	R/M Bills			\$1,359.85
	AECOM Bills			\$0.00
	Engineer Tech	\$38.91	0.00	\$0.00
	Sr. Engineer Tech	\$42.42	0.00	\$0.00
	Civil Engineer	\$42.12	0.00	\$0.00
	Chief Engineer-Utilities	\$59.62	2.25	\$134.15
	Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
	DPW Director	\$77.34	0.00	\$0.00
	Total			\$1,494.00
Rainbow Childcare	R/M Bills			\$1,335.55
	AECOM Bills			\$0.00
	Engineer Tech	\$38.91	0.00	\$0.00
	Sr. Engineer Tech	\$42.42	0.00	\$0.00
	Civil Engineer	\$42.12	0.00	\$0.00
	Chief Engineer-Utilities	\$59.62	2.00	\$119.24
	Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
	DPW Director	\$77.34	0.00	\$0.00
	Total			\$1,454.79
Briohn Builders Northmound Bldg	R/M Bills			\$1,447.20
	AECOM Bills			\$0.00
	Engineer Tech	\$38.91	0.00	\$0.00
	Sr. Engineer Tech	\$42.42	0.00	\$0.00
	Civil Engineer	\$42.12	0.00	\$0.00
	Chief Engineer-Utilities	\$59.62	1.75	\$104.34
	Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
	DPW Director	\$77.34	0.00	\$0.00
	Total			\$1,551.54
Christ Evangelical Lutherine Church	R/M Bills			\$1,051.50
	AECOM Bills			\$0.00
	Engineer Tech	\$38.91	0.00	\$0.00
	Sr. Engineer Tech	\$42.42	0.00	\$0.00
	Civil Engineer	\$42.12	0.00	\$0.00
	Chief Engineer-Utilities	\$59.62	1.75	\$104.34
	Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
	DPW Director	\$77.34	0.00	\$0.00
	Total			\$1,155.84
Swan View Farms Ph. 1	R/M Bills			\$12,970.71
	AECOM Bills			\$0.00
	Engineer Tech	\$38.91	0.00	\$0.00
	Sr. Engineer Tech	\$42.42	0.00	\$0.00
	Civil Engineer	\$42.12	0.25	\$10.53
	Chief Engineer-Utilities	\$59.62	27.50	\$1,639.55
	Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
	DPW Director	\$77.34	0.00	\$0.00

Total \$14,620.79

Swan View Farms Ph. 2

	Wages	Hours	Total
R/M Bills			\$3,456.00
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	16.00	\$673.92
Chief Engineer-Utilities	\$59.62	15.50	\$924.11
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$5,054.03

Woodleaf Reserve Phase 3

	Wages	Hours	Total
R/M Bills			\$0.00
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	0.00	\$0.00
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$0.00

Glen of Parkway Ridge

	Wages	Hours	Total
R/M Bills			\$9,597.77
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.50	\$21.06
Chief Engineer-Utilities	\$59.62	10.25	\$611.11
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$10,229.94

James Craig Builders-Swan Road

	Wages	Hours	Total
R/M Bills			\$0.00
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	0.00	\$0.00
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$0.00

Baenen_Northview Road

	Wages	Hours	Total
R/M Bills			\$0.00
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	1.25	\$74.53
Chief Engineer-Roads/Develop	\$55.71	4.75	\$264.62
DPW Director	\$77.34	0.00	\$0.00

Total \$339.15

Klein Dickert Glass

	Wages	Hours	Total
R/M Bills			\$1,718.65
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	2.50	\$149.05
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$1,867.70

Oak and Peninsula Road Project and Water Main

	Wages	Hours	Total
R/M Bills			\$9,045.00
AECOM Bills			\$0.00

Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	11.00	\$655.82
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00
Total			\$9,700.82
Green Acres LLC Office Building			
R/M Bills			\$0.00
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	3.50	\$147.42
Chief Engineer-Utilities	\$59.62	6.00	\$357.72
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00
Total			\$505.14
Pewaukee Industrial South			
R/M Bills			\$8,288.05
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.25	\$10.53
Chief Engineer-Utilities	\$59.62	15.00	\$894.30
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00
Total			\$9,192.88
Waters Senior Living			
R/M Bills			\$7,950.97
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	38.00	\$1,600.56
Chief Engineer-Utilities	\$59.62	41.25	\$2,459.33
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	3.75	\$290.03
Total			\$12,300.88
Woodleaf Reserve Phase 4			
R/M Bills			\$10,636.80
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.25	\$10.53
Chief Engineer-Utilities	\$59.62	12.00	\$715.44
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00
Total			\$11,362.77
Emerald Acres Flood Mitigation			
R/M Bills			\$0.00
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	8.00	\$339.36
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	4.00	\$238.48
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00
Total			\$577.84
Zignego Repair Building			
R/M Bills			\$8,589.91
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.25	\$10.53
Chief Engineer-Utilities	\$59.62	9.25	\$551.49
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00

DPW Director	\$77.34	0.00	\$0.00	Total	\$9,151.93
Roundy's Cricle/Amazon	Wages	Hours	Total		
R/M Bills			\$2,983.60		
AECOM Bills					
Engineer Tech	\$38.91	0.00	\$0.00		
Sr. Engineer Tech	\$42.42	0.00	\$0.00		
Civil Engineer	\$42.12	9.00	\$379.08		
Chief Engineer-Utilities	\$59.62	12.00	\$715.44		
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00		
DPW Director	\$77.34	0.00	\$0.00	Total	\$4,078.12
Lakewood Bapt. Church Expansion	Wages	Hours	Total		
R/M Bills			\$1,254.42		
AECOM Bills					
Engineer Tech	\$38.91	0.00	\$0.00		
Sr. Engineer Tech	\$42.42	0.00	\$0.00		
Civil Engineer	\$42.12	14.75	\$621.27		
Chief Engineer-Utilities	\$59.62	11.75	\$700.54		
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00		
DPW Director	\$77.34	0.00	\$0.00	Total	\$2,576.23
Greenland/Cardinal Meadow Subd.	Wages	Hours	Total		
R/M Bills			\$4,218.80		
AECOM Bills					
Engineer Tech	\$38.91	0.00	\$0.00		
Sr. Engineer Tech	\$42.42	0.00	\$0.00		
Civil Engineer	\$42.12	6.50	\$273.78		
Chief Engineer-Utilities	\$59.62	9.50	\$566.39		
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00		
DPW Director	\$77.34	0.00	\$0.00	Total	\$5,058.97
Woodleaf Reserve Phase 5	Wages	Hours	Total		
R/M Bills			\$1,304.66		
AECOM Bills					
Engineer Tech	\$38.91	0.00	\$0.00		
Sr. Engineer Tech	\$42.42	0.00	\$0.00		
Civil Engineer	\$42.12	11.00	\$463.32		
Chief Engineer-Utilities	\$59.62	18.00	\$1,073.16		
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00		
DPW Director	\$77.34	0.00	\$0.00	Total	\$2,841.14
J & R Dreamfields	Wages	Hours	Total		
R/M Bills			\$0.00		
AECOM Bills					
Engineer Tech	\$38.91	0.00	\$0.00		
Sr. Engineer Tech	\$42.42	0.00	\$0.00		
Civil Engineer	\$42.12	1.50	\$63.18		
Chief Engineer-Utilities	\$59.62	1.25	\$74.53		
Chief Engineer-Roads/Develop	\$55.71	0.75	\$41.78		
DPW Director	\$77.34	0.00	\$0.00	Total	\$179.49
Yench/Lynndale CSM	Wages	Hours	Total		
R/M Bills			\$0.00		
AECOM Bills					
Engineer Tech	\$38.91	0.00	\$0.00		
Sr. Engineer Tech	\$42.42	0.00	\$0.00		
Civil Engineer	\$42.12	1.75	\$73.71		
Chief Engineer-Utilities	\$59.62	0.00	\$0.00		
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00		
DPW Director	\$77.34	0.00	\$0.00	Total	\$73.71
Century Fence Storage Area	Wages	Hours	Total		
R/M Bills			\$905.28		
AECOM Bills					
Engineer Tech	\$38.91	0.00	\$0.00		
Sr. Engineer Tech	\$42.42	0.00	\$0.00		
Civil Engineer	\$42.12	0.25	\$10.53		

Chief Engineer-Utilities	\$59.62	6.75	\$402.44
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$1,318.25

Paul Road/Joseph Road Water Main Relay and Road project	Wages	Hours	Total
R/M Bills			\$3,807.00
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	3.75	\$223.58
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$4,030.58

DPW Highway Garage	Wages	Hours	Total
R/M Bills			\$0.00
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	9.00	\$381.78
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	48.00	\$2,861.76
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$3,243.54

Post Construction Storm Water Management

Note: The City's Post Construction Site Storm Water Management Program includes pond inspections, review of maintenance agreements, plan review and permitting. Estimates are provided for Engineer Tech's review of Wagner Park Ponds and Civil Engineer's review of the Green Road Pond, the Pewaukee Sports Complex Ponds, City Hall Bio-infiltration device and the Rockwood Drive Pond. Developer driven expenditures are generally billed back to the Developer. Budget dollars are taken from line items under "Permit Compliance" in the Storm Water Utility Budget (one half of Numbers 230-53656-51290 and 230-53656-51950 and all of numbers 230-53656-52150 and 230-53656-53510).

Budget for Reporting Year \$44,575.00 Budget for Upcoming Year \$46,065.50

Annual Expenditures for Reporting Year

\$97,840.00

Project	Green Acres LLC Office Building	Wages	Hours	Total	
	AECOM Bills			\$4,238.97	
	Engineer Tech	\$38.91	0.00	\$0.00	
	Sr. Engineer Tech	\$42.42	0.00	\$0.00	
	Civil Engineer	\$42.12	3.50	\$147.42	
	Chief Engineer-Utilities	\$59.62	6.25	\$372.63	
	Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
	DPW Director	\$77.34	0.00	\$0.00	
	Total				\$4,759.02
	Yench/Lynndale CSM	Wages	Hours	Total	
	AECOM Bills			\$2,910.90	
	Engineer Tech	\$38.91	0.00	\$0.00	
	Sr. Engineer Tech	\$42.42	0.00	\$0.00	
	Civil Engineer	\$42.12	1.75	\$73.71	
	Chief Engineer-Utilities	\$59.62	1.00	\$59.62	
	Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
	DPW Director	\$77.34	0.00	\$0.00	
	Total				\$3,044.23
	Greenland/Cardinal Meadow Subd.	Wages	Hours	Total	
	AECOM Bills			\$4,468.14	
	Engineer Tech	\$38.91	0.00	\$0.00	
	Sr. Engineer Tech	\$42.42	0.00	\$0.00	
	Civil Engineer	\$42.12	6.50	\$273.78	
	Chief Engineer-Utilities	\$59.62	5.50	\$327.91	
	Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
	DPW Director	\$77.34	0.00	\$0.00	
	Total				\$5,069.83
	Lakewood Bapt. Church Expansion	Wages	Hours	Total	
	AECOM Bills			\$11,492.70	
	Engineer Tech	\$38.91	0.00	\$0.00	
	Sr. Engineer Tech	\$42.42	0.00	\$0.00	
	Civil Engineer	\$42.12	14.25	\$600.21	
	Chief Engineer-Utilities	\$59.62	11.50	\$685.63	
	Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
	DPW Director	\$77.34	0.00	\$0.00	
	Total				\$12,778.54
	Swan View Farms Ph 2	Wages	Hours	Total	
	AECOM Bills			\$15,816.66	
	Engineer Tech	\$38.91	0.00	\$0.00	
	Sr. Engineer Tech	\$42.42	0.00	\$0.00	
	Civil Engineer	\$42.12	15.25	\$642.33	
	Chief Engineer-Utilities	\$59.62	12.50	\$745.25	
	Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
	DPW Director	\$77.34	0.00	\$0.00	
	Total				\$17,204.24

Roundy's Cricle/Amazon			
	Wages	Hours	Total
AECOM Bills			\$11,387.88
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	8.75	\$368.55
Chief Engineer-Utilities	\$59.62	10.25	\$611.11
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00
Total			\$12,367.54
Baenen_Northview Road			
	Wages	Hours	Total
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	1.50	\$89.43
Chief Engineer-Roads/Develop	\$55.71	4.75	\$264.62
DPW Director	\$77.34	0.00	\$0.00
Total			\$354.05
Pewaukee Industrial South			
	Wages	Hours	Total
AECOM Bills			\$2,226.93
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	7.00	\$417.34
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00
Total			\$2,644.27
Waters Senior Living			
	Wages	Hours	Total
AECOM Bills			\$29,997.51
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	37.50	\$1,579.50
Chief Engineer-Utilities	\$59.62	36.25	\$2,161.23
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	3.75	\$290.03
Total			\$34,028.26
Woodleaf Reserve Phase 4			
	Wages	Hours	Total
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	0.00	\$0.00
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00
Total			\$0.00
Woodleaf Reserve Phase 5			
	Wages	Hours	Total
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	10.75	\$452.79
Chief Engineer-Utilities	\$59.62	17.75	\$1,058.26
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00
Total			\$1,511.05
Swan View Farms Ph 1			
	Wages	Hours	Total
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	2.00	\$84.24
Chief Engineer-Utilities	\$59.62	0.00	\$0.00
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00

DPW Director	\$77.34	0.00	\$0.00	
				Total \$84.24
Klein Dickert Glass	Wages	Hours	Total	
AECOM Bills			\$0.00	
Engineer Tech	\$38.91	0.00	\$0.00	
Sr. Engineer Tech	\$42.42	0.00	\$0.00	
Civil Engineer	\$42.12	0.00	\$0.00	
Chief Engineer-Utilities	\$59.62	0.75	\$44.72	
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
DPW Director	\$77.34	0.00	\$0.00	
				Total \$44.72
Green Road Pond Inspection	Wages	Hours	Total	
AECOM Bills			\$0.00	
Engineer Tech	\$38.91	0.00	\$0.00	
Sr. Engineer Tech	\$42.42	0.00	\$0.00	
Civil Engineer	\$42.12	1.50	\$63.18	
Chief Engineer-Utilities	\$59.62	0.00	\$0.00	
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
DPW Director	\$77.34	0.00	\$0.00	
				Total \$63.18
Sports Complex Pond Inspections	Wages	Hours	Total	
AECOM Bills			\$0.00	
Engineer Tech	\$38.91	0.00	\$0.00	
Sr. Engineer Tech	\$42.42	0.00	\$0.00	
Civil Engineer	\$42.12	7.00	\$294.84	
Chief Engineer-Utilities	\$59.62	0.00	\$0.00	
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
DPW Director	\$77.34	0.00	\$0.00	
				Total \$294.84
Rockwood Drive Pond Inspection	Wages	Hours	Total	
AECOM Bills			\$0.00	
Engineer Tech	\$38.91	0.00	\$0.00	
Sr. Engineer Tech	\$42.42	0.00	\$0.00	
Civil Engineer	\$42.12	3.00	\$126.36	
Chief Engineer-Utilities	\$59.62	0.00	\$0.00	
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
DPW Director	\$77.34	0.00	\$0.00	
				Total \$126.36
Wagner Park Pond Inspections	Wages	Hours	Total	
AECOM Bills			\$0.00	
Engineer Tech	\$38.91	2.75	\$107.00	
Sr. Engineer Tech	\$42.42	0.00	\$0.00	
Civil Engineer	\$42.12	0.00	\$0.00	
Chief Engineer-Utilities	\$59.62	3.00	\$178.86	
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
DPW Director	\$77.34	0.00	\$0.00	
				Total \$285.86
City Hall Biofiltration Device	Wages	Hours	Total	
AECOM Bills			\$0.00	
Engineer Tech	\$38.91	0.00	\$0.00	
Sr. Engineer Tech	\$42.42	0.00	\$0.00	
Civil Engineer	\$42.12	1.50	\$63.18	
Chief Engineer-Utilities	\$59.62	0.00	\$0.00	
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00	
DPW Director	\$77.34	0.00	\$0.00	
				Total \$63.18
Glen at Parkway Ridge	Wages	Hours	Total	
AECOM Bills			\$0.00	
Engineer Tech	\$38.91	0.00	\$0.00	
Sr. Engineer Tech	\$42.42	0.00	\$0.00	

Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	2.75	\$163.96
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$163.96

J & R Dreamfields	Wages	Hours	Total
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	1.50	\$89.43
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$89.43

DPW Highway Garage	Wages	Hours	Total
AECOM Bills			\$0.00
Engineer Tech	\$38.91	0.00	\$0.00
Sr. Engineer Tech	\$42.42	0.00	\$0.00
Civil Engineer	\$42.12	0.00	\$0.00
Chief Engineer-Utilities	\$59.62	48.00	\$2,861.76
Chief Engineer-Roads/Develop	\$55.71	0.00	\$0.00
DPW Director	\$77.34	0.00	\$0.00

Total \$2,861.76

Pollution Prevention

	2021 Budgeted	2021 Expenditure	2022 Budgeted
Catch Basin Cleaning and Maintenance	\$45,000.00	\$20,467.00	\$44,000.00
Storm Inlets and Catch Basins	\$250,000.00	\$641,929.05	\$75,000.00
Street Sweeping	\$21,000.00	\$23,485.06	\$22,850.00
Ditch and Culvert Maintenance	\$272,796.00	\$219,944.56	\$293,925.00
Storm Sewer Maintenance	\$133,518.00	\$235,978.25	\$151,859.00
Yard Maintenance	\$10,000.00	\$0.00	\$10,000.00
Yard Waste Recycling	\$92,501.10	\$90,037.32	\$94,805.64
Totals	\$824,815.10	\$1,231,841.24	\$692,439.64

Items reported here were typically broken out in the budget. Yard Maintenance used to be found under Permit Compliance. Storm Inlets and Catch Basins was found under Storm Water Projects. Yard Waste Recycling was taken as a fraction of the budgeted and actual expenditures from Refuse Collection and Recycling (10.307% of totals). Actual expenditures for Storm Sewer Maintenance include expenses the Roundy's Industrial Park #2 (420-57422-58210) and Spice Creek/Meadowbrook Farms #1 (420-57554-58210) for storm sewer lining and half the curb repair. Actual expenditures for Storm Inlets and Catch Basins include expenses from Spice Creek/Meadowbrook Farms #1 (420-57554-58210) for inlet repair and curb repair.

