

**CITY OF CHIPPEWA FALLS
BOARD OF PUBLIC WORKS
MEETING MINUTES
MONDAY, JULY 27, 2020 – 5:30 PM**

The Board of Public Works met in City Hall and remotely via Webex on Monday, July 27, 2020 at 5:30 PM. Present remotely were voting board members Mayor Greg Hoffman, Director of Public Works Rick Rubenzer, Finance Manager Lynne Bauer, Alderperson Paul Olson and Darrin Senn. Also present remotely was Park and recreation Director Dick Hebert.

1. **Motion** by Olson, seconded by Bauer to approve the minutes of the June 29, 2020 Board of Public Works meeting. **All present voting aye. MOTION CARRIED.**

2. The Board of Public Works considered the attached summary pages for the Compliance Maintenance Annual Report. Utilities Manager Rubenzer explained that the “F” rating in influent levels was due to exceeding BOD 90% limits on 11 occasions and BOD 100% limits on eight occasions in 2019. He surmised these exceedances were due to high BOD content in the leachate being accepted from Seven Mile Landfill and a high amount of septage being hauled to the plant. Seven Mile has increased testing frequency so that the Waste plant is aware of and won’t accept high concentration discharges. Another possibility is discharge from the cities two highest industrial dischargers of BOD. The waste plant continues to have a rerating process completed which will change influent volume and hydraulic load capacity ratings.
Motion by Olson, seconded by Hoffman to recommend the Common Council accept the 2019 electronic Compliance Maintenance Annual Report (eCMAR) and approve the corresponding resolution and authorize Mayor Hoffman to execute the said resolution. **All present voting aye. Motion Carried.**

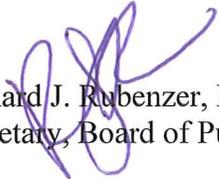
3. Park and Recreation Director Dick Hebert appeared and discussed the attached proposed preliminary design of the Casper Park Disc Golf Course with the Board of Public Works. Permission was granted to use the (98 acres) of the City utility west wellfield area in conjunction with Casper Park to construct a disc golf course at the January 21, 2020 Common Council meeting. Director Hebert presented the ADA accessible course shown with blue lines on the attached course layout. He presented the Championship Level course shown with yellow lines. Director Hebert listed 1) a concern that the proposed course would be in conflict with the Tilton Road Public Works storage area. Rubenzer replied that he and Street Manager Ruf agreed no long term uses of the area would be impacted by the proposed golf course. 2) a concern that the flat area along Nelson Road where the proposed parking lot is shown would be developed in the future. Rubenzer replied that as Utility Manager, a disc golf course with no chemical vegetation treatment would be an acceptable use over this wellhead protection area. He continued that the parcels are zoned P-1 Public and Institutional where residential development is not a permitted use. The council “could” “rezone” the area but that it was unlikely. 3). That the Forestry, Parks and Recreation and Utilities Departments were in approval of a minimum of tree removals for course greens fairways and tee boxes. 4). That walking and access paths made of crushed granite be constructed for the ADA accessible course.

Mr. Hebert stated that the course layout was preliminary and subject to the availability of an easement. His intention is to get hole sponsors to fund the course design and materials with volunteers doing much of the construction. He gave a rough estimate of \$300 per basket per hole for materials. He estimated mowing the fairways once per week in the Spring and early summer and then a couple times per month as the summer went on. He stated that Menomonie and Eau Claire each had two or three disc golf courses and an addition at Casper Park would be enthusiastically received in the city of Chippewa Falls and the region.

Mr. Hebert noted that the Park Board would be seeing the layout and he would be bringing the final layout and a better estimation of design and construction costs back to the Board of Public Works.

Motion by Olson, seconded by Rubenzer to recommend the Common Council approve the preliminary design of a ADA accessible and Championship Level Disc Golf Course on the City west wellfields around Casper Park and Casper Park also. **All present voting aye. MOTION CARRIED.**

4. **Motion** by Olson, seconded by Bauer to adjourn. **All present voting aye. MOTION CARRIED.** The Board of Public Works meeting adjourned at 5:56 P.M.


Richard J. Rubenzer, PE
Secretary, Board of Public Works

NOTICE OF PUBLIC MEETING

CITY OF CHIPPEWA FALLS, WISCONSIN

IN ACCORDANCE with the provisions of Chapter 19, Subchapter IV of the Statutes of the State of Wisconsin, notice is hereby given that a public meeting of the:

Board of Public Works: XXX

Reasonable accommodations for participation by individuals with disabilities will be made upon request. Please call 715-726-2736.