Storm Water Quality Management

Budget for Reporting Year	\$350,000.00
Expenditures for Reporting Year	\$7,260.36
Budget for Upcoming year	\$350,000.00

Storm Water Quality Management within the permit is the maintenance of the City's pollution reduction total at the time the law was changed to negate the 40% requirement. As there is no budget line item for this, I have included the budgeted costs for a new Storm Water Study found under Projects (230-57340-58210). This would include a complete remodel for water quality purposes. Expenditures for the reporting year were for the City's application for a Storm Water Management Planning Grant through the Wisconsin Department of Natural Resources.

Storm Sewer System Mapping

Budget for Reporting Year	\$5,000.00
Expenditures for Reporting Year	\$0.00
Budget for Upcoming year	\$5,000.00

Storm Sewer System Mapping is lumped within Storm Sewer Maintenance budget category. The breakout for this is under 230-53651-53520 within the budget software General Ledger. Dollars shown here have been removed from the Storm Sewer Maintenance category.

Item E

City of Pewaukee MS4 Program Audit Summary



February 22, 2022

Magdelene Wagner
City of Pewaukee
W240 N3065 Pewaukee Road
Pewaukee, WI 53072

Subject: City of Pewaukee MS4 Permit Program Audit Summary
WPDES Permit No. WI-SO50105-3 MS4 Permit

Dear Magdelene Wagner,

On September 8th, 2021, Department of Natural Resources (Department) staff met with City of Pewaukee (City) staff to evaluate implementation of the City's Municipal Separate Storm Sewer System (MS4) Permit Program. During the evaluation, the Department identified "Required Actions" and "Recommendations" as reflected in Table 1 of the enclosed summary. The "Required Actions" listed in the table are necessary to comply with the permit. Please review this information carefully as it is intended to help inform the City's internal processes and procedures to improve overall consistency and effectiveness of the MS4 Permit Program.

This evaluation was conducted through the Department's authority under Permit Section IV.K and focused on the City's implementation of the following program elements:

Illicit Discharge Detection and Elimination
Construction Site Pollutant Control
Pollution Prevention

The evaluation was attended by:

Department Staff

Samantha Katt – Storm Water Specialist
Jacob Zimmerman – Storm Water Engineer

City Staff

Maggie Wagner – Director of Public Works and City Engineer
Rich Wirtz – Chief Engineer
Brian Leightner – Engineer
Jeff Faber – Engineer
Matt Stevens – Street Superintendent
Dan Neubauer – Parks Maintenance Supervisor

Please provide a written response within forty-five (45) calendar days of receipt of this letter addressing efforts on behalf of the City to resolve any issues described in the summary. This response should include both completed and proposed action items as well as a proposed schedule. Please feel free to annotate Table 1 with your responses for this purpose.

Thank you for your cooperation with the Department's Municipal Storm Water Management Program. If you have any questions or concerns regarding this letter, then please contact me at (414) 522-0073 or samantha.katt@wisconsin.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Samantha Katt', with a stylized, cursive script.

Samantha Katt
Storm Water Specialist
Watershed Bureau

Enclosure: City of Pewaukee MS4 Program Audit Summary Report w/exhibits

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BACKGROUND

The City of Pewaukee was first permitted in November 2004 under the Department's Storm Water Municipal Group Permit, WPDES Permit No. WI-SO50105-1, along with co-permittees City of Waukesha, the Villages of Pewaukee and Sussex, and Towns of Brookfield, Delafield, Lisbon, and Waukesha. The MS4 permit was reissued coverage under WPDES Permit No. WI-SO50105-2 in October 2009, and again in December 2014 under WPDES Permit No. WI-SO50105-3. The Village's current MS4 permit, WPDES Permit No. WI-SO50105-3, is provided in Exhibit A.

According to the US Census Bureau's webpage, the City is approximately 19.5 square miles and has experienced a positive population growth of 10.9% from 2010 to 2019 (estimated population in 2010 was 13,190 with a population density of 676.4 per square mile; and 14,631 in 2019 with a population density of 750.3 per square mile). The City, found within the Upper Fox River Watershed, contains a mix of residential, commercial, industrial, and many natural resource areas.

Completed in 2011, the City's pollutant loading analysis showed the City is achieving developed urbanized area performance standards as required by s. NR 151.13 Wis. Admin. Code reporting a 32% TSS reduction¹. A copy of this report is provided in Exhibit B.

Audit Overview

As part of the audit, the Department requested the City submit specific documentation pertaining to the MS4 Permit Program according to Permit Part IV.L: Duty to Provide Information. During this request, it was noted these documents were to be discussed specifically with the City staff implementing them during the audit. The purpose of these discussion was to 1) obviate any inconsistencies between documented procedures and program implementation, 2) identify areas where program implementation is deficient in meeting the minimum permit requirements, 3) identify areas where the City is improving or excelling at MS4 program implementation, and 4) clear up any concerns or questions regarding a permit requirement, purpose and intent, and implementation.

The MS4 audit occurred September 8, 2021 and consisted of in-office discussions and field inspections. See Exhibit C for audit agenda, locations of the activities, and attendees.

¹ The City is achieving a 32% TSS reduction utilizing roadside grassed swales and City-owned wet detention ponds. This report explains a 59% TSS reduction could be achieved if the City obtained maintenance authority on the numerous privately owned wet ponds.

ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM

Overview

To comply with MS4 Part II.C, the City is required to implement a program to detect and remove illicit connections and discharges to the municipal separate storm sewer systems. The program shall maintain and enforce the municipal ordinance regarding the prevention and elimination of illicit discharges and illicit connections to the MS4, include an on-going dry weather field screening of outfalls, and contain a procedure for responding to, with the ultimate goal of eliminating, known or suspected illicit discharges.

Illicit Discharge City Ordinance

The City's ordinance regarding the prevention and elimination of illicit discharges and illicit connections to the MS4 is located in Section 19.20 of the City's Municipal Code. A copy of the ordinance can be found within Exhibit D. The ordinance defines and prohibits illicit discharges and illicit connections, identifies non-storm water discharges or flows that are not considered illicit discharges, and provides inspection and enforcement authority.

Dry-weather Outfall Screening Procedure

The City is required to conduct dry-weather outfall screenings at all priority outfalls at least once per year and all other major (non-priority) outfalls at least once every five years. Field screenings shall include a narrative description of visual observations including color, odor, turbidity, oil sheen or surface scum, flow rate or any other relevant observations regarding the potential presence of illicit discharges. If flow is observed, a field analysis shall be conducted to determine the presence of illicit discharges and shall include testing for one or more indicator parameters (e.g., ammonia, detergents, pH, chlorine, copper, or phenol) or by conducting video, smoke, or dye testing in the storm sewer system.

Jeff Faber, City Engineer, is the main person responsible for conducting dry-weather outfall screenings. Twice per year (once in May or June, the second time in July or August), Faber inspects each of the 20 MS4 outfalls identified as major. Each outfall is screened and documented for visual observations; however, it was said during the audit that some outfalls with flow are not tested as the flow from these outfalls are assumed to be base flow. Consequently, though the City has a test kit, the test kit is said to not be brought to dry-weather screenings as it is never used.

Though it hasn't occurred in recent years, if a screening showed signs of a potential illicit discharge², Faber said he would attempt to locate the source and notify Maggie Wagner (the City's Director of Public Works/City Engineer) and/or Rich Wirtz (the City's Chief Engineer). Wagner and Wirtz are ultimately responsible for continuing the investigation and elimination – this includes assigning the most appropriate person to investigate the potential illicit discharge, notify appropriate parties (e.g., neighboring municipalities, DNR, violating party, etc.), documentation, and enforcement.

If an illicit discharge or connection is found, the City may order compliance by written notice of

² In the event of a hazardous substance, Pewaukee Fire Department would be contacted and is responsible for further investigation and elimination.

violation to the responsible person. Enforcement mechanisms include cease and desist within 72 hours, abatement or remediation of storm water pollution or contaminated hazards and the restoration of any affected property, and forfeitures for each day of the violation and costs of prosecution.

Response to Known or Suspected Illicit Discharges

To comply with the permit, the City shall conduct a field investigation in the contributing drainage area within 24 hours after a known or suspected illicit discharge is detected or reported. If the source is found, the City is required to take appropriate action to remove the illicit discharge as soon as practicable but no later than 30 days. If the source cannot be found, the associated outfall shall be added to the list of priority outfalls for on-going dry weather screening. If indirect sources, such as sanitary leakage or contaminated groundwater are suspected, the City shall develop and implement a strategy to locate and eliminate these sources. If the City plans to conduct a dye test, identifies a spill or release of a hazardous substance which has resulted or may result in the discharge to waters of the state, or identifies an illicit discharge that originates from or discharges to another MS4, they shall notify the Department and/or appropriate municipality.

Noted on past MS4 Annual Reports and discussed during the audit, detection or reports of known or suspected illicit discharges are uncommon. However, the public can report known or suspected illicit discharges by calling the City or filling out an online form – these reports are directed to Wirtz. Wirtz tracks the complaints and writes the summary reports that are submitted to the Department. As with known or suspected illicit discharges found during dry-weather outfall screenings, the City Engineer is the main person responsible for continuing the investigation, elimination, and enforcement.³

Required Actions

After the audit, Department and City staff had further discussions concerning the City's major outfalls with observed flow which are not undergoing field analysis (i.e., tested for indicator parameters and/or conducting a video, smoke, or dye test). Outfall P14-5 was specifically discussed however, other major outfalls may be similar. Through this discussion, it was determined that while the screening location for P14-5 may fit the definition of major, due to hydrological and other physical conditions such as vegetation, it is not the most effective location to screen for potential illicit discharges. Similar to the *submerged outfalls* and *storm water practices* scenarios in the Department's Illicit Discharge Detection and Elimination Guidance⁴, it is recommended screening occur upstream where there is less background influence which may mask the presence of an illicit discharge. The City should re-evaluate screening locations using the considerations provided in Permit Part II.C.1 and the Department's Illicit Discharge Detection and Elimination Guidance. If flow is observed at these revised

³ Local police and fire departments are the primary people responsible for responding to hazardous spills, such as gasoline resulting from a car accident. Discussions pertaining to the City's response (e.g., investigation, elimination, and enforcement) to known or suspected hazardous discharges do not necessarily reflect their response to these hazardous discharges.

⁴ The Department's IDDE Guidance and other publications can be found here:
<https://dnr.wisconsin.gov/topic/Stormwater/publications.html>

locations during screening, the City must conduct a field analysis according to the permit to determine the presence of illicit discharges.

Provided in Exhibit E, the City's storm sewer system map does not identify MS4 outfalls. To comply with Permit Part II.H.2, the City must revise their map to identify all MS4 outfalls. Noting that screening locations should be re-evaluated, the Department is requesting the City submit a map identifying the current screening locations. After screening locations have been re-evaluated, a revised map shall be submitted to the Department with the Annual Report as required by Permit Part II.I.2.

CONSTRUCTION SITE POLLUTANT CONTROL PROGRAM

Overview

To comply with MS4 Part II.D, the City is required to implement and enforce a program consistent with all permit conditions. At a minimum, this includes: maintaining inspection and enforcement authority; enforcing permitting requirements, procedures, and fees, reviewing and approving plans with design criteria, standards, and specifications that meet or exceed the technical standards approved by the Department; update and enforce the ordinance to incorporate s. NR 151 Wis. Adm. Code requirements by March 31, 2016; conduct erosion control inspections at all permitted sites according to their program; and maintain records of erosion control inspections and any enforcement actions taken.

The City's requirements for construction site erosion control are located in Section 19.11 of the City's Municipal Code. It includes s. NR 151 Wis. Adm. Code requirements and describes other aspects of the construction program like persons responsible and available enforcement mechanisms. A copy of the ordinance can be in Exhibit D. The City also has a written program procedure which provides much more detail and example templates used to implement the program, a copy of this is provided in Exhibit F.

Applicants intending to develop in the City of Pewaukee can find information on design standards and permitting process on the City's website, the City will also send this information to the applicant. Plans for sites that will disturb one acre or more of soil are sent to the City's Engineering Department where the City's Chief Engineer, Rich Wirtz, reviews plans. If Wirtz has comments about the plan, he electronically marks the plan and sends it back to the developer. After comments have been addressed, Wirtz issues the permit. Pre-construction meetings are usual but do not always occur as part of the permitting process. During the permitting process, the City also informs the applicant to apply for a DNR construction permit.

Consultants from the engineering firm Ruekert & Mielke, Inc. are the main persons responsible for conducting construction site inspections. Inspections occur weekly and after ½ inch rain events. Inspectors submit inspection reports to Wirtz for review and will notify him of any egregious or outstanding noncompliance. If noncompliance issues are noted, the City typically compels compliance using noncompliance letters (NON) followed by notice of violation letters (NOV). The NON identifies the problem(s) to be resolved and a time frame for its resolution and is proceeded with a follow up inspection to verify problem(s) have been addressed. If the problem(s) identified have not been resolved, the City will issue a NOV. The NOV identifies the problem(s) to be resolved in an expected time frame, informs the responsible party that financial penalties are being assessed for each day the problem(s) remain unresolved, and identifies the date which fines will begin. A follow up inspection is also performed to verify problem(s) have been addressed. NON and NOV are typically all that is required to bring a construction site back into compliance, however, the City also has the authority to issue citations and stop-work orders, and perform the necessary work to return the site to compliance charging back the cost to the developer, using the collected security deposit bond, or collecting the costs via a special assessment against the property on the tax roll.

Recommendations

Verified through the audit process and through various WPDES permitted construction site compliance checks completed by the Department, the City is following their written procedure as described. The Department is highly encouraged by the City's construction site pollutant control program and only recommends the City continue current procedures.

POLLUTION PREVENTION PROGRAM

Overview

To comply with MS4 Part II.F, the City is required to implement and enforce a program that is consistent with all permit conditions. In general, pollution prevention activities can be grouped into six areas: inspection, maintenance, and inventory of post-construction storm water management facilities⁵; storm water pollution prevention for municipal garages, storage areas, and other municipal owned sources of storm water pollution; proper management of collected leaves and grass clippings, catch basin cleaning, and street sweeping materials; winter road management, and turf management.

Inspection, maintenance, and inventory of post-construction storm water management facilities

During the audit, it was said City Engineers (Wirtz and/or Brian Leightner), inspect nine BMPs once per year, either in the fall or spring. However, there are more than nine BMPs in the community. In 2010, the City identified approximately 190 BMPs using air photos (inventory is provided in Exhibit G) however, this inventory must still be verified. Deficiencies surrounding required documentation for this permit section (e.g., a verified and complete BMP inventory, long-term maintenance agreement for private BMPs, inspection results such, maintenance logs, etc.) was discussed.

As part of the audit, a City owned BMP, a wet pond located at Wagner Park, was inspected – Department photographs of the inspection are available upon request. Overall, both Department and City staff determined maintenance was required – slumping on the banks need repairing and muskrats must be removed to prevent further damage. While at this pond, Department and City staff discussed the important of maintaining BMPs (i.e., for effective storm water treatment) and the importance of creating a maintenance schedule. In other words, the Department understands the City has multiple matters to attend to and every project cannot be completed immediately, however, a schedule, maintenance plan, or another commitment to action must be in place to provide assurance BMPs, will be maintained. If BMPs are not maintained the City may stand to lose the pollutant reduction credit from the corresponding controls, necessitating the need for construction of additional controls to meet permit requirements.

Storm water pollution prevention for municipal owned sources

The City has one property requiring a storm water pollution prevention plan (SWPPP) – the DPW yard located at W240N3065 Pewaukee Road – adjacent to City Hall. Last updated in 2015, the SWPPP appears adequate for existing site activities – a copy of the original SWPPP with revisions is provided in Exhibit H. Overall, the DPW Yard appeared to be well organized and maintained. Salt is stored inside of a covered storage shed, the majority of equipment is stored inside storage buildings, and materials stored outside are limited (additionally, materials appear to leave the site quickly which limits their potential to generate storm water pollution. Department photographs of the inspection are available upon request.

⁵ Also referred to as storm water management controls or BMPs.

As the City is in the process of constructing a new DPW Yard, the Department provided a few temporary BMP recommendations (e.g., perimeter controls surrounding stockpiled materials) for current site and site activities.

Collected Materials: Leaf Collection, Street Sweeping, and Catch Basin Cleanings

The City of Pewaukee does not collect residential leaves. However, residents can bring leaves to the City Recycling Center (located within the DPW Yard adjacent to City Hall). Though atypical, if residential leaves are found pushed onto the street, the City sends a letter to the property owner requesting the leaves be removed.

Street sweeping in the City occurs three times per year: once after the winter thaw (March or April), a second time in June or July, and a third time in late fall (after leaves drop). During the late fall sweep, the areas around the lake are swept four or five times. Currently, street sweeping material is brought to the DPW Yard for temporary storage before being brought to the Emerald Park Landfill for final disposal. The City has plans to buy a new street sweeper in the near future which will discharge collected material directly to a dumpster, thus eliminating the need to stage material on the ground at the DPW Yard.

The City cleans catch basins at least once per year and, like street sweeping, concentrates on areas surrounding the lake. Since cleaning all of the catch basins is said to take weeks, the City follows a route (similar to a plow or street sweeping route) to track which basins have been cleaned. Catch basin materials are staged and disposed with street sweeping materials.

Winter Road Management

The City Street Superintendent, Matt Stevens, is the main person responsible for winter road management and is responsible for determining application rates (typically starting at 100 pounds per lane mile and may go up to 400 pounds per lane mile) and products (salt, brine, and pre-wetting). Trucks are calibrated each year by the City's mechanic and quantity and type of deicing products used are tracked per storm event. Storm event (e.g., duration, event type, temperature) are also tracked which Stevens uses to better determine application rates and products for each storm.

Turf Management

Required under Permit Part II.F.8, nutrient management plans based on appropriate soil tests are required on all municipally controlled properties (e.g., parks, athletic fields, golf courses, lawns, etc.) over five acres of pervious area which receive fertilizer. The City contracts with TruGreen to apply fertilizer once per year.

Required Actions

To comply with the MS4 permit, the City's program shall be consistent with permit conditions listed in Part II.F. The City's areas of non-compliance are listed below.

Storm Water Management Facilities Inspection and Maintenance

The City must inspect, maintain, and inventory post-construction management facilities (BMPs) according to permit conditions. As indicated by the submitted materials (e.g., revision to the 2010 inventory, copies of existing maintenance agreements, as-builts, etc.), the City is aware of

the documentation deficiencies and has begun gathering missing information. The Department recommends the City focus their efforts on BMPs utilized in their pollutant reduction analysis (i.e., the BMPs the City is utilizing for “credit”) first and requests the City provide the name, type, year built, location, last date of inspection, ownership (if privately-owned, confirmation if long-term maintenance agreement exists) for these BMPs.

As previously discussed, City staff recognize maintenance is needed on BMPs. To provide reasonable assurance the BMPs will be maintained, the City should develop a schedule, a maintenance plan, or other form of commitment to BMP maintenance. If BMPs are not maintained, the City may stand to lose the pollutant reduction credit from the corresponding controls, necessitating the need for construction of additional controls to meet permit requirements.

Recommendations

Collection Services: Street Sweeping and Catch Basin Cleanings

Street sweeping and catch basin cleaning are best management practices to remove pollutants carried by storm water. Consequently, this collected material should be stored in a manner that prevents stormwater runoff to surface or ground water. Ultimately, the Department recommends these materials be staged in a location that eliminates the potential to generate storm water pollution (e.g., covered or immediately disposed) and/or discharges to sanitary sewer (i.e., staged on an impervious surface that drains to sanitary or stored in liquid tight container and decanted into sanitary). However, as the City has plans to purchase new equipment that eliminates the need for staging and will be constructing a new DPW Yard, the Department’s recommendation is to continue their practice of temporary staging⁶ and incorporate best management practices for collected materials at the new DPW Yard.

Winter Road Management

The Department recognizes communities must consider multiple factors for winter road management: predicted forecasts and changing weather conditions, maintaining public safety, reducing storm water pollution, balancing the cost and staff time with other public work functions, etc. Given these complexities and obvious challenges, the Department is encouraged by the City’s actions to evaluate and reduce their salt usage. The Department recommends the City continue to track, evaluate, and update their winter road management procedures. As procedures are updated, the Department recommends the City update their written road management plan and provide training to staff to ensure they are implementing the procedure as planned.

Turf Management

Though the City applies fertilizer to turf areas over five acres, the fertilizers applied do not contain phosphorous. Thus, the Department recommends the City develop a written program which includes language that a nutrient management plan based on appropriate soil test will be conducted if fertilizers containing phosphorous are applied to turf areas over five acres.

⁶ Based on site observations, Department staff found the duration of temporarily staged collected materials sufficient.

TABLE 1

Permit WI-SO50105-3	Observations (A – Required Action*, B – Recommended Action) <i>*necessary to maintain compliance with referenced permit condition</i>
Illicit Discharge Detection and Elimination	A.1 Re-evaluate screening locations for major outfalls. A.2 Submit map with identifying all MS4 outfalls. <i>Noting that outfall screening locations should be re-evaluated, the Department requests the City submit a map identifying the current screening locations.</i>
Pollution Prevention	A.3 Identify BMPs utilized in their pollutant reduction analysis and submit the following information for said BMPs in a tabular format: BMP name, type, year built, location, last date of inspection, ownership (if privately-owned, confirmation if long-term maintenance agreement exists). A.4 Develop a schedule, maintenance plan, or other form of commitment to City owned or operated BMP maintenance. B.1 Continue to update written road management plan and provide training to staff to ensure procedures are implemented as planned. B.2 Develop a turf management written program which includes language that a nutrient management plan based on appropriate soil test will be conducted if nutrients containing phosphorous are applied to turf areas over five acres.

Item F

Waukesha County Contracted Program Summary Report & 2020-2024 Public Education and Outreach Plan

Target Audience	Requ #	Requ #	Requ #	Program Name	Activity	Month	Year	Date	Location	# People	Description
General Public	7				news releases/articles	Jan	2021	1-5-21		1	press release for Salt Awareness Week
General Public	7				social media	Jan	2021	1-11-21		1	social media for Salt Awareness Week
General Public	7				presentation	Jan	2021	1-11-21	statewide-virtual	154	statewide virtual salt awareness week program- an ecosystem perspective on salt by Hillary Dugan and Bill Hintz
General Public	7				presentation	Jan	2021	1-12-21	statewide-virtual	163	statewide virtual salt awareness week program - be saltwise and pet smart with veterinarian Brian Ray
General Public	7				presentation	Jan	2021	1-13-21	statewide-virtual	144	statewide virtual salt awareness week program - salt in our drinking water with Kevin Masarek and Amy Barilleaux
General Public	7				presentation	Jan	2021	1-14-21	statewide-virtual	138	statewide virtual salt awareness week program - Put your house on a low salt diet with Juan Lopez and Matthew Meier
General Public	7				presentation	Jan	2021	1-15-21	statewide-virtual	135	statewide virtual salt awareness week program - salt reduction champions stories from around the state
General Public	7				news releases/articles	Jan	2021	1-15-21		1	salt awareness segment on The Morning Blend TV show on WTMJ4
General Public	3	5			presentation	Jan	2021	1-21-21		1400	Ask the Experts program on Green lawn practices-live on facebook then recording posted
General Public	3	5			social media	Jan	2021	1-29-21		1	social media with crossword puzzle of nonpoint words
General Public	3	5		Crystal	presentation	Feb	2021	2-4-21	Retzer	13	Outdoor classroom: Crystal's Clean Water Adventure - kids take a hike to see where water down the storm drain goes and how to keep it clean
General Public	3	5		Crystal	presentation	Feb	2021	2-4-21	Retzer	6	Outdoor classroom: Crystal's Clean Water Adventure - kids take a hike to see where water down the storm drain goes and how to keep it clean
General Public	3	5		Crystal	presentation	Feb	2021	2-9-21	Retzer	3	Outdoor classroom: Crystals Clean Water Adventure - kids take a hike to see where water down the storm drain goes and how to keep it clean
General Public	3				social media	Feb	2021	2-26-21		1	social media post for National Tell a Fairy Tale Day--Poop Fairy isn't real....pick up after your dog!
General Public	2	3		Water Cycle	presentation	Mar	2021	3-3-21	Retzer	6	outdoor classroom program covering water cycle highlighting runoff in a game and hike
General Public	2	3		Water Cycle	presentation	Mar	2021	3-3-21	Retzer	9	outdoor classroom program covering water cycle highlighting runoff in a game and hike
General Public	9			asian clam	presentation	Mar	2021	3-9-21	virtual state-wide	109	lightning talk on Asian Clam Monitoring as part of Wisconsin Water Week
General Public	1	9		Adopt a Drain	Presentation	Mar	2021	3-10-21	virtual state wide	48	presentation on Adopt a Drain program as part of Wisconsin Water Week
General Public	2	3		Water Cycle	Presentation	Mar	2021	3-16-21	Retzer	2	outdoor classroom program covering water cycle highlighting runoff in a game and hike
General Public	1				social media	Mar	2021	3-22-21		1	social media post for World Water Day launch of Adopt a Drain campaign in Pewaukee
General Public	1				press release	Mar	2021	3-22-21		1	press release for Adopt a Drain program launch in Pewaukee
Teachers and Students	5				rain barrels	Mar	2021	3-24-21	Prairie Hill Waldorf	1	Provided 2 rain barrels to Prairie Hill Waldorf School
General Public	2	3		Water Cycle	Presentation	Mar	2021	3-25-21	Retzer	12	outdoor classroom program covering water cycle highlighting runoff in a game and hike
General Public	2	3		Water Cycle	Presentation	Mar	2021	3-25-21	Retzer	6	outdoor classroom program covering water cycle highlighting runoff in a game and hike
General Public	3				social media	Mar	2021	3-28-21		1	social media about weed control without chemicals for National Weed Appreciation Day
Teachers and Students	4	5			Presentation	Mar	2021	3-30-21	Carroll Field Station	15	environmental science lab for Carroll University on water quality in Genesee Creek at field station
General Public	2	3	5	Green Home Makeover	Presentation	Mar	2021	3-31-21	Muskego Public Libr	13	virtual program for Muskego Library on "green" home practices
General Public	1	2	3		press release	Apr	2021	4-1-21		1	press release promoting 30 day Earth Day activities including pet waste pickup, adopt a drain, green cleaning and lawn care practices
General Public	3				social media	Apr	2021	4-1-21		1	social media post about picking up pet waste
Teachers and Students	4	5			presentation	Apr	2021	4-1-21	Carroll Field Station	10	environmental science lab for Carroll University on water quality in Genesee Creek at field station
Teachers and Students	4	5			presentation	Apr	2021	4-1-21	Carroll Field Station	19	Environmental science lab for Carroll University on water quality in Genesee Creek at field station
General Public	4			Stream life	presentation	Apr	2021	4-8-21	Retzer	11	outdoor classroom on Stream Life - macroinvertebrates that live in streams and how pollution affects them
General Public	4			Stream Life	presentation	Apr	2021	4-8-21	Retzer	9	outdoor classroom on Stream Life - macroinvertebrates that live in streams and how pollution affects them
General public	3				social media	Apr	2021	4-11-21		1	social media post on pet waste and picking up
General Public	1				TV media	Apr	2021	4-13-21	Retzer	1	Fox 6 at Retzer - segment on Adopt a Drain program
General Public	4			Stream Life	presentation	Apr	2021	4-14-21	Retzer	13	outdoor classroom on Stream Life - macroinvertebrates that live in streams and how pollution affects them
Teachers and Students	2	3	5	water resources	presentation	Apr	2021	4-16-21	New Berlin	16	program for Hoover Elementary, Wauwatosa that includes a portion of New Berlin, program on causes of pollution and prevention
General Public	4			Stream Life	presentation	Apr	2021	4-20-21	Retzer	4	outdoor classroom on Stream Life - macroinvertebrates that live in streams and how pollution affects them
General Public	4			Stream Life	presentation	Apr	2021	4-20-21	Retzer	11	outdoor classroom on Stream Life - macroinvertebrates that live in streams and how pollution affects them
Contractors, Dev & Consul				Stormwater Workshop	workshop	Apr	2021	4-20-21	virtual	173	stormwater updates - training on green infrastructure and other BMP's
Contractors, Dev & Consul				Stormwater Workshop	workshop	Apr	2021	4-21-21	virtual	164	green infrastructure case studies as part of annual stormwater workshop
General Public	4			Natural Shorelines	presentation	Apr	2021	4-21-21	virtual	25	presentation for Lake Country Clean Waters on natural shorelines for healthy lakes
General Public				clean up	River Clean up	Apr	2021	4-24-21	Fox River Park	3	Earth day clean up of River and banks in Fox River Park
General Public	5	3		podcast	presentation	Apr	2021	4-21		29	Gardening, Landscaping and Rain Barrel podcast for health and wellness series for Waukesha County and Waukesha School District employees
Teachers and Students	9	7		stream monitoring	field work	May	2021	5-4-21	Jericho Creek	12	taught 2nd chance high school students monitoring procedures to participate in WAV at Jericho Creek
General Public	6	7		BMP maintenance	Presentation	May	2021	5-5-21	Merton	21	Homeowners Association meeting to teach care and maintenance of BMP's
Teachers and Students	3	5		Healthy Soils	Presentation	May	2021	5-7-21	New Berlin	16	Healthy Soils program for Hoover Elementary that serves a portion of New Berlin, program on causes of pollution and prevention methods
Teachers and Students	3	5		Healthy Soils	Presentation	May	2021	5-7-21	Waukesha	27	Healthy Soils program for Montessori School in Waukesha covers infiltration and importance of organic matter
General Public	5			Wetlands	Presentation	May	2021	5-11-21	Retzer	3	Outdoor Classroom to teach about Wetlands--nature's stormwater filtration
Teachers and Students	5			green schools		May	2021	5-11-21	Delafield	1	Delivered 5 trays of native plants to Prairie Hill Waldorf School for students to plant on school grounds
General Public	5			Wetlands	Presentation	May	2021	5-12-21	Retzer	24	Outdoor Classroom to teach about Wetlands--nature's stormwater filtration
General Public	5			Wetlands	Presentation	May	2021	5-12-21	Retzer	7	Outdoor Classroom to teach about Wetlands--nature's stormwater filtration
General Public	2	3	5	Green home makeover	Presentation	May	2021	5-13-21	Menomonee Falls	8	virtual program on environmentally friendly house and lawn care for Menomonee Falls Public Library
General Public	9			stream monitoring	benchmark	May	2021	5-18-21	Genesese	2	trained new volunteer to monitor at Genesee Creek and Spring Brook
General Public	9			stream monitoring	benchmark	May	2021	5-20-21	Pewaukee	10	trained new volunteers to monitor at Coco Creek and Pewaukee Lake outlet
General Public	9			stream monitoring	benchmark	May	2021	5-20-21	Pewaukee	2	trained volunteers to monitor at Pewaukee River at Hwy F
General Public	5			Wetlands	Presentation	May	2021	5-27-21	Retzer	5	Outdoor Classroom to teach about Wetlands--nature's stormwater filtration
General Public	5			rain barrels	Presentation	May	2021	5-27-21	virtual	828	Ask the Experts broadcast through Facebook on the topic of rain gardens and rain barrels
General Public	2				social media	Jun	2021	6-1-21	virtual	1	post about fertilizer use for National Go Barefoot Day
General Public	7			invasives	presentation	Jun	2021	6-3-21	Retzer	10	Outdoor Classroom program about aquatic invasives and how to not spread them
General Public	2				social media	Jun	2021	6-5-21		1	Social media post about HHW collections
Teachers and Students	3	5		healthy soils	presentation	Jun	2021	6-7-21	Retzer	22	healthy soils program for home school group
General Public	1				press release	Jun	2021	6-8-21		1	press release for Adopt a Drain in Oconomowoc
General Public	1				social media	Jun	2021	6-8-21		1	social media post about World Ocean Day and start of adopt a drain in Oconomowoc
General Public	7			invasives	presentation	Jun	2021	6-9-21	Retzer	4	Outdoor Classroom program about aquatic invasives and how to not spread them
General Public	7			invasives	presentation	Jun	2021	6-9-21	Retzer	5	Outdoor Classroom program about aquatic invasives and how to not spread them
General Public	2				social media	Jun	2021	6-13-21		1	social media post for National Weed Your Garden Day about weeding instead of using chemicals
Teachers and Students	7			aquatic insects	presentation	Jun	2021	6-22-21	Retzer	33	Aquatic insects of the stream for school group including pollution effects on aquatic life
Teachers and Students	7			aquatic insects	presentation	Jun	2021	6-22-21	Retzer	32	Aquatic insects of the stream for school group including pollution effects on aquatic life