Will be held on **Monday, July 13, 2020 at 5:30 P.M. in the City Hall Council Chambers**, Chippewa Falls, Wisconsin. The Mayor and Board of Public Works members may not be physically present at the meeting but may attend remotely. The meeting may be viewed via livestream at the www.chippewafalls-wi.gov live stream link. **To participate in this meeting, please call 715-726-2762.** Items of business to be discussed or acted upon at this meeting are shown on the attached Agenda or listed below:

NOTE: If you are a board member and unable to attend this meeting, please contact the Engineering Dept. at 726-2736.

NOTE:

THE BOARD OF PUBLIC WORKS MEETING

FOR

MONDAY, JULY 13, 2020

IS

CANCELLED

DUE TO A LACK OF AGENDA ITEMS.

NOTICE IS HEREBY GIVEN THAT A MAJORITY OF THE CITY COUNCIL MAY BE PRESENT AT THIS MEETING TO GATHER INFORMATION ABOUT A SUBJECT OVER WHICH THEY HAVE DECISION MAKING RESPONSIBILITY.

Please note that attachments to this agenda may not be final and are subject to change. This agenda may be amended as it is reviewed.

CERTIFICATION

I hereby certify that a copy of this Notice was placed in the Chippewa Herald mailbox, 1st floor, City Hall and posted on the City Hall Bulletin Board on Tuesday, July 7, 2020 at 1:00 PM by Mary Bowe.

Compliance Maintenance Annual Report

Chippewa Falls Wwtp

Last Updated: Reporting For:
7/15/2020 2019

Grading Summary

WPDES No: 0023604

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent	F	0	3	0
BOD/CBOD	A	4	10	40
TSS	A	4	5	20
Phosphorus	A	4	3	12
Biosolids	A	4	5	20
Staffing/PM	A	4	1	4
OpCert	A	4	1	4
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			32	116
GRADE POINT AVERAGE (GPA) = 3.62				

Notes:

- A = Voluntary Range (Response Optional)
- B = Voluntary Range (Response Optional)
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

Compliance Maintenance Annual Report

Chippewa Falls Wwtp

Last Updated: Reporting For:
7/15/2020 2019

Resolution or Owner's Statement

Name of Governing Body or Owner:	<input type="text"/>
Date of Resolution or Action Taken:	<input type="text"/>
Resolution Number:	<input type="text"/>
Date of Submittal:	<input type="text"/>
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):	
Influent Flow and Loadings: Grade = F	<input type="text"/>
Effluent Quality: BOD: Grade = A	<input type="text"/>
Effluent Quality: TSS: Grade = A	<input type="text"/>
Effluent Quality: Phosphorus: Grade = A	<input type="text"/>
Biosolids Quality and Management: Grade = A	<input type="text"/>
Staffing: Grade = A	<input type="text"/>
Operator Certification: Grade = A	<input type="text"/>
Financial Management: Grade = A	<input type="text"/>
Collection Systems: Grade = A (Regardless of grade, response required for Collection Systems if SSOs were reported)	<input type="text"/>
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00) G.P.A. = 3.62	
<input type="text"/>	

COMPLIANCE MAINTENANCE RESOLUTION

WHEREAS: Wisconsin Administrative Code NR 208 requires the Owner of a wastewater treatment facility to complete an electronic Compliance Maintenance Annual Report (eCMAR).

WHEREAS: The Manager of Public Utilities has completed the eCMAR for 2019 and presented it to the Board of Public Works.

WHEREAS: Monthly Average Influent BOD loading, lbs/day, exceeded 100% of design load eight times, and exceeded 90% of design load eleven times.

WHEREAS: The Board of Public Works reviewed the eCMAR on July 27, 2020 and recommended adoption of a resolution documenting the review of the eCMAR and recommending the following corrective actions required:

- As no Effluent issues were caused by the increased BOD loading, continue monitoring Influent loadings and Facility performance in treating the increased loading.
- Complete the study currently underway, with the intention of re-rating the facility organic loading capacity, and/or identify possible equipment upgrades which would help make the re-rating possible.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Chippewa Falls, Wisconsin informs the Department of Natural Resources that the electronic Compliance Maintenance Annual Report has been reviewed and corrective actions have been taken.

BE IT FURTHER RESOLVED, that the Manager of Public Utilities is directed to submit this resolution and eCMAR to the DNR.

Dated this 4th Day of August, 2020

Alderman

ADOPTED _____

APPROVED _____
Mayor

ATTEST _____
City Clerk

July 27 2020
BPCW