Teachers and Students	7			aquatic insects	presentation	Jun	2021	6-24-21	Retzer	29	Aquatic insects of the stream for school group including pollution effects on aquatic life
Teachers and Students	7			aquatic insects	presentation	Jun	2021	6-24-21	Retzer	30	Aquatic insects of the stream for school group including pollution effects on aquatic life
General Public	3	5			displays and handouts	Jun	2021	6-26-21	Pewaukee	250	Display about simple actions homeowners can take to protect water and aquatic invasives at Pewaukee Clean Water Festival
General Public	3	5			displays and handouts	Jun	2021	6-28-21	Brookfield	20	Display with enviroscape model covering pollution sources at Altar'D State in The Corners shopping in Brookfield
General Public	1	5	7	thermodynamics	presentation	Jul	2021	7-1-21	Retzer	2	program about thermodynamics of water -benefits of infiltration vs runoff
General Public	1	5	7	thermodynamics	presentation	Jul	2021	7-1-21	Retzer	2	program about thermodynamics of water - benefits of infiltration vs runoff
General Public	9			asian clam	citizen science survey	Jul	2021	7-8-21	Pewaukee River	0	asian clam survey on the Pewaukee River at Steinhafels - no participants
General Public	1	5	7	thermodynamics	presentation	Jul	2021	7-13-21	Retzer	5	program about thermodynamics of water -benefits of infiltration vs runoff
General Public	1	5	7	thermodynamics	presentation	Jul	2021	7-13-21	Retzer	2	program about thermodynamics of water - benefits of infiltration vs runoff
General Public	9			asian clam	citizen science survey	Jul	2021	7-15-21	Bark River	0	asian clam survey on the Bark River at Nixon Park Hartland - no participants
General Public	4	5		Env Science	merit badge class	Jul	2021	7-20-21	Retzer	20	Environmental Science merit badge class covering water pollution and soil erosion
General Public	2				social media	Jul	2021	7-27-21		1	social media on proper disposal of used motor oil
General Public	1				displays and handouts	Jul	2021	7-28-21	Hartland	2000	Staffed Outreach with stormwater runoff information at Hartland Kids Fest
General Public	1	3	7		displays and handouts	Jul	2021	7-28-21	Pewaukee	300	Stormdrain display with fertilizer use highlighted at Pewaukee Library for 2 weeks
General Public	2	3	4	WI MN training	presentation	Jul	2021	7-30-21	Retzer	20	day long training for Wisconsin Master Naturalist training covering sources of pollution, prevention, AIS and more
General Public	2				social media	Jul	2021	7-31-21		1	social media about proper disposal of pet waste
General Public	2	3	5	Nat Night Out	displays and handouts	Aug	2021	8-3-21	Mukwonago	150	watershed model at National Night Out in Mukwonago
General Public	2	3	5	Nat Night Out	displays and handouts	Aug	2021	8-4-21	Sussex	200	watershed model at National Night Out in Sussex
General Public	2	3	5	Nat Night out	displays and handouts	Aug	2021	8-5-21	Hartland	100	recycling and water at National Night Out in Hartland
General Public	9			Asian Clam	citizen science survey	Aug	2021	8-5-21	Oconomowoc	0	asian clam survey on the Oconomowoc river - no participants
General Public	2				social media	Aug	2021			1	social media post about proper disposal of pet waste
General Public	9			Cit stream monitor	appreciation	Aug	2021	8-7-21	Retzer	16	volunteer appreciation event for stream monitors with program updates, dragonfly program and lunch
General Public	3				social media	Aug	2021	8-8-21		1	social media post about pet waste
General Public	3				social media	Aug	2021	8-10-21		1	social media post on healthy lawncare for National Lazy Day
General Public	1				displays and handouts	Aug	2021	8-10-21	Oconomowoc	2000	staffed outreach with stormwater runoff information at Oconomowoc Kids Fest
contractors, Dev & consul	7			Smart Salting	presentation	Aug	2021	8-10-21	virtual	43	Smart Salting training for roads by Fortin consulting
general public				soil health field day	field day	Aug	2021	8-11-21	Oconomowoc	18	Soil health field day in Oconomowoc in partnership with Farmers for Lake Country and ORWPP
general public	3				social media	Aug	2021	8-11-21		1	social media post about not mowing for National Lazy Day
general public	7			aquatic insects	presentation	Aug	2021	8-17-21	Retzer	32	Stream health and aquatic insects for Brookfield area YMCA daycamp
Teachers and Students	3	5	8	green schools	teacher training	Aug	2021	8-18-21	Retzer	6	green school training for teachers covering parking lot management, runoff and rain gardens
Teachers and Students	8	6		sustainable building	presentation	Aug	2021	8-23-21	WCTC	14	presentation to Sustainable Building class at WCTC with BMP's and green infrastructure
General Public	2	3	5	Sustainability Fair	displays and handouts	Aug	2021	8-28-21	Retzer	300	unstaffed outreach at Sustainability Fair with runoff information
General Public	1				social media	Aug	2021	8-31-21		1	social media about caring for Storm Drains for National Beach Day
General Public	7				social media	Sep	2021	9-1-21		1	social media about salt damage for National No Rhyme or Reason Day
General Public	3				social media	Sep	2021	9-4-21		1	social media about lawn care for National Lazy Mom Day
Teachers and Students	3	5		healthy soils	presentation	Sep	2021	9-7-21	Waukesha	48	healthy soils program as part of the Cooperative at Rose Glen Elementary
Teachers and Students	3	5		healthy soils	presentation	Sep	2021	9-7-21	Waukesha	48	healthy soils program as part of the Cooperative at Rose Glen Elementary
General Public	1	7		Aquatic Insects	presentation	Sep	2021	9-8-21	Retzer	10	Secrets of Stream Life program for Outdoor Classroom at Retzer covering effects of pollution on aquatic life
Teachers and Students	2	3	5	water resources	presentation	Sep	2021	9-9-21	Waukesha	33	water resources program as part of the Cooperative at Prairie Elemenatary - covers pollution sources and prevention
Teachers and Students	2	3	5	water resources	presentation	Sep	2021	9-16-21	Waukesha	30	water resources program as part of the Cooperative at Lowell Elementary - covers pollution sources and prevention
Teachers and Students	2	3	5	water resources	presentation	Sep	2021	9-16-21	Waukesha	30	water resources program as part of the Cooperative at Lowell Elementary - covers pollution sources and prevention
General Public	1	3			displays and handouts	Sep	2021	9-16 to 30-21	Oconomowoc	300	storm drain display on fertilizer runoff with adopt a drain information
General Public	3	5			displays and handouts	Sep	2021	9-17 to 19-21	North Prairie	3000	unstaffed display at Harvest Fest with information on rain gardens/barrels, natural shorelines. Pet waste and fertilizers
General Public	1				displays and handouts	Sep	2021	9-18-21	Retzer	4000	staffed outreach at Apple Harvests Fest with information on storm drains
General Public	2				social media	Sep	2021	9-19-21		1	social media about pet waste for National Talk Like a Pirate Day
Teachers and Students	3	5		healthy soils	presentation	Sep	2021	9-20-21	Waukesha	22	healthy soils as part of the Cooperative for Banting Elementary
Teachers and Students	3	5		healthy soils	presentation	Sep	2021	9-22-21	Waukesha	50	healthy soils as part of the Cooperative for Prairie Elementary
Teachers and Students	3	5		healthy soils	presentation	Sep	2021	9-23-21	Waukesha	20	healthy soils as part of the Cooperative for Banting Elementary
Teachers and Students	1	3	5	water monitoring	field experience	Sep	2021	9-30-21	Eagleville	33	water testing with students at Eagleville Elementary in Jericho Creek
General Public	1				social media	Oct	2021	10-1-21		1	World Smile Day about adopting and caring for a storm drain
contractors, Dev & Consul	7			open house	presentation	Oct	2021	10-5-21	Waukesha	54	Smart Salting open house at Waukesha County DPW facility
Teachers and Students	3	5		healthy soils	presentation	Oct	2021	10-7-21	Eagleville	33	healthy soils program for Eagleville Elementary
General Public	3	5		Nat Night Out	displays and handouts	Oct	2021	10-12-21	Oconomowoc	200	watershed model at National Night Out event
Techers and Students	1	3	5	career	presentation	Oct	2021	10-14-21	Pewaukee	54	Pewaukee High School Junior Achievement Career Day - covers pollution sources and prevention
General Public	1	3	5	I live in a watershed	presentation	Oct	2021	10-14-21	Mukwonago	5	watershed discussion with AmerCorps volunteers covering pollution sources and prevention
General Public	1	3	5	Green Home	presentation	Oct	2021	10-16-21	Retzer	2	part of fall workshops - covers environmentally friendly tips for the home inside and out
General Public	3			composting	presentation	Oct	2021	10-16-21	Retzer	9	part of fall workshops - learn to "recycle" yard waste by making compost and improve your soil health too
Teachers and Students	3	5		healthy soils	presentation	Oct	2021	10-18-21	Waukesha	21	Healthy Soils program as part of Cooperative for Banting Elementary
Teachers and Students	3	5		healthy soils	presentation	Oct	2021	10-18-21	Waukesha	20	Healthy Soils program as part of Cooperative for Banting Elementary
General Public	2				social media	Oct	2021	10-24-21		1	post about pet waste disposal for National Make a Difference Day
Teachers and Students	8	6		sustainable building	presentation	Oct	2021	10-25-21	WCTC	19	presentation to Sustainable Building class at WCTC covering BMP's and green infrastructure
Teachers and Students	2	3	5	I Live/Healthy Soils	presentation	Oct	2021	10-26-21	Retzer	34	Cushing Elementary program with parts of both I Live in a Watershed and Healthy Soils
Teachers and Students	2	3	5	I Live/Healthy Soils	presentation	Oct	2021	10-26-21	Retzer	35	Cushing Elementary program with parts of both I Live in a Watershed and Healthy Soils
Contractors, Dev & Consul	7	3			presentation	Nov	2021	11-1-21	Wisconsin Dells	4	presentation for school grounds and facilities professionals on salt use, nutrient management and stormwater management
General Public	7	3		United Way mini golf	displays and handouts	Nov	2021	11-4-21	Waukesha	80	sponsored a hole of mini golf with education on salt use and clean water highlighted in the course
General Public	3	5		healthy soils	presentation	Nov	2021	11-6-21	Retzer	12	soil ninja hike at science fest covering healthy soil for a healthy environment
General Public	2	3	5	Crystal	presentation	Nov	2021	11-6-21	Retzer	25	Crystal's clean Water adventure at science fest - hike to learn about stormdrains, sources of pollution and prevention
General Public	2	3	5	I Live in a watershed	presentation	Nov	2021	11-6-21	Retzer	30	I Live in a Watershed at science fest - covers pollution sources and prevention
General Public	2	3	5	science fest	displays and handouts	Nov	2021	11-6-21	Retzer	400	dissecting scope with macroinvertebrates and information about keeping water clean for science fest
General Public	1				stenciling	Nov	2021	11-13-21	North Prairie	20	Girl Scout troop marked drains in North Prairie

General Public	2	3	5	I Live in a watershed	presentation	Nov	2021	11-15-21	Pewaukee	18	watershed program for girl scouts covering pollution sources and prevention
Teachers and Students	3	5		healthy soils	presentation	Nov	2021	11-16-21	Waukesha	24	healthy soils program as part of Cooperative for Hawthorne Elementary
Teachers and Students	3	5		healthy soils	presentation	Nov	2021	11-16-21	Waukesha	24	healthy soils program as part of Cooperative for Hawthorne Elementary
General Public	2	3	5	I Live in a watershed	presentation	Nov	2021	11-18-21	Waukesha	2	watershed program for 4-H at Expo as part of a special event covering pollution sources and prevention
Teachers and Students	2	3		water testing	presentation	Nov	2021	11-30-21	Sussex	30	water testing with AP Environmental Science students at Sussex Hamilton High School
Teachers and Students	2	3		water testing	presentation	Nov	2021	11-30-21	Sussex	20	water testing with AP Environmental Science students at Sussex Hamilton High School
General Public	7			tax inserts	displays and handouts	Dec	2021	12-21		68000	tax inserts provided to communities with recycling and smart salting information
Teachers and Students	1	3	5	career	presentation	Dec	2021	12-16-21	Muskego	44	Junior achievement career day for Muskego High School covering pollution sources and prevention
General Public	1				displays and handouts	Dec	2021	12-22 to 31-2	Pewaukee	200	storm sewer display with Adopt a Drain information at City Hall during tax time

86567

MS4 Public Education and Outreach Plan for Waukesha County Partner Communities 2020 to 2024

Permit Topic Areas	I&E Programs	Audience	Municipal I&E Plan Program Descriptions	2020	2021	2022	2023	2024	Municipal Activities (describe)	Passive or Active P/A
1. Illicit Discharge and Elimination	Storm Drain Stenciling	Teachers/Students, General Public	Continue to promote Storm Drain Stenciling (markers) especially as service learning project	X	X	X	X	X		A
	Adopt a Storm Drain	General Public, Businesses	Launch Adopt a Storm Drain Program with press release associated with World Water Day Set goal for # of adopters/year.	X	X	X	X	X		A
	social media	general public	media posts to help with launch of storm drain program	X	X	X	X	X		P
2. Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing	HHW Collections	General Public	Partner with communities to host HHW collection events, website to help residents know how to dispose of items	X	X	X	X	X		A
	Watershed educational programs	Teachers/Students , general public	educational programs that cover pet waste and car washing	X	X	X	X	X		A
	Home Makeover: Green Edition program	General Public	program that covers pet waste, car washing and more	X	X	X	X	X		A
	Green Cleaning and Household Elf programs	General Public	program that covers toxic cleaners and safer alternatives	X	X	X	X	X		
	Displays and Handouts	General Public	Display that covers pet waste and car washing	X	X	X	X	X		P
	social media	General Public	timely posts on seasonal topics	X	X	X	X	X		P
3. Yard Waste Management/Pesticide and Fertilizer Application	Watershed educational programs	Teachers/Students , general public	educational programs that cover leaf management and fertilizers	X	X	X	X	X		A
	Home Makeover: Green Edition program	General Public	program that covers leaf management and fertilizer use	X	X	X	X	X		A
	Healthy Soils through Composting program	Teachers/Students	program that covers composting leaves and other yard waste	X	X	X	X	X		A

	Home Composting for Healthy Soils program	General Public	program that covers composting leaves and other yard waste	X	X	X	X	X		A
	Displays and Handouts	General Public	display with handouts that covers yard waste management and fertilizer use	X	X	X	X	X		P
	yard waste collection/processing	municipalities	work with municipalities to provide processing of yard wastes in partnership with Johnson Nursery	X	X	X	X	X		A
	social media	General public	timely posts on seasonal topics	X	X	X	X	X		P
4. Stream and Shoreline Management	Displays and Handouts	General Public	display with handouts that covers native plantings for shorelines	X	X	X	X	X		P
	Healthy Lakes Conference	Lakeshore property owners	Conference that covers shoreline restoration		X		X			A
5. Residential Infiltration	Rain Barrels/rain gardens workshop	General Public	program covering installation and use of rain gardens and rain barrels		X		X			A
	Displays and Handouts	General Public	Display that covers rain gardens and rain barrels as well as native plants	X	X	X	X	X		P
	Composting for Healthy Soils workshop	General Public	program that covers using compost to increase infiltration and water holding capacity of soils	X	X	X	X	X		A
	social media	General Public	timely posts on seasonal topics	X	X	X	X	X		
6. Construction Sites/Post-Construction Stormwater Management	Annual Stormwater Workshop	Developers, Builders, Contractors, Municipal Staff	workshop that covers a variety of topics regarding constructions sites and BMP management and maintenance	X	X	X	X	X		A
	Homeowners Association BMP maintenance workshop	Homeowners Associations	workshop that covers management and maintenance for BMP's	X	X	X	X	X		A
7. Pollution Prevention	Salt Management for Parking Lots Workshop	Businesses, Municipal staff, school facility staff	workshop that covers salting best management practices for sidewalks and parking lots	X			X			A

	Adopt a Storm Drain	Businesses	Launch Adopt a Storm Drain Program with press release associated with World Water Day Set goal for # of adopters/year.	X	X	X	X	X		A
	business resource webpage	businesses	launch website with resources specific to businesses	X	X	X	X	X		
8. Green Infrastructure/Low Impact Development	Green Infrastructure class	WCTC students	teach session in WCTC class on planning and development/building	X	X	X	X	X		A
	Annual Stormwater Workshop	Developers. Builders, Contractors, Municipal Staff	workshop that covers a variety of topics regarding constructions sites and BMP management and maintenance	X	X	X	X	X		A
9. Miscellaneous	Citizen Stream Monitoring	General Public	citizens trained to collect water quality data on local streams	X	X	X	X	X		A
	Municipal board/council meeting	General Public, elected officials	present annual workplan and report to public	X	X	X	X	X		A
	web page	General public	up to date information on pollution prevention and available programs	X	X	X	X	X		P

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 6.**

DATE: April 4, 2022

DEPARTMENT: PW - Engineering

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding the Release of the Grading Only Letter of Credit for The Waters Development [Wagner].

BACKGROUND:

The Water of Pewaukee has requested the release of their Grading Only Letter of Credit of \$126,000 be released.

If you recall, the City granted The Waters permission by a Grading Only Developers Agreement and Letter of Credit to start the development on their site ahead of the full development plan approval. Once the full development plans were approved, The Waters and the City executed the Full Development Agreement and new Letter of Credit for the value of the infrastructure. However, the value of the new letter of credit did not include the grading work which was previously guaranteed by the Grading Only letter of credit in error.

The agreement is clear that once the Full Development Agreement is executed, the Grading Only Development Agreement is null and void and as such we need to return the guarantee.

Staff has made it clear that while the grading was not included in the Full Development Agreement letter of credit, that it is considered remaining work and any future reductions will be reduced by the value of the grading work remaining on the site.

The value of the letter of credit when it is established is 20% over the value of the infrastructure being installed. In this case the value of the 20% is \$218,201.64 which exceeds the \$126,000 guarantee for the grading only. In addition, work is continuing on the site so we feel confident we are maintaining adequate guarantee for this development.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

Council approve the release of the Grading Only guarantee in the amount of \$126,000.

ATTACHMENTS:

Description

Waters Request to Release LOC

Grading Only Developers Agreement

Wagner, Magdelene

From: Mitchell Brimeyer <mbrimeyer@thewaters.com>
Sent: Wednesday, March 30, 2022 10:36 AM
To: Wagner, Magdelene; Fuchs, Nick
Cc: John Hunsicker; Lori Strommen
Subject: RE: Waters of Pewaukee - Return of \$126,000 Grading Escrow Deposit

Good morning, Maggie –

I appreciate you taking the time to review our request with Stan, however, I believe this is pretty black and white as the Grading only Developer's Agreement is no longer in force.

Per Section 13 of the Grading only Developer's Agreement: Upon execution of a development agreement by and between the City and Developer or an affiliate of Developer and approval of site engineering, grading, erosion control, storm water, and all other civil plans for the Development by the City based on their compliance with Federal, State and City laws, regulations and ordinances, this Agreement shall terminate and be of no further force and effect except for the obligation of City to return the cash deposit in Paragraph 9.

Whether explicitly stated, or not, the intention of the Grading Deposit was to ensure that the site could be returned to a stabilized condition in the event that the Developer abandoned the site prior to the project's plans being approved. If the City's position is that the LOC should have been increased to include the Grading Deposit then I would have expected this issue to be addressed in one of the many revisions made to the Development Agreement.

Please let me know if you have any questions.

Thank you for your time.

Mitchell Brimeyer | Associate Developer
mbrimeyer@thewaters.com
1600 Hopkins Crossroad
Minneapolis, MN 55305
Direct: 952-358-5124
Main: 952-358-5100


THE WATERS
A Brand New Senior Living Experience Starts at [TheWaters.com](https://www.thewaters.com)!

Our mission is to create a sense of community where everyone thrives.

From: Wagner, Magdelene <wagner@pewaukee.wi.us>
Sent: Tuesday, March 29, 2022 6:01 PM
To: Fuchs, Nick <fuchs@pewaukee.wi.us>; Lori Strommen <lstrommen@thewaters.com>
Cc: John Hunsicker <JHunsicker@thewaters.com>; Mitchell Brimeyer <mbrimeyer@thewaters.com>
Subject: RE: Waters of Pewaukee - Return of \$126,000 Grading Escrow Deposit

[EXTERNAL SENDER]

Lori,

I have reviewed your request with our Attorney, Stan Riffle. In review of the Grading only Developers Agreement, one of the requirements is the site must be stabilized. The site is still under construction and, from my understanding, still being filled and therefore not stabilized. I would normally release the grading only when the full Developers Agreement is received, but when we established the Letter of Credit guarantee, we did not include costs for stabilization as it was covered under the Grading DA & LOC. Since the Full DA LOC does not include any guarantee for the grading work and since the Grading DA has not been completed, I'm inclined to recommend rejecting this request.

Our attorney has advised that we provide you the opportunity to increase the Full DA LOC if you want the release of the grading security. I would recommend the increase of \$126,000 to the Full DA LOC unless you can provide me with proof of work that has been completed per the original agreement to justify a decreased amount.

Thank you,
Maggie Wagner

Magdelene Wagner, P.E.
Director of Public Works/City Engineer
City of Pewaukee
W240N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-0804

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From: Fuchs, Nick
Sent: Monday, March 28, 2022 8:31 AM
To: Wagner, Magdelene <wagner@pewaukee.wi.us>
Subject: FW: Waters of Pewaukee - Return of \$126,000 Grading Escrow Deposit

Hey Maggie. Is this all set for the 4/4 Council meeting?

Thanks.

Nick Fuchs
Planner & Community Development Director
[City of Pewaukee](#)
W240N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-6007
fuchs@pewaukee.wi.us



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From: Lori Strommen <lstrommen@thewaters.com>

Sent: Monday, March 28, 2022 7:46 AM

To: Fuchs, Nick <fuchs@pewaukee.wi.us>

Cc: John Hunsicker <JHunsicker@thewaters.com>; Mitchell Brimeyer <mbrimeyer@thewaters.com>

Subject: Waters of Pewaukee - Return of \$126,000 Grading Escrow Deposit

Hi Nick,

Can you please confirm the return of the \$126,000 Grading Escrow Deposit is still on for the 4/4 Common Council Meeting?

Reminder: Please return the \$126,000 Grading Escrow Deposit with a check payable to SHP VI WSLG Pewaukee JV LLC to me at the below address.

Thank you!

"Imagination is more important than knowledge." Albert Einstein

Lori Strommen | Project Manager

lstrommen@TheWaters.com

1600 Hopkins Crossroad

Minneapolis, MN 55305

Direct: 952-358-5149

Main: 952-358-5100

THE WATERS

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From: Lori Strommen

Sent: Wednesday, March 9, 2022 9:05 AM

To: Fuchs, Nick <fuchs@pewaukee.wi.us>

Cc: John Hunsicker <JHunsicker@thewaters.com>; Mitchell Brimeyer <mbrimeyer@thewaters.com>

Subject: Waters of Pewaukee - Return of \$126,000 Grading Escrow Deposit

Thanks so much Nick, I appreciate it!

"Imagination is more important than knowledge." Albert Einstein

Lori Strommen | Project Manager

lstrommen@TheWaters.com

1600 Hopkins Crossroad

Minneapolis, MN 55305

Direct: 952-358-5149

Main: 952-358-5100

THE WATERS

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From: Fuchs, Nick <fuchs@pewaukee.wi.us>
Sent: Wednesday, March 9, 2022 9:03 AM
To: Lori Strommen <lstrommen@thewaters.com>
Cc: John Hunsicker <JHunsicker@thewaters.com>; Mitchell Brimeyer <mbrimeyer@thewaters.com>
Subject: RE: Waters of Pewaukee - Return of \$126,000 Grading Escrow Deposit

[EXTERNAL SENDER]

I'm not sure the exact turnaround time, but it will be issued soon after approval.

Thanks.

Nick Fuchs
Planner & Community Development Director
[City of Pewaukee](http://CityofPewaukee.com)
W240N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-6007
fuchs@pewaukee.wi.us



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From: Lori Strommen <lstrommen@thewaters.com>
Sent: Wednesday, March 9, 2022 8:46 AM
To: Fuchs, Nick <fuchs@pewaukee.wi.us>
Cc: John Hunsicker <JHunsicker@thewaters.com>; Mitchell Brimeyer <mbrimeyer@thewaters.com>
Subject: RE: Waters of Pewaukee - Return of \$126,000 Grading Escrow Deposit

Thank you Nick, will the check be sent out immediately following the meeting?

"Imagination is more important than knowledge." Albert Einstein

Lori Strommen | Project Manager
lstrommen@TheWaters.com
1600 Hopkins Crossroad
Minneapolis, MN 55305
Direct: 952-358-5149
Main: 952-358-5100

THE WATERS

A Brand New Senior Living Experience Starts at TheWaters.com!

Our mission is to create a sense of community where everyone thrives.

From: Fuchs, Nick <fuchs@pewaukee.wi.us>
Sent: Wednesday, March 9, 2022 8:43 AM
To: Lori Strommen <lstrommen@thewaters.com>
Cc: John Hunsicker <JHunsicker@thewaters.com>; Mitchell Brimeyer <mbrimeyer@thewaters.com>
Subject: RE: Waters of Pewaukee - Return of \$126,000 Grading Escrow Deposit

[EXTERNAL SENDER]

Lori,

We will review and look to take this to the 4/4 Common Council meeting.

Thanks.

Nick Fuchs
Planner & Community Development Director
[City of Pewaukee](http://CityofPewaukee.com)
W240N3065 Pewaukee Road
Pewaukee, WI 53072
262-691-6007
fuchs@pewaukee.wi.us



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From: Lori Strommen <lstrommen@thewaters.com>
Sent: Tuesday, March 8, 2022 10:02 AM
To: Fuchs, Nick <fuchs@pewaukee.wi.us>
Cc: John Hunsicker <JHunsicker@thewaters.com>; Mitchell Brimeyer <mbrimeyer@thewaters.com>
Subject: Waters of Pewaukee - Return of \$126,000 Grading Escrow Deposit

Hi Nick,

Under the terms of the attached Cover Letter dated 4/30/2021, the \$126,000 Grading Escrow Deposit is to be returned to The Waters upon receipt of items 1 – 11 on the second page.

Attached is a zip folder containing all 11 items.

Also under the terms of the Cover Letter is the following language: "Upon the City's receipt of these items, the City will sign and return fully executed counterparts to this office and return to Developer any unused portions of the \$126,000 grading escrow deposit."

Please return the \$126,000 Grading Escrow Deposit with a check payable to SHP VI WSLG Pewaukee JV LLC to me at the below address.

Thank you

"Imagination is more important than knowledge." Albert Einstein

Lori Strommen | Project Manager

lstrommen@TheWaters.com

1600 Hopkins Crossroad

Minneapolis, MN 55305

Direct: 952-358-5149

Main: 952-358-5100



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GRADING AND STOCKPILING OF FILL MATERIAL AGREEMENT

THIS AGREEMENT, made and entered into this 3 day of May, 2021, by and between SHP VI WSLG PEWAUKEE JV LLC, a Delaware limited liability company, hereinafter collectively and individually called the "Developer," and the CITY OF PEWAUKEE, a Wisconsin municipal corporation of the State of Wisconsin, hereinafter called the "City."

WITNESSETH:

WHEREAS, the Developer or an affiliate of Developer proposes to develop certain lands located in the City of Pewaukee, Waukesha County, Wisconsin, being particularly described on Exhibit "A" attached hereto and incorporated herein by this reference (the "Property"), located at the northeast corner of Pewaukee Road (S.T.H. 164) and Hawks Meadow Drive, in the City of Pewaukee, Wisconsin; and

WHEREAS, the City previously approved the Developer's plan on December 2, 2019 to divide and develop the Property for housing for elderly or assisted living housing units under Pewaukee Ordinance 17.0416(c)(2) and consistent with the standard regulations as set forth in Chapter 236 of the Wisconsin Statutes and Chapter 18 of the City of Pewaukee Municipal Code regulating land division and development (collectively, the "Development"); and

WHEREAS, the City has reviewed the Developer's conceptual Grading Plan (as defined below); and

WHEREAS, one of the requisites for development of the Development is the installation of various private, as well as public, improvements to be implemented pursuant to a development agreement; and

WHEREAS, said development agreement has been prepared and approved by the City, but is not yet executed; and

WHEREAS, the Developer has requested the City to authorize and permit grading and stockpiling of fill material on the Property at this time; and

WHEREAS, the Developer has obtained the required Waukesha County Access Permit, State of Wisconsin Access Permit, and Wisconsin Department of Natural Resources Construction Site Storm Water Runoff Permit for the Development;

WHEREAS, the City recognizes that timing is a factor to be considered and is willing to allow Developer, at its risk, to perform grading and stockpiling as requested upon the condition, however, that the Developer agrees to those certain terms and conditions as more fully hereinafter set forth.

NOW THEREFORE, in consideration of the sum of one dollar (\$1.00) to each in hand paid, the receipt and sufficiency whereof is hereby acknowledged, and in further consideration of the mutual premises and covenants hereinafter set forth, it is hereby agreed by and between the parties hereto as follows:

I. THE CITY AGREES:

1. To permit the Developer to perform all grading and erosion control work on the Property in accordance with the Grading and Erosion Control Plans prepared by Stantec for Project No. 193805844 and dated April 28, 2021, attached hereto as Exhibit "B", incorporated herein by this reference (collectively, together with any further City-approved revisions thereto, "Grading Plan"), including, but not limited to, the installation of silt fencing, general grading of the site, and the construction of storm water management ponds (collectively the "Grading"), upon the terms and conditions set forth below.

2. To permit the Developer to stockpile appropriate fill materials on the Property, not to exceed the total amount 20,000 cubic yards, in anticipation of using said fill materials in the development of the Property (collectively the "Stockpiling"), upon the terms and conditions set forth below.

II. THE DEVELOPER AGREES:

1. All Grading and Stockpiling shall be done at the Developer's risk.

2. All Grading and Stockpiling shall comply with the Grading Plan, and as approved by the City Engineer (the City having approved of the Erosion Control Plans prepared by Stantec for Project No. 193805844 and dated April 28, 2021). All plans for such Grading and Stockpiling have been prepared on behalf of the Developer by a professional engineer licensed by the State of Wisconsin.

3. The City shall be reimbursed by the Developer for all reasonable costs incurred by the City in relation to the Grading and Stockpiling. These costs shall include, but not be limited to, plan review, inspection and related overhead costs. Said reimbursement shall be guaranteed by the Developer as set forth and required in Paragraph 9 below.

4. In the event the final review and approval by the City of the site engineering, grading, erosion control, storm water, and all other civil plans for the Development dictate revisions to the proposed grades, either at the Developer's request or at the direction of the Engineer, such re-grading shall be performed by the Developer without any recourse to the City whatsoever, prior to the commencement of any underground installations (excluding footings and foundations) in the affected area of the Development.

5. The Grading and Stockpiling shall be performed with proper control of soil erosion and with minimum siltation of existing drainage facilities. Any damage to the existing drainage facilities resulting from the Grading or Stockpiling, including siltation removal, shall be immediately repaired by the Developer. As appropriate, by virtue of delay in the development

process, vegetative cover shall be re-established by the Developer and/or effective erosion control measures shall be installed and continually maintained by the Developer, where vegetation has been removed, covered or destroyed.

6. Developer shall stabilize the site with vegetative cover by October 2, 2021. In the event the site is not stabilized with vegetative cover by October 2, 2021, the City may arrange for such work to be done, the reasonable costs of which shall be paid by the Developer.

7. In the event Developer abandons the Property, for any reason whatsoever, and such abandonment continues thirty (30) days after written notice from City to Developer, the City shall have the right to enter onto the Property and remove any stockpiled fill materials located on the Property. All of the stockpiled fill material disturbed area on the Property shall be stabilized with vegetative cover by October 2, 2021. In the event the stockpiled fill material disturbed area on the Property is not stabilized with vegetative cover by October 2, 2021, the City may arrange for such work to be done, the reasonable cost of which shall be paid by the Developer.

8. All truck traffic to and from the Property, as part of the operation permitted herein, shall be conducted by the Developer as governed by the applicable codes and regulations of Wisconsin Department of Transportation, Waukesha County and of the City, with respect to method, time, operations and routing. Any public street used for access to the Property shall be kept free of mud, dirt and debris on a daily basis. In the event a clean-up order from the City is not complied with after forty-eight (48) hours written notice from City to Developer, such work shall be arranged and accomplished by the City and paid for out of the deposit referred to in Paragraph 9 below.

9. To assure compliance with the conditions set forth in this Agreement, including, but not limited to, the establishment of positive soil erosion control measures, performance hereunder shall be guaranteed with a deposit by the Developer with the City in the amount of \$126,000.00 cash which shall be paid prior to the commencement of any activity on the Property by the Developer with respect to the Grading and Stockpiling. In the event Developer does not comply with or fully perform this Agreement after any applicable notice and cure periods (and if no notice or cure periods are provided for specifically, then such noncompliance or failure to perform continuing thirty (30) days after written notice from City to Developer), the City is authorized to stabilize the site or to take other action to correct the Developer's violations hereof by using the cash deposit for such purposes. Upon completion of the performance of this Agreement, or upon the City and Developer or an affiliate of Developer entering into a development agreement, the deposit, or remaining balance of the deposit, if any, shall be returned to the Developer within thirty (30) days thereof. In the event the City uses the cash deposit pursuant to this Section and the cash deposit is insufficient in amount to pay all costs as provided in this Section, the Developer shall remit payment of all owed amounts to the City within thirty (30) days of receipt of the City's invoice to the Developer.

10. This Agreement shall be binding upon the heirs, personal representatives, successors and assigns of the parties hereto.

11. Developer is responsible for DNR approval for required culverts in the Development. Further, it is the Developer's responsibility to comply with any and all provisions of DNR approval/denial conditions.

12. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

13. Upon execution of a development agreement by and between the City and Developer or an affiliate of Developer and approval of site engineering, grading, erosion control, storm water, and all other civil plans for the Development by the City based on their compliance with Federal, State and City laws, regulations and ordinances, this Agreement shall terminate and be of no further force and effect except for the obligation of City to return the cash deposit in Paragraph 9.

[Signature Page Follows]

IN WITNESS WHEREOF, the Developer and the City have caused this Agreement to be signed individually by the Developer and by the appropriate officers of the City, with its seal to be hereunto affixed the day and year inserted above.

DEVELOPER:

SHP VI WSLG PEWAUKEE JV LLC, a Delaware limited liability company

By: SHP VI Pewaukee Investor LLC, a Delaware limited liability company, its Managing Member

By: 
Name: Daniel McKeever
Title: Vice President

STATE OF New Jersey)
) ss.
COUNTY OF Morris)

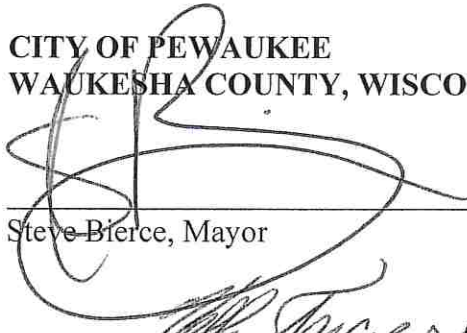
Personally came before me this 22nd day of April, 2021, the above named Daniel McKeever as Vice President of SHP VI Pewaukee Investor LLC, a Delaware limited liability company, the managing member of SHP VI WSLG Pewaukee JV LLC, a Delaware limited liability company, to me known to be the person who executed the foregoing instrument and acknowledged the same.


NOTARY PUBLIC
Commission expires _____

TAMIKA COOPER CLOSEIL
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 8/2/2023

CITY:

CITY OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN


Steve Bierce, Mayor


Kelly Tarczewski, Municipal Clerk

STATE OF WISCONSIN)
) ss.
WAUKESHA COUNTY)

Personally came before me this 3rd day of may, 2021, the above-named Steve Bierce, Mayor, and Kelly Tarczewski, Municipal Clerk, of the above-named municipal corporation, to me known to be the persons who executed the foregoing instrument and to me known to be such individual and Municipal Clerk of said municipal corporation and acknowledged that they executed the foregoing instrument as such officers as the deed of said municipal corporation by its authority and pursuant to the authorization by the Governing Body of the City of Pewaukee from their meeting on the 5 day of APRIL, 2021.



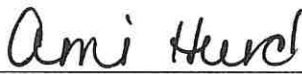

Notary Public, State of Wisconsin.
My Commission expires: 1/18/23

EXHIBIT A
LEGAL DESCRIPTION OF PROPERTY

Parcel 1:

That part of the Southwest Quarter (1/4) of the Southwest Quarter (1/4) of Section Fourteen (14), Township Seven (7) North of Range Nineteen (19) East, bounded and described as follows: to wit:

Beginning at the Northwest corner of the Southwest Quarter of the Southwest Quarter aforesaid, on the West line of said Section; thence East on Subdivision line of said Section, Twenty (20) chains to a post; thence South six (6) chains and twenty-five (25) links to a post on the division line; thence West twenty (20) chains to a post on the section line, thence North on said Section line six (6) chains and twenty-five (25) links to the place of beginning.

Waukesha County, Wisconsin

Parcel 2:

That part of the Northwest Quarter (1/4) of the Southwest Quarter (1/4) of Section Fourteen (14), Township Seven (7) North, Range Nineteen (19) East bounded and described as follows: to wit:

Commencing at a point eighteen (18) rods and ten and one-half (10 1/2) links North on the Section line from the Southwest corner of said Northwest Quarter (1/4) of the Southwest Quarter (1/4) of said Section Fourteen (14), running thence South eighteen (18) rods and ten and one-half (10 1/2) links to the last mentioned corner; thence East eighty (80) rods to the one eighth (1/8th) line; thence North on the one eighth (1/8th) line five (5) chains and ninety (90) links to the center of Old Plank Road; thence in a Northwesterly direction along the center of said Plank Road, nine (9) chains to a stake; thence South and parallel with the West line of said Section twenty-four (24) rods and four (4) links to a stake; thence West fifty (50) rods to the place of beginning. Excepting that parcel conveyed to Libby M. Hagedorn by Quit Claim Deeds dated April 26, 1968, filed May 1, 1968, as Document Nos. 711495 and 711496, being bounded and described as follows:

Beginning at a point on the West line of the Southwest 1/4 of Section 14, said point being due South and 1,022.57 feet distant from the West 1/4 corner of said Section; thence continuing due South along said West line, 175.00 feet; thence due East 278.58 feet; thence due North 175.00 feet; thence due West 278.58 feet to the place of beginning.

Excepting the West 50 feet thereof for highway purposes.

Also excepting the land conveyed to Waukesha County by Warranty Deed dated May 9, 2003, filed June 25, 2003, as Document 3013002.

LESS AND EXCEPT that part of the Southwest Quarter of Section 14, Township 7 North, Range 19 East, more particularly described as follows:

Beginning at a point on the West line of said Section 14 that is 1197.57 feet South 0 degrees 10 minutes 12 seconds East of the West Quarter corner of said section; thence continuing South 0 degrees 10 minutes 12 seconds East 541.87 feet along said West line to a point on the owners Southerly property line; thence South 89 degrees 19 minutes 42 seconds East 50.01 feet along said Southerly property line to a point; thence North 0 degrees 10 minutes 12 seconds West 542.61 feet to a point on the South line of those lands described in Volume 1120 of Deeds, Page 580 of Waukesha County Records; thence South 89 degrees 49 minutes 48 seconds West 50.00 feet along said property line to the point of beginning.

Also all those lands described on Reel 177 of Records, as Image 454, Waukesha County Records, that lie between the following described centerline of relocated C.T.H. "SS" and a line 50.00 feet Southwesterly of said centerline as measured normal to it. Said centerline is described as follows: Commencing at the East Quarter corner of Section 15, Township 7 North, Range 19 East, Town of Pewaukee; thence South 0 degrees 10 minutes 12 seconds East 71.08 feet to a point; thence North 56 degrees 7 minutes 12 seconds West 429.46 feet to the point of beginning of said centerline; thence South 61 degrees 36 minutes 16 seconds East 613.55 feet to a point of curve; thence along the arc of a 3 degrees 0 minutes 0 seconds curve 370.30 feet to a point, said curve having a center lying to the Southwest, a radius of 1909.86 feet and a long chord of 369.72 feet bearing South 55 degrees 03 minutes 00 seconds East; thence South 50 degrees 29 minutes 43 seconds East 399.43 feet to a point of curve; thence along the arc of a 3 degrees 0 minute 0 seconds curve 203.93 feet to a point, said curve having a center lying to the northeast, a radius of 1909.86 feet, and a long chord of 203.84 feet bearing South 53 degrees 33 minutes 15 seconds East; thence South 56 degrees 36 minutes 48 seconds East 600 feet to a point; said point being the end of said relocated centerline of C.T.H. "SS".
Waukesha County, Wisconsin

Parcel 3:

Part of the Southwest Quarter of Section 14, Township 7 North, Range 19 East, in the City of Pewaukee, Waukesha County, Wisconsin, bounded and described as follows:

Beginning at a point on the West line of the Southwest Quarter of Section 14, said point being due South of and 1022.57 feet distant from the West Quarter corner of said Section; thence continuing due South along said West line, 175.00 feet; thence due East, 278.58 feet; thence due North, 175.00 feet; thence due West 278.58 feet to the place of beginning.

Excepting Therefrom the West 50 feet for highway purposes.

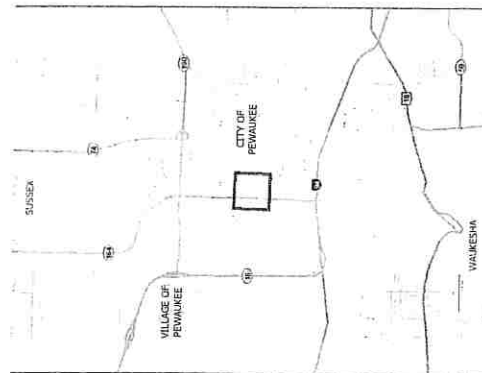
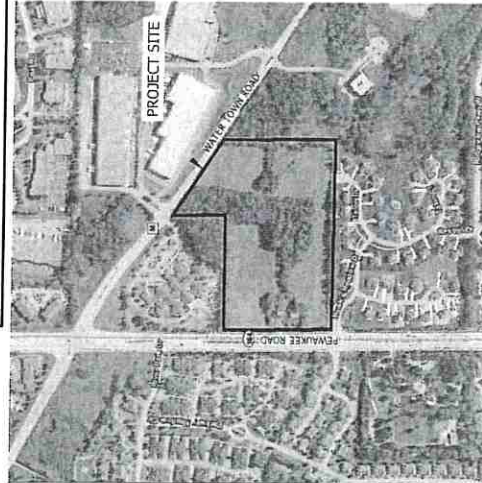
Further Excepting Therefrom those lands conveyed in Warranty Deed filed February 25, 2003, as Document No. 2939466.

Tax Parcel Numbers: PCW 0919991; PCW 0919995

EXHIBIT B
GRADING PLAN

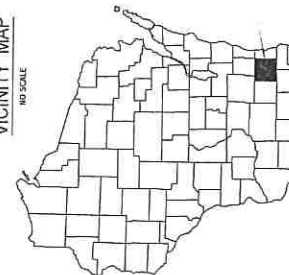
THE WATERS OF PEWAUKEE CITY OF PEWAUKEE WAUKESHA COUNTY, WISCONSIN GRADING & EROSION CONTROL - PHASE 1 ONLY

SHEET NUMBER	SHEET INDEX
GO.01	TITLE SHEET AND PROJECT INFORMATION
GO.02	LEGEND
GO.03	GENERAL NOTES & SPECIFICATIONS
GO.04	EXISTING SITE CONDITIONS AND REMOVALS
GO.05	EROSION CONTROL PLAN - PHASE 1
GO.06	EROSION CONTROL NOTES AND DETAILS
GO.07	EROSION CONTROL DETAILS
GO.08	TEMPORARY GRADING & UTILITY PLAN - PHASE 1
GO.09	TEMPORARY OUTLET STRUCTURE DETAILS - PHASE 1



VICINITY MAP
NO SCALE

LOCATION MAP
NO SCALE



WAUKESHA
COUNTY

PROJECT TEAM:

ARCHITECT:
KAAS WILSON
1301 AMERICAN BLVD E.
BLOOMINGTON, MN 55425
TEL. 612-729-5875
kws@kwsarch.com

CITY OF PEWAUKEE PLANNING DEPARTMENT
NICK FUCHS
PLANNER & COMMUNITY DEVELOPMENT DIRECTOR
TEL. 262-491-9107
W240 N3065 PEWAUKEE ROAD
PEWAUKEE, WI 53072

**DEPARTMENT OF PUBLIC
WORKS/CITY ENGINEER**
MAGDELENE WAGNER, P.E.
DPA/CITY ENGINEER
TEL. 262-491-1804
W240 N3065 PEWAUKEE ROAD
PEWAUKEE, WI 53072

DEVELOPER:
SHIP VIGILS PEWAUKEE JV LLC
ATTN: JONAS HANSEN
TEL. 952-358-5143
1600 HOPKINS CROSSROAD
MINNETONKA, MN 55305

CIVIL ENGINEER:
STANTEC CONSULTING
12075 CORPORATE PARKWAY,
SUITE 200
MEQUON, WI
Contact:
MATT CLEMENTI
TEL. 262-443-8002
Matt.Clementi@stantec.com

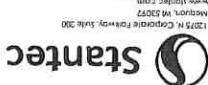


APRIL 28, 2021
MATT CLEMENTI, P.E.
WI E-23864

The location of various utility structures as shown on this plan are approximate. There may be other underground utility structures not shown. The engineer does not warrant the accuracy of the information provided by others. Stantec may not be aware of the location of other structures in the area. Stantec does not warrant the accuracy of the information provided by others. Stantec may not be aware of the location of other structures in the area. Stantec does not warrant the accuracy of the information provided by others. Stantec may not be aware of the location of other structures in the area.

TITLE SHEET AND PROJECT INFORMATION
THE WATERS OF PEWAUKEE
PEWAUKEE, WISCONSIN

APPROVALS



DATE OF SUBMITTAL	DATE
APRIL 28, 2021	
REVISION	DATE
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STANTEC ASSUMES NO RESPONSIBILITY FOR DAMAGES, LIABILITY OR COSTS RESULTING FROM CHANGES OR ALTERATIONS MADE TO THIS PLAN WITHOUT THE EXPRESSED WRITTEN CONSENT OF STANTEC.	
GOVERNING AGENCIES AND APPLICABLE CODES/GUIDELINES/REGULATIONS (MOST STRINGENT SHALL APPLY)	
AMERICAN ASSOCIATION OF STATE AND HIGHWAY TRANSPORTATION OFFICIALS (AASHTO)	
AMERICAN NATIONAL NOTE: AASHTO AASHTO	
AMERICAN WATER WORKS ASSOCIATION (AWWA)	
CITY OF PEWAUKEE	
CHAPTER 19 OF THE CITY OF PEWAUKEE (CITY) MUNICIPAL CODE	
STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN (GREEN BOOK)	
WISCONSIN DEPARTMENT OF TRANSPORTATION (WISDOT)	
WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR)	
WISCONSIN STATE AND LOCAL STATUTES AND ORDINANCES	
GOVERNING TECHNICAL STANDARDS	
CHAPTER NR 151-NR 811, WIS. ADM. CODE	
CITY OF PEWAUKEE TECHNICAL STANDARDS LATEST EDITION	
GENERAL	
WORKING HOURS:	
1. NO DELIVERIES OR PICKUPS ARE PERMITTED FROM 7:00 A.M. TO 7:00 P.M.	
2. NO DELIVERIES OR PICKUPS ARE PERMITTED ON HOLIDAYS, WEEKENDS AND/OR AFTER-HOURS WORK.	
INSPECTION:	
1. INSPECTION BY CITY OR ITS REPRESENTATIVE IS REQUIRED FOR ALL UTILITY AND PAVING WORK THAT WILL BE PERFORMED UNDER THE CITY'S OWNERSHIP. SOPE PRIVATE WORK MAY BE REQUIRED TO BE INSPECTED AS WELL.	
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NOTES:
1. ALL CONSTRUCTION SHALL BE STAKED WITH CEDAR POST PRIOR TO LAND DISTURBING ACTIVITIES.
2. MAY BALE DITCH CHECKS SHALL NOT BE USED IN SWALES AND SHALL BE REPLACED WITH BALE STONE CHECKS, SILT SOCKS, OR WATLES SHALL BE USED AS APPROPRIATE.
3. PROPOSED POND AREAS SHALL BE USED AS TEMPORARY SEDIMENT BASINS DURING ROUGH GRADING ACTIVITIES. GRADING ACTIVITIES TO BE PERFORMED PRIOR TO ROUGH GRADING SHALL BE RE-SCAVENGED POST ROUGH GRADING. TEMPORARY SEDIMENT BASINS SHALL ADHERE TO WISCONSIN TECHNICAL STANDARD 1004.

4. INLET PROTECTION (WSDOT 1006) SHALL BE: TYPE A FOR FIELD INLETS
TYPE D FOR CUB INLETS

5. DRAINAGE SWALES, TEMPORARY DIVERSIONS, SEDIMENT TRAPS, SEDIMENT BASINS, AND DETENTION PONDS ARE REQUIRED TO BE STABILIZED AND FULLY OPERATIONAL PRIOR TO RECEIVING THE OUTLET STRUCTURE PROGRAM. THE INSTALLATION OF THE OUTLET STRUCTURE PROGRAM SHALL BE COMPLETED PRIOR TO THE INSTALLATION OF THE OUTLET STRUCTURE PROGRAM.

6. SWALES IN AREAS OF SOFT GROUND OR INFILTRATION SWALES SHALL BE PROTECTED BY HEAVY EQUIPMENT. THE COMPACTION OF THE SUB SOILS BY HEAVY EQUIPMENT.

7. LEGEND

WETLAND (COLLECTED BY STANTEC AUGUST 2019)
WETLAND FILL
TREE AREA REMOVAL
EXISTING CONTOUR MINOR
EXISTING CONTOUR MAJOR
PROPOSED CONTOUR MINOR
PROPOSED CONTOUR MAJOR
SILT FENCE (1056) C1.03
SURFACE FLOW
TRACKING PAD (1057) C1.04
SNAKE FENCE
FUTURE INFILTRATION AREA - PROTECT WITH CONSTRUCTION FENCE
EROSION MAT NON-CHANNEL (1052) CLASS I, URBAN B
EROSION MAT CHANNEL (1053) CLASS II, TYPE C
TRW CLASS 3
OVERLAND FLOW PATH

LEGEND

WETLAND (COLLECTED BY STANTEC AUGUST 2019)

WETLAND FILL

TREE AREA REMOVAL

EXISTING CONTOUR MINOR

EXISTING CONTOUR MAJOR

PROPOSED CONTOUR MINOR

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SNAKE FENCE

FUTURE INFILTRATION AREA - PROTECT WITH CONSTRUCTION FENCE

EROSION MAT NON-CHANNEL (1052) CLASS I, URBAN B

EROSION MAT CHANNEL (1053) CLASS II, TYPE C

TRW CLASS 3

OVERLAND FLOW PATH

LEGEND

WETLAND (COLLECTED BY STANTEC AUGUST 2019)

WETLAND FILL

TREE AREA REMOVAL

EXISTING CONTOUR MINOR

EXISTING CONTOUR MAJOR

1. TRACKING PAD AT APPROVED EXITS AND INSTALL SNAKE FENCE
2. COMPLETE
3. REMOVE EXISTING BUILDINGS USING BUILDING SPECIFIC SILT FENCE
4. INSTALL PHASE 1 SILT FENCE AND INLET PROTECTION - WEEK OF 4/26
5. WISE I STRIPPING AND CLEARING INCLUDING TREE REMOVAL - WEEK OF 4/26
6. PHASE 1 ROUGH GRADING - WEEK OF 5/1 THROUGH WEEK OF 5/24
7. "MATTING AND SEEDING SHALL OCCUR AS SOON AS GRADES ARE ESTABLISHED"

CONSTRUCT SWALE AS SHOWN, LIMIT HEAVY TRUCKS BEFORE AND AFTER CONSTRUCTION. CONSTRUCTION AS DIRECTED BY ENGINEER.

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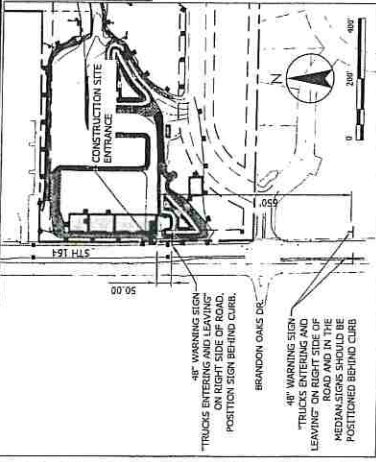
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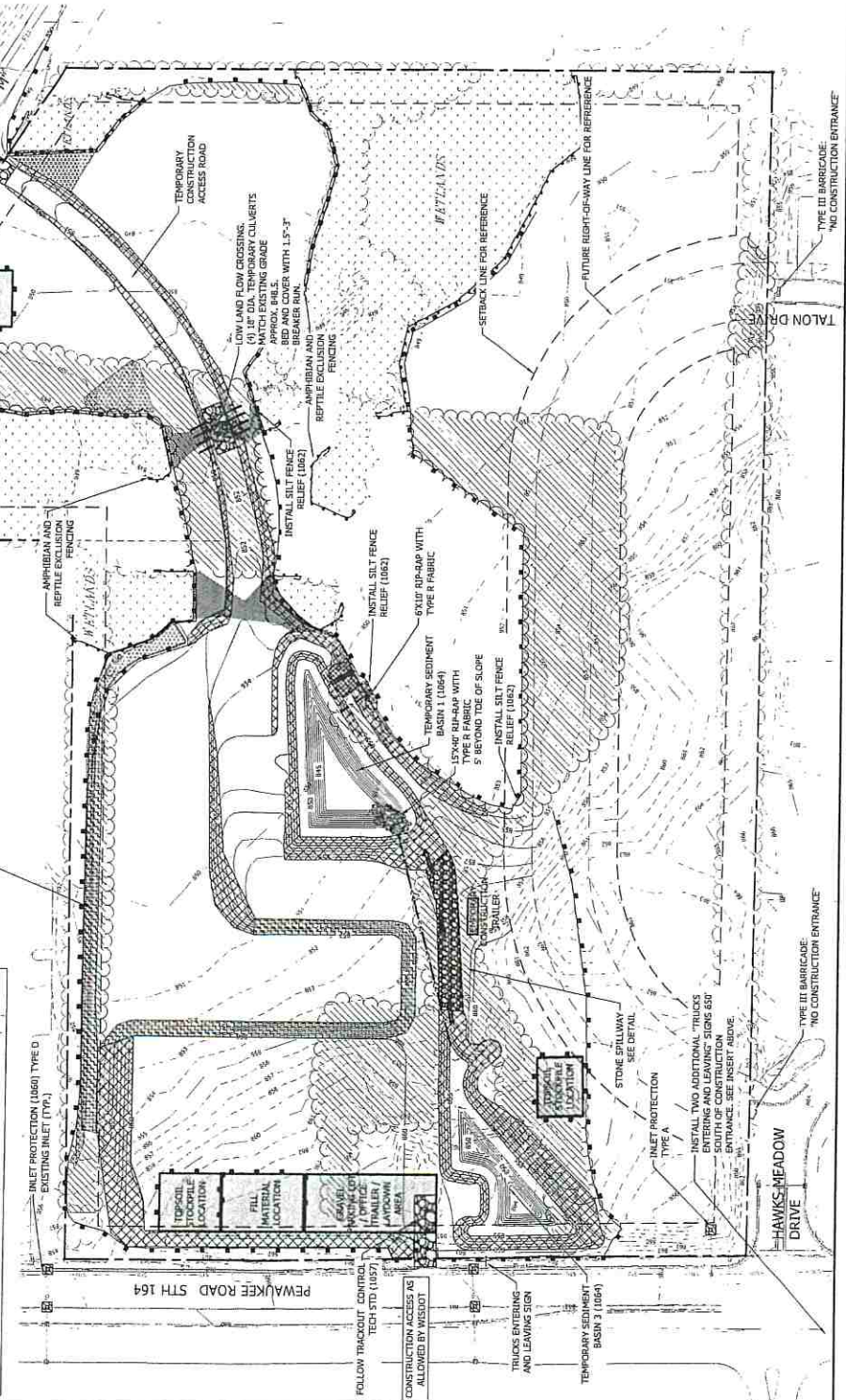
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EROSION CONTROL PLAN

GENERAL NOTES

- Contractor shall conform to all relevant federal, state, and local regulations; the conditions included in any permit; and to the conditions included in the project engineer's plans unless otherwise approved by the Wisconsin Department of Natural Resources (WDNR) and project engineer. Any changes or revisions to the project engineer's plans shall be submitted to the City of Pewaukee prior to implementation.
- Erosion control devices shall be installed in accordance with the latest edition of the WDNR technical standards and WI DOT Product Acceptability List (PAL).
- A copy of the erosion control plan and a list of all erosion control devices shall be kept on-site and available for inspection throughout the duration of the project. Submit plan revisions or amendments to the WDNR at least 5 days prior to field implementation. Any changes or revisions to the erosion control plan are required to be approved by the City of Pewaukee prior to implementation.
- At no time may construction equipment or fill be placed in a waterway or wetland, except as approved by WDNR permit. The contractor shall not store any equipment or material in any wetland, floodplain, or floodway.
- Public and private access roads shall be kept free of tracked sediment and at a minimum cleaned at the end of each workday (not by washing). As well, the contractor shall implement measures for dust control to the maximum extent practicable.
- Base soil minimization measures for dust control for 7 days, shall be stabilized with temporary or permanent seed and mulch (properly anchored by staking, netting, or tackifier). Hydrocarbon absorbents, oil and grease absorbents, and other compounds and materials used on the construction site shall be managed during the construction period to prevent their transport by runoff into waters of the state. In the event of any spill notification shall be immediately reported to the WDNR and local authorities. All construction debris and litter shall be cleaned daily.
- If the contractor determines that dewatering will be necessary, a dewatering plan shall conform to the City of Pewaukee Technical Standards and shall be submitted by the contractor to the WDNR for approval. All pumped effluent from dewatering operations (trench dewatering or otherwise) shall be discharged to a geotextile filter bag or to a Silt Fence. The filter bag shall be placed on vegetated/stabilized ground and secured by a sediment bale barrier conforming to Conservation Practice Standard 1055. The filter bag shall be placed on the top of the hay bales and secured. Discharge shall not be allowed to flow over unprotected ground. In no case shall pumped water be directed into the project limits prior to sediment removal. Notify the WDNR if dewatering is scheduled to occur in areas of soil and/or groundwater contamination, or if dewatering will occur from a high capacity well (70 GPM or greater). Provide anti-scour protection and maintain non-erosive flow during dewatering.
- Between September 15 and October 15 stabilize with mulch, tackifier and a perennial seed mix with winter wheat, annual ryegrass, or annual rye. During the non-growing season (Oct. 15 - April 15), winter stabilization shall include seeding with dormant seed mix and winter wheat, and the use of mulch and polymer/tackifier (as an anchoring method) or a Class 1-type B erosion mat on all bare soil areas of the site. Winter stabilization shall comply with the City of Pewaukee technical standards for winter stabilization.
- Mulch shall consist of hay or straw free of diseased plant residue, noxious weeds, noxious insects, heavy metals, hydrocarbons, and other known environmental toxicants.
- Mulch shall cover a minimum of 80% of the soil surface and shall be 1 1/2 inches thick.
- If the conditions are too cold to apply a polymer/tackifier, a topsoil or biodegradable netting shall be used as a temporary alternate anchoring method. Control inspection report. Once the snow is 2 inches or less on a majority of the site, the above-mentioned winter stabilization methods shall be immediately employed and shall comply with the City of Pewaukee technical standards.
- All finish graded ditches and swales shall be planted, sodded or seeded or mulched immediately after completion.
- At the time of the erosion control plan requires modification, the contractor shall submit an erosion control plan revision to the project engineer, City of Pewaukee, and the Wisconsin Department of Natural Resources for approval prior to proceeding. Winter stabilization shall comply with the City of Pewaukee technical standards.
- All land disturbing activities shall be conducted in a logical sequence as to minimize the amount of bare soil exposed at any one time. Maintain existing vegetation as long as possible.
- Any off-site sediment deposits shall be cleaned up and restored or stabilized within 24 hours, weather permitting, of any off-site sediment deposition. All sediment shall be properly disposed of and stabilized in an upland location on or off-site.
- Make appropriate provisions for watering, as needed, during the first 8 weeks following seeding or planting areas whenever more than 7 consecutive days of dry weather occur (no rain).

EROSION CONTROL INSTALLATION AND SEQUENCING

- Condition and site grading. Will not be permitted prior to installation of erosion controls and best management practices according to the appropriate phase of construction.
- Completion of grading any disturbed ground shall be temporally seeded and mulch placed within 7 days.
- Sediment Basins shall be re-excavated to remove any deposited sediment prior to construction and final graded to proposed pond grading design.
- Permanent stabilization shall occur after final grading, of any areas that were temporarily seeded.

REMOVAL OF EROSION CONTROL MEASURES

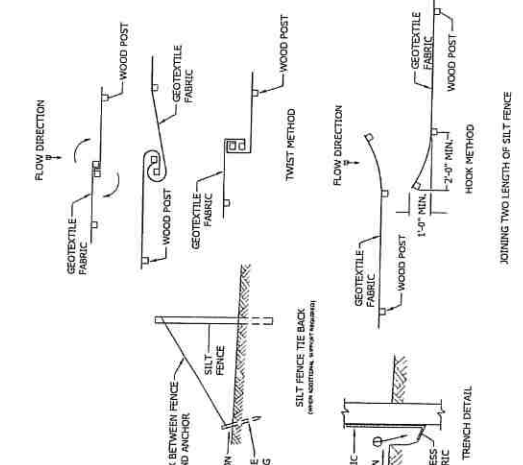
- Removal of the erosion control measures is only permitted after the site achieves final stabilization and with the approval of the City of Pewaukee and the Wisconsin Department of Natural Resources. Final stabilization means that all land disturbing construction activities at the construction site have been completed and that a uniform perennial vegetative cover is established with a density of at least 70 percent of the cover for the unpaved areas and areas not covered by permanent structures or that employ equivalent permanent stabilization measures.
- Inlet Protection Devices shall be removed when all land disturbing construction activities have been completed and the area has reached final stabilization. Final stabilization is defined as an established uniform perennial vegetative cover with an overall site density of at least 70%.
- Silt Fence shall be removed when all land disturbing construction activities have been completed and the area has reached final stabilization. Any soil disturbance that has occurred because of its removal shall be immediately stabilized.
- Tracking Pad shall be removed when all land disturbing construction activities have been completed along its associated access road. Any soil disturbance that has occurred as a result of its removal shall be immediately stabilized.
- Interim Manufactured Perimeter Control shall be removed when all land disturbing construction activities have been completed and the area has reached final stabilization. Any soil disturbance that has occurred because of its removal shall be immediately stabilized.

EROSION CONTROL INSPECTION AND MAINTENANCE

- Inspect all erosion control measures prior to commencing grading activities. Erosion control measures shall be inspected weekly and within 24 hours of every 1/2 inch or greater rain event. Maintenance shall be in accordance with the WDNR technical standards and the City of Pewaukee specifications and as deemed necessary by regulatory agencies. Keep inspection reports on-site and available upon request. All maintenance and/or repairs shall be completed within 24 hours of notification by the erosion control inspector. The contractor shall maintain an erosion control logbook on site noting inspection date and times, repairs necessary, and repairs made.
- The contractor shall install and maintain the erosion control measures in accordance with WDNR technical standards and as follows:
 - Maintenance shall take place by scraping or top-dressing with additional aggregate. A minimum 50-foot-long and 12-inch thick pad consisting of a minimum of 3 inches of aggregate shall be applied to the erosion control measures.
 - Silt Fence (1056). Sediment (debris) shall be removed when they reach 50% of the height of the silt fence. Removed sediment shall be deposited in a suitable non-wetland or floodplain area and stabilized. Silt fences that are damaged or not performing as designed shall be repaired or replaced immediately.
 - Outlet protection (1050). Maintenance shall be conducted to keep inlets functioning without ponding water for prolonged periods. Inlet fabric shall be replaced as needed.
 - Interim Manufactured Perimeter Control (1071). Sediment (debris) deposits shall be removed when they reach 50% of the height of the Interim Manufactured Perimeter Control product. Removed sediment shall be deposited in a suitable non-wetland or non-floodplain area and stabilized. Interim Manufactured Perimeter Control that is damaged or not performing as designed shall be repaired or replaced immediately.

GENERAL NOTES

- TRENCH SHALL BE A MINIMUM OF 4" WIDE & 6" DEEP TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. FOLD MATERIAL TO FIT TRENCH AND BACKFILL & COMPACT TRENCH WITH EXCAVATED SOIL.
- WOOD POSTS SHALL BE MINIMUM SIZE OF 1/2" x 1/2" OF OAK OR HICKORY.
- CONSTRUCT SILT FENCE FROM A CONTINUOUS ROLL IF POSSIBLE BY CUTTING LENGTHS TO AVOID JOINTS. IF A JOINT IS NECESSARY USE ONE OF THE FOLLOWING METHODS: 1) TWIST METHOD - OVERLAY THE END POSTS AND TWIST, OR ROTATE AT LEAST 180 DEGREES; 2) HOOK METHOD - HOOK THE END OF EACH SILT FENCE LENGTH.



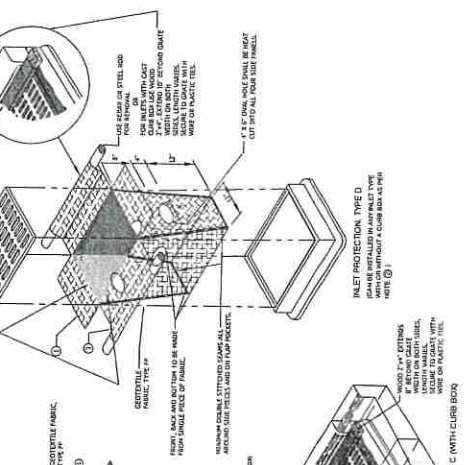
1 SILT FENCE

- FINISHED SIZE, INCLUDING SLOPE SIDES, UNLESS OTHERWISE SPECIFIED, SHALL BE A MINIMUM OF 1/2" WIDE & 6" DEEP TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. FOLD MATERIAL TO FIT TRENCH AND BACKFILL & COMPACT TRENCH WITH EXCAVATED SOIL.
- WOOD POSTS SHALL BE MINIMUM SIZE OF 1/2" x 1/2" OF OAK OR HICKORY.
- CONSTRUCT SILT FENCE FROM A CONTINUOUS ROLL IF POSSIBLE BY CUTTING LENGTHS TO AVOID JOINTS. IF A JOINT IS NECESSARY USE ONE OF THE FOLLOWING METHODS: 1) TWIST METHOD - OVERLAY THE END POSTS AND TWIST, OR ROTATE AT LEAST 180 DEGREES; 2) HOOK METHOD - HOOK THE END OF EACH SILT FENCE LENGTH.



2 INLET PROTECTION

- FINISHED SIZE, INCLUDING SLOPE SIDES, UNLESS OTHERWISE SPECIFIED, SHALL BE A MINIMUM OF 1/2" WIDE & 6" DEEP TO BURY AND ANCHOR THE GEOTEXTILE FABRIC. FOLD MATERIAL TO FIT TRENCH AND BACKFILL & COMPACT TRENCH WITH EXCAVATED SOIL.
- WOOD POSTS SHALL BE MINIMUM SIZE OF 1/2" x 1/2" OF OAK OR HICKORY.
- CONSTRUCT SILT FENCE FROM A CONTINUOUS ROLL IF POSSIBLE BY CUTTING LENGTHS TO AVOID JOINTS. IF A JOINT IS NECESSARY USE ONE OF THE FOLLOWING METHODS: 1) TWIST METHOD - OVERLAY THE END POSTS AND TWIST, OR ROTATE AT LEAST 180 DEGREES; 2) HOOK METHOD - HOOK THE END OF EACH SILT FENCE LENGTH.

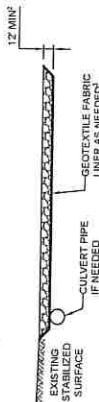
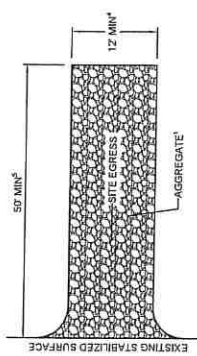


NOTES

1. USE HARD, DURABLE, ANGULAR STONE OR RECYCLED CONCRETE MEETING THE GRADATION IN TABLE 1, WHERE THIS INFORMATION IS NOT AVAILABLE, MEET THE GRADATION IN WISCONSIN DEPARTMENT OF TRANSPORTATION (DOT) 2018 STANDARD SPECIFICATIONS, SECTION 312. SELECT CAUSED MATERIAL.
2. SLOPE THE STONE TRACKING PAD IN A MANNER TO DIRECT RUNOFF TO AN APPROVED TREATMENT PLACE.
3. SELECT FABRIC TYPE BASED ON SOIL CONDITIONS AND VEHICLES LOADING.
4. INSTALL TRACKING PAD ACROSS FULL WIDTH OF THE ACCESS POINT, OR RESTRICT EXISTING TRAFFIC TO A DEDICATED EGRESS LAND AT LEAST 12 FEET WIDE ACROSS THE TOP OF THE PAD.
5. IF A 50' PAD LENGTH IS NOT POSSIBLE DUE TO SITE GEOMETRY, INSTALL THE MAXIMUM LENGTH PRACTICABLE AND SUPPLEMENT WITH ADDITIONAL PRACTICES AS NEEDED.

Table 1. Gradation for stone tracking pads

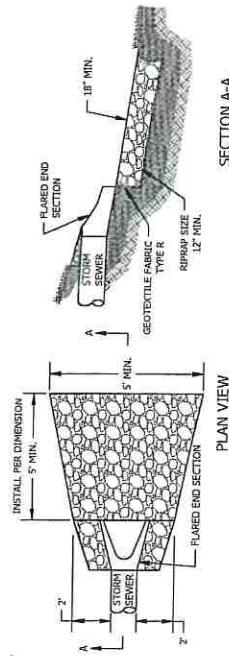
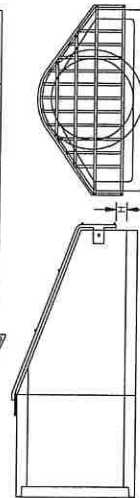
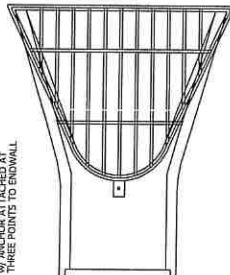
Sieve Size	Percent by weight passing
3/4"	100
2 1/2"	95-100
1 1/2"	85-100
3/4"	0-20
3/8"	0-5



TRACKING PAD (1057)
NTS

ENDWALL SIZE	RIP RAP DIAMETER	ANCHOR DIAMETER	HEIGHT
12"	1/4"	5/8"	2 1/4"
15"	3/8"	5/8"	3"
18"	1/2"	5/8"	4"
21"	3/4"	5/8"	4"
24"	1"	5/8"	4"
27"	1 1/4"	5/8"	5"
30"	1 1/2"	5/8"	5"
36"	1 3/4"	5/8"	5"
42"	2"	5/8"	6"
48"	2 1/4"	5/8"	6"

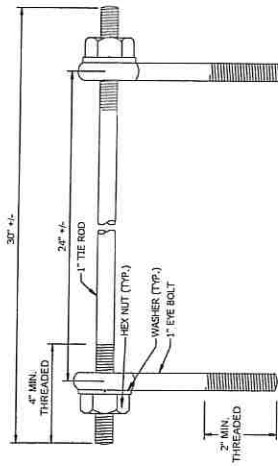
* 6" SPACING MAX.
ANCHORS SHALL BE PLACED IN A TRIANGULAR PATTERN WITH ANCHORS ATTACHED AT THREE POINTS TO ENDWALL



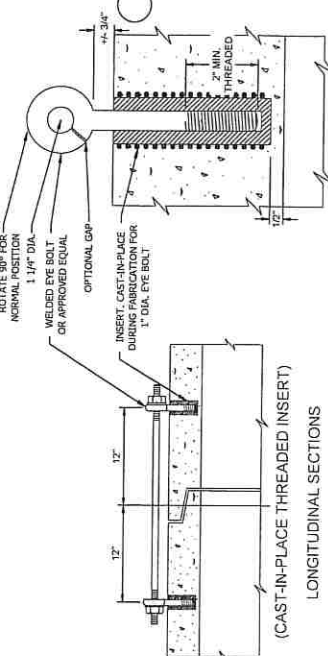
SECTION A-A

1. RIP RAP SHALL HAVE A MINIMUM AVERAGE DIAMETER OF 12 INCHES.
2. RIP RAP SHALL BE PLACED 18" THICK MINIMUM.
3. TOP OF RIP RAP SHALL BE CONSTRUCTED TO FINISH GRADE.
4. RIP RAP SHALL BE UNDERLAIN WITH GEOTEXTILE FABRIC, TYPE R.

RIP RAP AT ENDWALLS
NTS



EYE BOLTS AND TIE ROD



LONGITUDINAL SECTIONS

- NOTES:
1. ALL RIP RAP ENDWALLS AND ADJACENT 3 SECTIONS OF PIPE SHALL BE ANCHORED TOGETHER USING JOINT TIES.
 2. JOINT TIES SHALL BE HOT-DIP GALVANIZED PER ASTM A 153.
 3. HOLES SHALL BE CAST IN PLACE OR 12" FROM CENTER OF JOINT.

JOINT TIES
NTS

SILT FENCE RELIEF (1062)
NTS

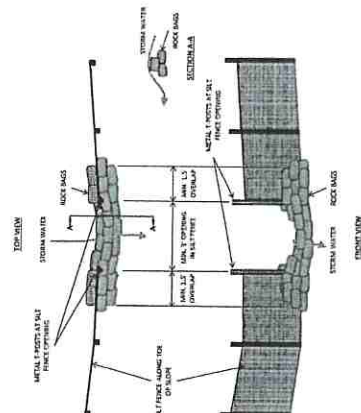
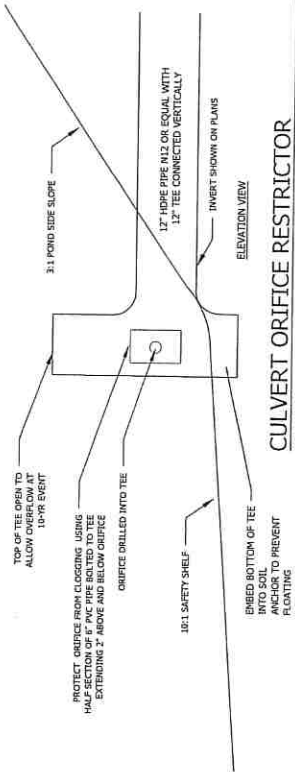


Figure 1.
Rock Bags Used to Set Fence Relief



**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 7.**

DATE: April 4, 2022

DEPARTMENT: Public Works

PROVIDED BY: Magdelene Wagner

SUBJECT:

Discussion and Possible Action Regarding the Easement for We Energies Gas and Electric Easement on the New Public Works Site [Wagner]

BACKGROUND:

We Energies is requesting an easement for the gas and electric utilities across a portion of the new Department of Public Works building site. The easement is being requested for service to the new building from Duplainville Road.

Staff and our Attorney have reviewed the document and have found it to be suitable.

The route is in conformance with the alignment we have discussed with them for both gas and electric service to the new building.

FINANCIAL IMPACT:

RECOMMENDED MOTION:

Council approve the We Energies Easement.

ATTACHMENTS:

Description

We Energies Easement Request

Wagner, Magdelene

From: Fowle, Jeff J <Jeff.Fowle@we-energies.com>
Sent: Wednesday, March 9, 2022 8:04 AM
To: Klein, Scott; Wagner, Magdelene
Cc: Rehner, Kevin D
Subject: Easement for Utility Facilities- N31W22606 Green Road
Attachments: PSCW Brochure Elec & Gas.pdf; City of Pewaukee easement.pdf

Good Morning Maggie & Scott,

In order to install the requested utility facilities at N31W22606 Green Rd., we will need to obtain easement rights from the City prior to installation. Attached please find a copy of the easement that is to be signed and notarized in black ink. Please return the signed easement to my attention at the address below. Upon receiving the signed easement, I will have it recorded with the Office of the Register of Deeds. To expedite your service a scanned copy may be emailed in the interim.

Please note that the Public Service Commission entitles you to a minimum of five days to examine the materials provided. However, you have the option to waive the five-day review period and sign and return the easement at any time.

If you have any questions, please feel free to contact Kevin or I. We appreciate your prompt attention to this matter.

Sincerely

Jeff Fowle
Right of Way Agent
We Energies
1830 S. West Ave.
Waukesha, WI 53189
Office: 262-574-3170
Mobile: 414-651-4459
Email: Jeff.fowle@we-energies.com

**DISTRIBUTION EASEMENT
UNDERGROUND**

Document Number

WR NO. **4724561** IO NO. **14699**

For good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, **CITY OF PEWAUKEE, a Wisconsin municipal corporation**, hereinafter referred to as "Grantor", owner of land, hereby grants and warrants to **WISCONSIN ELECTRIC POWER COMPANY, a Wisconsin corporation doing business as We Energies**, hereinafter referred to as "Grantee", a permanent easement upon, within, beneath, over and across a part of Grantor's land hereinafter referred to as "easement area".

The easement area is described as strips of land twelve (12) feet in width being a part of the **Southwest 1/4 of Section 12, Township 7 North, Range 17 East** in the City of Pewaukee, Waukesha County, Wisconsin; said lands further described in that certain **Special Warranty Deed** recorded on **February 4th 2022** as **Document No. 4650124**.

The location of the easement area with respect to Grantor's land is as shown on the attached drawing, marked Exhibit "A", and made a part of this document.

RETURN TO:
We Energies
PROPERTY RIGHTS & INFORMATION GROUP
231 W. MICHIGAN STREET, ROOM P129
PO BOX 2046
MILWAUKEE, WI 53201-2046

PWC 0911989
(Parcel Identification Number)

- 1. Purpose:** The purpose of this easement is to construct, install, operate, maintain, repair, replace and extend underground utility facilities, conduit and cables, electric pad-mounted transformers, manhole, electric pad-mounted switch-fuse units, electric pad-mounted vacuum fault interrupter, concrete slabs, power pedestals, riser equipment, terminals and markers, together with all necessary and appurtenant equipment under and above ground as deemed necessary by Grantee, all to transmit electric energy, signals, television and telecommunication services, including the customary growth and replacement thereof. Trees, bushes, branches and roots may be trimmed or removed so as not to interfere with Grantee's use of the easement area.
- 2. Access:** Grantee or its agents shall have the right to enter and use Grantor's land with full right of ingress and egress over and across the easement area and adjacent lands of Grantor for the purpose of exercising its rights in the easement area.
- 3. Buildings or Other Structures:** Grantor agrees that no structures will be erected in the easement area or in such close proximity to Grantee's facilities as to create a violation of all applicable State of Wisconsin electric codes or any amendments thereto.
- 4. Elevation:** Grantor agrees that the elevation of the ground surface existing as of the date of the initial installation of Grantee's facilities within the easement area will not be altered by more than 4 inches without the written consent of Grantee.
- 5. Restoration:** Grantee agrees to restore or cause to have restored Grantor's land, as nearly as is reasonably possible, to the condition existing prior to such entry by Grantee or its agents. This restoration, however, does not apply to the initial installation of said facilities or any trees, bushes, branches or roots which may interfere with Grantee's use of the easement area.
- 6. Exercise of Rights:** It is agreed that the complete exercise of the rights herein conveyed may be gradual and not fully exercised until some time in the future, and that none of the rights herein granted shall be lost by non-use.
- 7. Binding on Future Parties:** This grant of easement shall be binding upon and inure to the benefit of the heirs, successors and assigns of all parties hereto.
- 8. Easement Review:** Grantor acknowledges receipt of materials which describe Grantor's rights and options in the easement negotiation process and furthermore acknowledges that Grantor has had at least 5 days to review this easement document or voluntarily waives the five day review period.

Grantor:

CITY OF PEWAUKEE, a Wisconsin municipal corporation

By _____

(Print name and title): _____

By _____

(Print name and title): _____

Personally came before me in _____ County, Wisconsin on _____, _____,
the above named _____, the _____
and _____, the _____
of the CITY OF PEWAUKEE, a Wisconsin municipal corporation, for the municipal corporation, by its authority, and pursuant
to Resolution File
No. _____ adopted by its _____ on _____, _____.

Notary Public Signature, State of Wisconsin

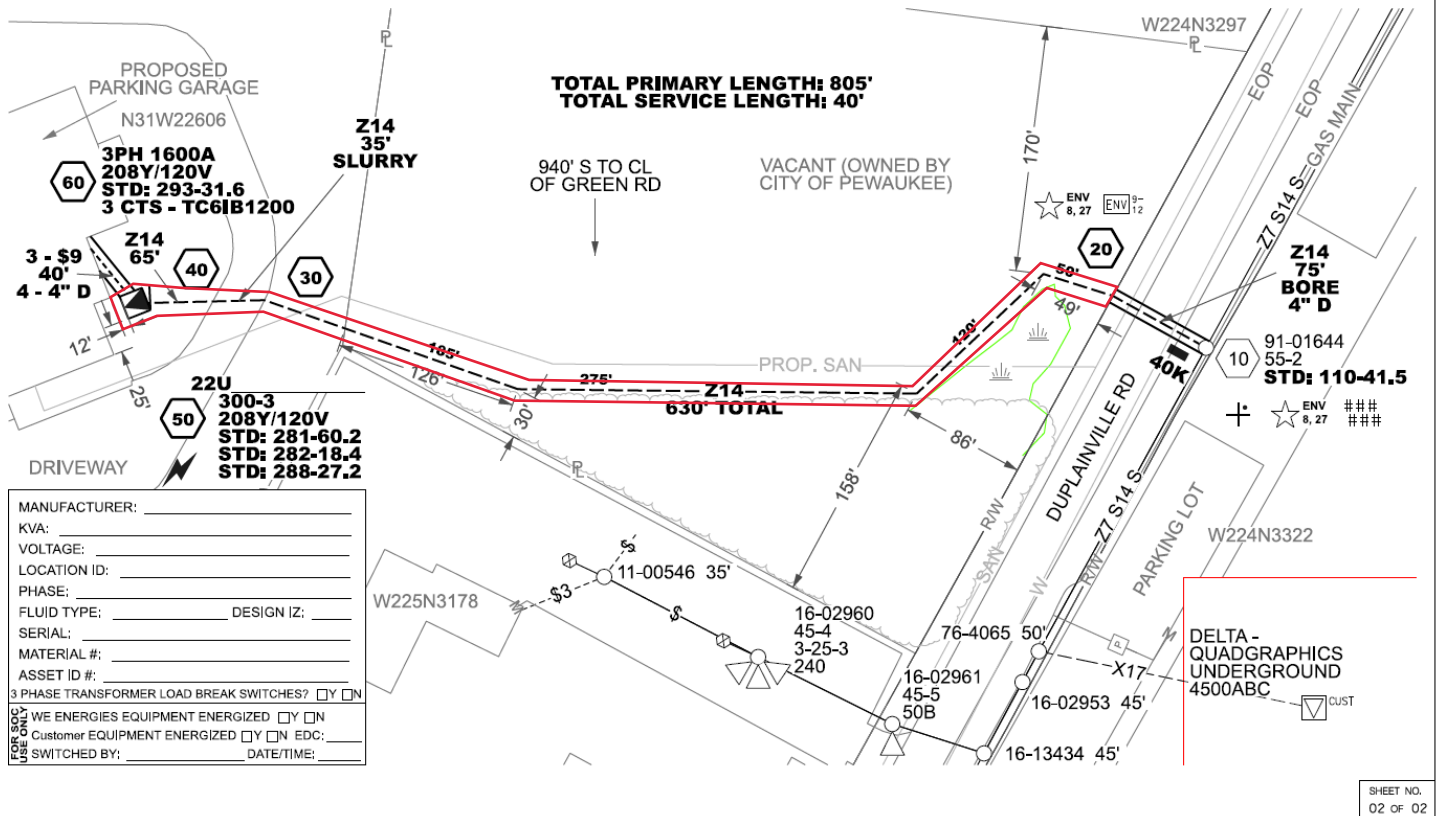
Notary Public Name (Typed or Printed)

(NOTARY STAMP/SEAL)

My commission expires _____

This instrument was drafted by Jeff Fowle on behalf of Wisconsin Electric Power Company, PO Box 2046, Milwaukee,
Wisconsin 53201-2046.

ELEC WR **WK 4724561**
 GAS WR **WK 4724559**



Page 5 of 7

RIGHTS-OF-WAY AND EASEMENTS

For Electric and Gas Distribution Facility Construction

INTRODUCTION

This pamphlet is intended to help you, the landowner, better understand the possible need for new utility facilities, how utilities build those facilities, and how you can be an important part of the process.

Electric distribution lines carry electricity from substations to customers. These types of electric lines include customer service connections and local distribution lines.

Gas distribution pipes carry natural gas from regulator stations to customers. These types of gas pipes include distribution mains of various sizes and service laterals.

A utility right-of-way (ROW) is a strip of land that a utility uses to construct, maintain, repair, or replace an overhead power line, underground power line, or gas main. The ROW allows the utility to provide clearance from trees, buildings and other structures that could interfere with the installation, maintenance and operation of the utility facilities. This ROW may be located in the roadway or on private property: It usually is from 6 to 12 feet wide, unless terrain, vegetation, larger utility facilities, or unusual construction obstacles require a wider easement.

1) What are some reasons new or reconstructed power lines might be needed?

New power lines may be needed because of:

- Growth in customer's average electricity use
- Growth in the number of customers and businesses in Wisconsin
- Replacement of old lines due to age of equipment
- Additional lines constructed from new substations needed to meet increased demand

2) What are some reasons new or reconstructed gas facilities might be needed:

New gas facilities may be needed because of:

- Growth in the number of natural gas customers
- Replacement of old pipes due to age or condition

- Increased usage of natural gas by existing customers

3) Do utilities need government approval to build new power lines or gas mains?

Yes. A variety of permits are needed from various governmental agencies. The Public Service Commission of Wisconsin (PSCW) reviews our request if a project exceeds \$5 million in cost.

Local road permits, Wisconsin Department of Transportation permits, Wisconsin Department of Natural Resources permits, Federal Aviation Authority permits, etc. are all required if the interests of those agencies are involved.

4) Can conservation eliminate the need for power lines or gas mains?

Yes and no. Right now, conservation helps reduce the need for new power lines, but is not eliminating all future needs. In order to eliminate the need for new utility facilities, conservation would have to be great enough to offset all the needs mentioned in questions one and two.

Conservation can reduce the number of new power lines and power plants needed because conservation makes energy use more efficient. The PSCW reviews utility plans for conservative programs in its Biennial Strategic Energy Assessment ("SEA").

5) How is it decided when and where new or reconstructed utility facilities will be built?

Our engineers use computer models of the power and natural gas systems to study the need for new utility facilities. The results help a utility decide if a new power line or natural gas main is needed or if an existing line or main should be rebuilt or relocated. In some instances the need for new or rebuilt power lines or natural gas mains becomes apparent due to insufficient capacity to meet customer requirements in an area.

6) Does We Energies have the right to construct its utility facilities on my property?

Wisconsin statutes allow us to construct our utility facilities on or along roadways with the consent of

local authorities as long as the utility facilities do not interfere with the use of the roadway by the public or with the use of the adjoining land. We usually have the option of building the distribution lines or mains and related facilities on private property or in the road right-of-way. However, if existing obstacles are in the way, the distribution line or main will be located to avoid these obstacles. If the distribution line or main is located on private property, an easement from the landowner is required. If the distribution line or main is located in road right-of-way, a permit from the municipality is required.

7) Will my trees need to be cut?

In some cases, power lines must be built along wooded areas or near existing trees. Therefore, trees in these areas need to be trimmed and sometimes removed.

In order to ensure safe and reliable power, it is important to keep power lines and above ground equipment free of any kind of interference. This means that tall-growing trees should not be placed near or under existing power lines. We maintain a regular trimming schedule to keep interference from trees to a minimum. It is important for customers to understand this requirement and cooperate with us for tree-trimming requirements.

In the case of natural gas facilities, trees or shrubs may need to be trimmed or removed for the installation and maintenance of the gas main.

In order to trim or remove trees along a roadway, the utility will obtain the consent of the owner of the tree.

8) What is an easement?

An easement is a written document that grants a permanent right to use land for a specific purpose, such as installing utility facilities to serve you and others. An easement “runs with the land” which means it stays with the property even if ownership of the property changes.

9) What can the landowner expect in the easement acquisition process?

Based on many years of experience, we developed a standard easement agreement which covers topics such as proper clearance/cover for utility facilities, restoration of the land and tree trimming. You, as a landowner, have the right to understand these issues as well as the need for distribution facilities.

To minimize impact on your property, we will make every reasonable effort to locate these facilities in setback areas that are unbuildable.

We also contact each potentially affected landowner and present the easement document.

10) What is required of the landowner in the easement document?

The easement document grants the utility the right to locate distribution facilities on the landowner’s property. It also requires the landowner to keep the easement area clear to allow the utility access to these facilities for maintenance and repair. Easement area should stay clear of trees.

11) What kinds of negotiations should be expected?

While our standard easement is intended to cover normal distribution facility installations, terms or conditions may be negotiated. If the landowner has questions, we will get answers. The right-of-way agent is your contact person and your source of information.

12) Are there specific waivers of rights involved in the easement negotiation process?

For electric facilities, PSC 113.0509 gives the landowner, unless voluntarily waived by the landowner, a minimum period of five days to examine the materials we provided before signing any new or revised easement agreement. If you, as the landowner, are comfortable signing the easement agreement after reading the document and getting answers to questions, you may waive the five-day review period established under PSCW Administrative Rules.

There is not comparable code provision for gas facilities; however as a courtesy to our customers, We

Energies applies the same practice in the attainment of gas distribution easements.

13) Does the use of eminent domain enter into easement negotiation discussions?

No. We do not mention eminent domain. We will work with the landowner to negotiate a solution on location of distribution facilities.

14) Does the utility ultimately have the right to use eminent domain?

Yes. However, as a general practice, we do not use eminent domain to install electric or gas distribution facilities. Only in extremely unusual situations would we consider the use of our eminent domain rights. In those cases specific discussions with the customer regarding the exercise of those rights will occur. (We have not used eminent domain on distribution facilities in over 35 years).

For more information:

For information on a specific project, contact We Energies or the PSCW.

Contact the PSCW at:
Public Service Commission of Wisconsin
P.O. Box 7854
Madison, WI 53707-7854
608-266-5481

Because the PSCW does not have detailed information about every distribution project, please provide the following information when contacting them:

- Utility Name
- Project Name
- Project Location

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM 8.**

DATE: April 4, 2022

DEPARTMENT: Clerk/Treasurer

PROVIDED BY:

SUBJECT:

Discussion and Possible Action Regarding **Resolution 22-04-13** Rescinding the Personal Property Taxes for Waukesha Bearings (PWC W447) in the Amount of \$23,779.74 Due to a Double Assessment [Tarczewski]

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION:

Approve Resolution 22-04-13 rescinding the personal property taxes for Waukesha Bearings (PWC W477) in the amount of \$23,779.74.

ATTACHMENTS:

Description

Resolution 22-04-13

RESOLUTION 22-04-13**RESCIND TAXES ON SPECIFIC PERSONAL PROPERTY
PURSUANT TO SECTION 74.33(1)(e), WIS. STATS.
IN THE CITY OF PEWAUKEE**

- WHEREAS;** Waukesha Bearings, further identified under personal property tax key PWC W477 was originally located at W231 N2811 East Roundy Circle; and
- WHEREAS;** Waukesha Bearings, moved from East Roundy Circle location to N17 W24222 Riverwood Drive on July 1, 2019; and
- WHEREAS;** The Wisconsin Department of Revenue notified the City Assessor's Office on March 31, 2021 that they will no longer assess the personal property account for Waukesha Bearings, located at the East Roundy Circle; and
- WHEREAS;** Waukesha Bearings filed their 2021 Statement of Personal Property form for the Riverwood Drive Location on April 16, 2021 and personal property tax key PWC W468 was created; and
- WHEREAS;** The 2021 property assessment value for PWC W468 was established at \$1,440,900 resulting in a tax payment charge of \$15,885.16; and
- WHEREAS;** The 2021 property assessment for PWC W477 was a "doomage" value set at \$1,908,100 because the property owner failed to notify the City Assessor that they moved and they did not file a statement of personal property form which resulted in tax payment charge of \$23,779.74; and
- WHEREAS;** Waukesha Bearings has petitioned the Common Council pursuant to the provisions of Section 74.33(1)(e) of the Wisconsin Statutes to rescind the personal property taxes on PWC W477 which is shown in the 2021 tax roll due to a palpable error; and,
- WHEREAS;** The City Assessor recognizes there is a double assessment for this property owner and recommends the total rescission amount of \$23,779.74 tax due and owing on and against the parcel referenced above.

NOW, THEREFORE, BE IT RESOLVED, by the Pewaukee Common Council as follows:

1. The personal property tax shown on the tax roll against PWC W477 shall be rescinded in the amount of \$23,779.74.
2. The taxpayer is **not** entitled to any refunds, since the tax bill is outstanding.
3. The City Assessor is directed to remove account PWC W477 from the City's tax roll records.
4. The Waukesha County Treasurer shall be notified of these actions.

SEVERABLE: The several sections of this resolution are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision shall apply only to the specific section or portion thereof directly specified in the decision, and shall not affect the validity of any other provisions, sections or portions thereof of the resolution. The remainder of the resolution shall remain in full force and effect. Any other resolutions whose terms are in conflict with the provisions of this resolution are hereby repealed as to those terms that conflict.

Dated this 4th day of April, 2022.

COMMON COUNCIL, CITY OF PEWAUKEE
WAUKESHA COUNTY, WISCONSIN

ATTEST:

Steve Bierce, Mayor

Kelly Tarczewski, Clerk/Treasurer

**CITY OF PEWAUKEE
COMMON COUNCIL AGENDA ITEM •**

DATE: April 4, 2022

DEPARTMENT: Public Works

PROVIDED BY: Magdelene Wagner

SUBJECT:

§19.85(1)(e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session specifically regarding the Duplainville Road Easement acquisitions.

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDED MOTION: