

**NOTICE OF PUBLIC MEETING****Public Works Committee/**

Ryan Austin, Chairperson

Sheri Evanson, Secretary

Dennis Polach

Mayor Blaser

Notice is hereby given of a meeting of the Public Works Committee to be held in the **Council Chambers** at City Hall, 444 West Grand Avenue, Wisconsin Rapids, at **5:00 p.m. on Thursday, April 13th, 2023**. The meeting will be streamed live on the City of Wisconsin Rapids Facebook page and will also be broadcast live on Charter Cable Channel 985 and Solarus HD Cable Channel 3. If a member of the public wishes to access this meeting live via Zoom audio conferencing, you must contact the City Clerk at least 24 hours prior to the start of the meeting to coordinate your access. This meeting is also available after its conclusion on the City's Facebook page and Community Media's YouTube page, which can be accessed at www.wr-cm.org. It is possible that members of the Committee may appear remotely via video or audioconferencing for this meeting.

Agenda

1. Call to order
2. Review Engineering & Street Department Monthly Activity Report.
3. Review and consider removing the no parking restrictions on 3rd Street South from East Grand Avenue to Oak Street.
4. Review and consider modifying Chapter 33 Stormwater Management Utility to remove charges imposed for undeveloped parcels prescribed in 33.09 Charge Formulas (4) Undeveloped.
5. Review the 2022 MS4 Annual Report.
6. Review referral list
7. Set Next Meeting Date
8. Adjourn

Ryan Austin, Chairperson

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The City of Wisconsin Rapids provides access to meetings to all citizens. If access to this meeting through video or audio means is not possible due to a disability, notification to the City's IT Manager at 715-421-8288 at least 48 hours prior to the scheduled meeting is encouraged to request accommodations.



PUBLIC WORKS DEPARTMENT

1411 CHASE STREET
WISCONSIN RAPIDS, WI 54495
(715) 421-8218 FAX (715) 421-8281

March 2023

- Eastside Compost site is scheduled to open on Monday April 17, with the Westside to open with extended hours on Tuesday April 18.
- First brush collection will begin the week of April 24th, with the Spring yard waste collection to start the week of May 1.
- Starting April 3, 2023, the City Garage is closed to all general public in-person foot traffic. The sale of compost, compost passes, pit materials, general questions of garbage/recycling collection and street maintenance/construction activities will now take place in-person at City Hall on the second floor at the Engineering Office or by calling the current phone number of 715-421-8218.
- We currently have three vacant positions due to one unforeseen retirement of an employee of 19 years and a resignation of an employee of 4 years. We currently are recruiting internally and advertised externally for vacant positions.

Refuse and Recycling

- Garbage Collection estimate 325.35 tons (2022 315.25 tons)
- Recycling Collection estimate 98.65 tons (2022 95.44 tons)

Construction

Lyons Park Flood Levee (1681 2nd Ave to Lyon Park)

Items to complete in spring:

- Asphalt trail tie in at river wall (North and South)
- Finish rake and seed earth berm and disturbed areas
- Asphalt trail tie in at Woodbine and 2nd Ave
- Asphalt patch between wall and back of curb

9th Ave North (West Grand Ave – Freemont Street)

Items to complete in spring:

- Restoration of green spaces from West Grand Ave – High Street
- Entire construction of High Street – Freemont Street
- Some Concrete Carriage Walks

Freemont Street (7th Ave N – 10th Ave N)

Items to complete:

- Concrete sidewalks and curb ramps
- Asphalt patch driveways
- Backfill of curb and site restoration

Oak Street (East Jackson Street – 16th ST N)

- Removal of trees necessary for Construction
- Trimming trees that would be damaged by excavator swing
- Moving equipment and trailers in preparation of start 4/10/2023

Streets Maintenance

- Patched city streets with cold patch
- Bike trail, brush trimming
- Remove sand barrels for the season
- Equipment training for employees who may fill in
- Plowed or salted multiple snow and ice events
- Removed snow from Sidewalk complaints
- Removed snow from downtown business areas
- Winged back snow from blowing
- Loaded out snow from parking lots
- Building Maintenance
- Completed annual OSHA 10 Training
- Assisted Parks with tree removal throughout the city
- Sanitary manhole repairs
- Swept chipseal streets, downtown business areas and highways to remove some winter dirt
- Assisted Waste Water with flushing of dead end manholes
- Assisted with Carpet Cleaning at Centralia Center
- Fixed snow plow damage from early and late snow events
- Assisted Waste Water with Dead End flushing and Sewer interceptor cleaning
- Assist with painting at the Centralia Center
- Prep Compost sites for Summer use
- Working on Spring cleanup of debris removal of islands and dirt from Winter on streets
- Remove partition walls from Centralia Center
- Service Equipment
- Constructed new hoses for construction season
- Review and replace SDS sheets for stockroom
- Remove Ice from 8th Street cross drain
- Excavate footings for Prairie Dog exhibited at Zoo
- Took delivery of remaining salt contract
- Dig out catch basins to prep for rain event
- Assisted with Sanitary, Water and Storm Install

Paint and Signs

- Replaced 30” Stop signs that no longer meet the MUTCD requirements as well as Speed Limit signs and Yield signs
- Replace seasonal banners
- Preparing to repair damaged signs due to winter plowing and poor driving

Shop and Repairs

- Routine service work fleet trucks
- Off Season Equipment maintenance (Sweeper, Paint Machine, Screen Plant)
- Service Police and Fire’s fleet
- Repaired broken Oil Pan in Garbage Truck



ENGINEERING DEPARTMENT
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
 Engineering (715) 421-8205 FAX (715) 421-8291

ENGINEERING DEPARTMENT Monthly Activity Report

March 2023

Permits & Degradation

- 12 Permits/Licenses (19 last month) for asphalt paving (0), driveway grades/concrete pour inspections (0), storm water (0), excavating (5), Street Privilege (0), storm connection (0), permit parking (1), banner (0), environmental testing well (0), contractor licenses (6)
 - This year – 57 permits & licenses
- 134 Diggers Locates for Storm Sewer & Sanitary Sewer (44 last month)
 - 2 Emergency locates (2 after hours)
- Degradation fees - this year = \$12,842.07
 - This month = \$5,431.15 (\$1614.92 last month)

Traffic

- Vision Triangle Complaints
 - 4th Ave N and W Grand Ave – Southbound left – review is complete. The westerly most parking stall on the north side of W Grand Ave closest to 4th Ave will be removed to allow better visibility and increase the safety of motorists attempting to see traffic coming from the east. Work order will be sent out for painting in spring.
- Stop Sign / Yield Sign Requests
 - Traffic studies for the following intersections will be completed in February.
 - 13th St N & Prospect St – 10/6/22
 - Data gathering is complete. Initial review of the data confirms that all intersections except for 14th St N & Avon St are suitable as uncontrolled. We are further reviewing 14th St N and Avon St due to a series of accidents since 2014 that may justify increasing traffic control to yield.
- Traffic Study
 - A memo with recommendations was provided to PD to share with the school on 3/15. Woodside School pick-up and drop-off traffic has created queueing and safety related issues on Two Mile Ave extending onto 8th St S. Observations were made on February 2nd and 3rd. From those observations recommendations have been developed and will be shared with the school and Police Dpt.
 - Request to allow right turn no stop for westbound traffic on Two Mile Ave at 1st St S. Some preliminary research has been done to gather guidance documents. A traffic study needs to be completed prior to modifying any signage.



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- ITS Standalone Signal Grant
 - ITS Standalone Signal Grant – Reapply for Chase St and High St - Grant submission on April 7th
 - 2023 Project
 - Material/equipment supplies are creating some challenges and schedule creation is pending.
 - Bid awarded to Pember Companies. Contracts are signed and Notice to Proceed has been issued.
 - Bid opening was Dec. 8th at 10am.
- Signal complaints
 - A request for traffic signals at 16th St S and Expressway to switch quicker for vehicles heading north and south on 16th St S AND for the green to stay on longer.
 - Request to make 3rd St / Market St / Jackson St intersection an all-way stop.
 - STH 54 & CTH W – too few cars can get through (9/20/2022)
 - Chestnut & 8th St – too few cars can get through (9/20/2022)
 - W Grand & Expressway – left turn coming on when it shouldn't (9/30/2022)
- Signal Equipment
 - Met with Gridsmart 3/29 to replace a damaged camera at Plover Rd and Baker St
 - Spare cabinet is ordered and is expected to arrive in September or October.

Project Designs/Construction underway:

Maintenance Projects

- Sidewalk and Curb & Gutter Maintenance – preparations were made in March regarding inspections and solicitation for the 2023 maintenance work.
- Sidewalk Cutting with Safestep is setup and ready to be begin work as soon as possible.

2023 Reconstruction Projects

The Oak St project walk-thru was held on 3/28 at 4pm. The walk-thru lasted about 1.5 hrs and Engineering Dpt staff met with about 30 of 77 property owners.

A preconstruction meeting was held on March 1st to review the projects and proposed 2023 work schedules with public utilities and city staff.

- Design for 2023 Projects
 - Oak St (E Jackson St to 16th St) – 100%
 - Shorewood Terrace (1st St N to Termini) – 100%
 - Apricot St and Broadway St – 100%
- 2023 Contracts



ENGINEERING DEPARTMENT

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Wisconsin Rapids, WI 54495-2780

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- Crushing Contract – Contract Documents are signed. Estimated start date is June 1st. Bid date was 3/2/2023
- Asphalt Contract – Contract Documents are signed. Bid date was 3/2/2023
- Concrete Contract – Contract Documents are signed. Bid date was 3/2/2023
- Sewer Lining Contract – 10%

2024 Reconstruction Projects

- Preliminary Survey for 2024 and 2025 Projects
 - Lincoln St (Expressway to Peach St) – 100%
 - Wylie St (8th St N to 10th St N) – 100%
 - 14th Ave N (W Grand Ave to Fremont St) – 5%
 - 15th Ave N (W Grand Ave to High St) – 5%
 - McKinley St (8th Ave to 14th Ave) – 5%
- Design for 2024 Projects
 - 9th St S (Peach St to Chestnut St) – 60%
 - Lincoln St (Expressway to Peach St) – 20%
 - Turning movement counts performed at Chestnut and Dewey 4/3 and 4/4
 - Design Meeting held April 6th
 - Preliminary scoping has been underway along with traffic counts and initial feedback from Public Works and Community Development.
 - Preliminary concepts were reviewed at the March meeting.
 - Information will be posted on the Engineering website.
 - Wylie St (8th St N to 10th St N) – 70%
 - 14th Ave N (W Grand Ave to Fremont St) – 0%
 - 15th Ave N (W Grand Ave to High St) – 0%

Projects Involving Grants

- 8th St S and Wood Ave - Highway safety Improvement Grant (HSIP).
 - Grant application was submitted in March
- Grand Ave Bridge Rehabilitation
 - Bridge Rehabilitation Report is complete and submitted to Bureau of Structures.
 - A meeting is schedule on April 18th with the DOT bridge inspector to review the Grand Ave bridge.



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Storm Water Utility

- Storm Utility Billing Update/Audit – WWLC and Engineering met March 6th to discuss the integration of the updated account data. It was determined to integrate all updates the month of March. This required several days of account review and updating from the Engineering Dpt.
- One Mile Cr. – All easements for the project are now secured.
 - Dredging Permit – The DNR's pre-application process is complete. We are currently working on obtaining a low hazardous waste exemption from DNR on dredged materials. After which, work will continue on the dredging permit application.
 - Dam Permit – DNR Review staff have been unable to get to the review, but are continuing to update us on the latest review schedule. Their review is expected any day.

Transportation Utility

- March: updates included 2 accounts
- February: updates included 26 accounts

Capital Improvement Planning

- Annual CIP review process and updating will begin in April

Other Highlights

- Rail Feasibility Study –
 - CN – reached out to the government affairs employee at CN. They provided other contacts to reach out to regarding the rail study.
 - DOT – conversation with Jordan Kelbley on March 29th to discuss the rail study. He will get back to me once he discusses with other DOT staff.
 - Alternative route signage related to the Rail Study – BIL Carbon Reduction Grant. A grant application was prepared in March for submission on April 7th.
 - A follow-up meeting was held with Patrick Engineering on February 21st to further discuss the report and answer some preliminary questions.
 - A final report was delivered Feb. 6th. The document has been posted on the City's website and provided for those interested in reviewing the report.
 - Rail Study Kick-off meeting was held on 9/29/2022. Data collection began on October 12th.
- W Jackson St Update
 - Final restoration work will be done immediately as soon as weather allows.
- Downtown Riverwall project scoping
 - No new updates
- Prairie Dog Glass Bids were prepared and advertised. The bid opening was April 3rd.
- Centralia Center Roof project was rebid and opened April 3rd.



Public Works Committee

Date of Request: 3/20/2023

Requestor: Joe Eichsteadt (City Engineer) on behalf of Saint John the Evangelist Church

Request/Referral: Allow parking on 3rd Street South from East Grand Avenue to Oak St.

Background information: Saint John the Evangelist Church on 320 Oak St has seen an increase in visitors on Sundays, often exceeding the capacity of their parking lot. They would like for visitors to be allowed to park near the church entrance on 3rd Street South.

Currently, 3rd Street South, near the church entrance, is signed "NO PARKING". The signs correspond with ordinance 27.13(1)(a)(20)(g) "[No parking] 3rd Street North, both sides, from Oak Street to East Riverview Expressway". There is an error the way the ordinance is currently written as it should be 3rd Street South not 3rd Street North.

Options available:

- Modify ordinance to allow parking on 3rd Street South from East Grand Avenue to Oak St. There would still be a blanket ordinance restricting parking in the downtown to 2-hour parking Monday thru Fridays from 9am to 5pm, but it would allow parishioners the ability to park on 3rd St S on Sundays without any restrictions.
- Keep existing no parking signs in place, modify ordinance to read "3rd Street South"

Action you are requesting the committee take: Modify ordinance to allow parking on 3rd Street South from East Grand Avenue to Oak St.

How will the item be financed? N/A

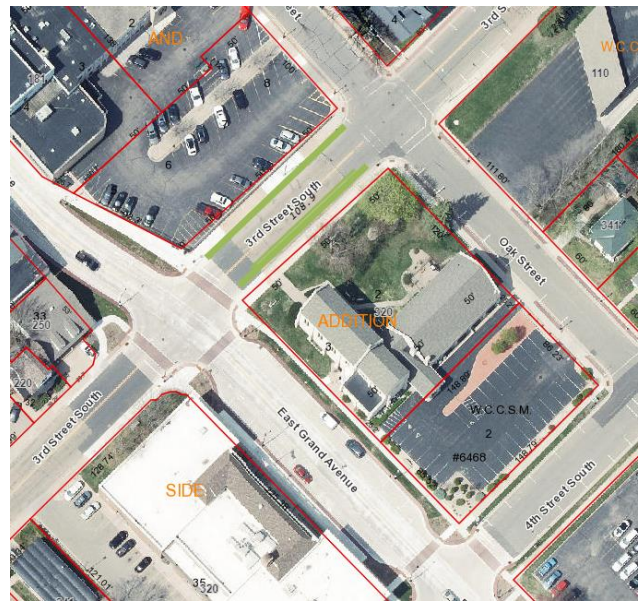


Figure 1 Proposed parking zone. 3rd St from E Grand Ave to Oak St



Public Works Committee

Date of Request: 4/7/2023

Requestor: Joe Eichsteadt (City Engineer)

Request/Referral: Review and consider modifying Chapter 33 Stormwater Management Utility to remove charges imposed for undeveloped parcels prescribed in 33.09 Charge Formulas (4) Undeveloped.

Background information: The ordinance imposes charges for undeveloped parcels; however, since it's codification in ~2009, undeveloped properties have never been charged. This is likely due to the fact that the utility charges are for impervious surfaces and undeveloped properties don't have impervious surfaces to charge. Therefore, it didn't seem appropriate to charge for undeveloped properties, but it was never updated in the ordinance.

This was identified during the recent audit of the storm water utility charges.

33.09 CHARGE FORMULAS

- (1) (a) Residential, Single Family, and Double Wide Mobile Homes. The charges imposed for residential properties comprised of living units that are unattached to other living unit(s) shall be the charge for one ERU times the number of living units, i.e.

Residential parcel charge = ERU charge x number of living units (MC#1085)

- (b) Residential, Single Wide Mobile Homes. The charges imposed for residential properties comprise of living units that are unattached to other living unit(s) shall be the fee of 0.65 of one ERU per living unit existing on the property, i.e.

Single wide mobile home charge = 0.65 X ERU fee X number of dwelling units (MC#1085)

- (2) Residential, Multi-Family. The charges imposed for residential properties with two (2) or more attached living units shall be the fee of 0.65 of one ERU per living unit existing on the property, i.e.

Multi-family parcel charge = 0.65 x ERU fee x number of dwelling units

- (3) Non-Residential. The charges imposed for non-residential properties shall be the charge for one ERU times the numerical factor obtained by dividing the total square footage of impervious area of the property by the square footage of one ERU. The factor shall be rounded down to the nearest one-tenth (0.1), i.e.

Non-residential parcel charge = ERU charge x parcel impervious area ÷ 2,620 feet

- (4) Undeveloped. The charges imposed for undeveloped parcels as defined herein shall be the fee of 0.65 of one ERU.

Undeveloped parcel charge = 0.65 x ERU charge

Options available:

Action you are requesting the committee take: Motion to remove charges for undeveloped properties.

How will the item be financed? N/A

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: 2022 Annual Report

County: Wood

Municipality: Wisconsin Rapids, City

Permit Number: S050075

Facility Number: 31440

Reporting Year: 2022

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

Under s. 283.53(3)(a), a general MS4 permittee is required to reapply for permit coverage at least 180 days prior to the expiration date of the permit .

In order to acknowledge that you are reapplying for permit coverage, please check the following box: ☐

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 Wisconsin Rapids, City

Facility ID # or (FIN): 31440

Updated Information: ☐ Check to update mailing address information

Mailing Address: 444 W Grand Avenue

Mailing Address 2:

City: Wisconsin Rapids, City

State: WI

Zip Code: 54495 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: Joe

Last Name: Eichsteadt

☐ Select to **update** current contact information

Title: City Engineer

Mailing Address: 444 W Grand Ave

Mailing Address 2:

City: Wisconsin Rapids

State: WI

Zip Code: 54495 xxxxx or xxxxx-xxxx

Phone Number: 715-421-8251 Ext: xxx-xxx-xxxx

Email: jeichsteadt@wirapids.org

Additional Contacts Information (Optional)

☐ I&E Program

☐ IDDE 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:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

 xxxxx or xxxxx-xxxx

Phone Number:

 Ext: xxx-xxx-xxxx

Email:

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

☒ Select to **create new** Billing contact

First Name:

Last Name:

☒ Select to **update** current contact information

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:

 xxxxx or xxxxx-xxxx

Phone Number:

 Ext: xxx-xxx-xxxx

Email:

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

☐ Yes ☒ No

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. Does MS4 conduct any educational efforts or events independently (not with a group) ☐ Yes
☒ No
- b. How many total educational events were held during the reporting year:
- c. The permit requires that both passive and interactive mechanisms are utilized. How many interactive mechanisms were used during the reporting year?

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input type="checkbox"/> Stream and shoreline management <input checked="" type="checkbox"/> Residential infiltration <input type="checkbox"/> Construction sites and post-construction storm water management <input checked="" type="checkbox"/> Pollution prevention <input type="checkbox"/> Green infrastructure/low impact development <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other

- d. Will additional information/summary of education events be attached to the annual report? ☒ Yes
☐ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

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	<input type="text" value="4/7/2022"/>		
Project/Event Name	<input type="text" value="Public Works Meeting"/>		
Delivery Mechanism	<input type="text" value="Government Event (Public Hearing, Council Meeting, etc)"/>		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

<input checked="" type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	<u>11-50</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
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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	<input type="text" value="5/20/2022"/> <input checked="" type="checkbox"/> NA (Individual Permittee).		
Project/Event Name	<input type="text" value="Wisconsin River Cleanup"/>		
Delivery Mechanism	<input type="text" value="Select..."/>		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	<u>11-50</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The Wisconsin River Cleanup was cancelled in 2022. The NCWSWC donated to the event.

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? | <input type="text" value="96"/> | <input type="checkbox"/> Unsure |
| b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? | <input type="text" value="30"/> | <input type="checkbox"/> Unsure |
| c. From the municipality's routine screening, how many were confirmed illicit discharges? | <input type="text" value="0"/> | <input type="checkbox"/> Unsure |
| d. How many illicit discharge complaints did the municipality receive? | <input type="text" value="0"/> | <input type="checkbox"/> Unsure |

e. From the complaints received, how many were confirmed illicit discharges? ☐ 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

<input checked="" type="checkbox"/> Verbal Warning	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Written Warning (including email)	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Notice of Violation	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Civil Penalty/ Citation	<input type="text" value="0"/>

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.*

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

<input type="checkbox"/> No Authority	
<input checked="" type="checkbox"/> Verbal Warning	<input type="text" value="3"/>
<input checked="" type="checkbox"/> Written Warning (including email)	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Notice of Violation	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Civil Penalty/ Citation	<input type="text" value="0"/>
<input checked="" type="checkbox"/> Stop Work Order	<input type="text" value="0"/>

☐ 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.*

4 City projects (Smith & Cherry St, Fremont St, 9th Ave, Levee Project) 4 private projects (Marshfield Clinic, Caribou Coffee, Lincoln High School, County Jail)

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 Best Management Practice (BMP) 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,

- b. Does the MS4 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. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ☐ Yes ☒ No ☐ Unsure

- e. If yes, does MS4 have maintenance authority on these privately owned BMPs? ☐ Unsure

- f. How many municipally owned storm water management BMPs were inspected in the reporting year? ☐ Unsure

- g. 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

☐ Forfeiture of Deposit

☒ Complete Maintenance

☒ Bill Responsible Party

0

☐ Other - Describe below

0

- 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.*

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

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

Embankment and emergency spillway, riser and service spillway, main pond, sediment forebay

- e. How many of these facilities required maintenance? ☐ Unsure
- f. Brief explanation on Storm Water Management Best Management Practice 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.*

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.*

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

- u. Does the municipality conduct curbside leaf collection? ☒ Yes ☐ No ☐ Unsure
- v. Does the municipality notify homeowners about pickup? ☒ Yes ☐ No ☐ Unsure
- w. Where are the residents directed to store the leaves for collection?
☐ Pile on terrace ☐ Pile in street ☒ Bags on terrace ☐ Unsure
☐ Other - Describe _____
- x. What is the frequency of collection?
Once in the spring, once in the fall.
- y. Is collection followed by street sweeping/cleaning? ☒ Yes ☐ No ☐ Unsure
- z.

Brief explanation on Collection Services 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*

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? (One mile of a two-way road equals two lane miles.)

346 ☐ 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
Salt	0	192	329	351	360	113

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
Brine	0	0	2288	1130	1769	196

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
10/12/2023	Stevens Point Salt Wise Winter Equipm...	8

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 page*

Internal (Staff) Education & Communication

af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element ? ☐ Yes ☒ No ☐ Unsure

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

When:

How many attended:

ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Review of the annual report at public meeting

Municipal Officials

Case-by-case basis depending on project

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

Case-by-case basis depending on project

- a. 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.*

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.*

The storm sewer layer was updated on the city's GIS map. Most of the changes were related to street reconstruction projects.

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

750	1893	2796	<u>Storm water utility</u>
-----	------	------	----------------------------

Element: Public Involvement and Participation

750	1893	2796	<u>Storm water utility</u>
-----	------	------	----------------------------

Element: Illicit Discharge Detection and Elimination

7382	5390	5592	<u>Storm water utility</u>
------	------	------	----------------------------

Element: Construction Site Pollutant Control

113	4902	4824	<u>Storm water utility</u>
-----	------	------	----------------------------

Element: Post-Construction Storm Water Management

1242	13850	13600	<u>Storm water utility</u>
------	-------	-------	----------------------------

Element: Pollution Prevention

30	605	580	<u>Storm water utility</u>
----	-----	-----	----------------------------

Other (describe)

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

533	2404	2263	<u>Storm water utility</u>
-----	------	------	----------------------------

Other (describe)

Utility Administration			
------------------------	--	--	--

8967	31730	24460	<u>Storm water utility</u>
------	-------	-------	----------------------------

Other (describe)

Storm Water Quality Management			
--------------------------------	--	--	--

1705	13629	19781	<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 improvements 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.*

They city is planning on updating the storm sewer map and the TMDL load reduction table.

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.


Storm Sewer System Map

 File Attachment

[StormSewerMap.pdf](#)

Attach - Other Supporting Documents

AR EO

 File Attachment

[1-2022NCWSCAnnualReport--PublicEducationandOutreach.docx](#)

(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 Wisconsin Rapids, 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:	Andrew Kiefer
Title:	Design Engineer

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

Signed by : i:0#.f|wamsmembership|akiefer on 2023-03-08T15:28:12
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.

PUBLIC WORKS COMMITTEE REFERRAL LIST:

2023

1. Request from Alderperson Tom Rayome to discuss the future of 8th St S. (2016)
2. ~~Request by Alderperson Cattanaach to reconsider the City's overnight parking ordinance (2021)~~
3. ~~Request by Alderperson Austin to consider developing a Responsible Bidder Ordinance~~
4. ~~Request by Alderperson Kellogg to study traffic speed along Chestnut from 8th Street to Hill Street and make recommendations (2020)—study was done when there were no school-related activities. Will continue study when school is in session and will report back to committee.~~
5. ~~Request by Alderperson Evanson to review parking ordinance for any inconsistencies between ordinance language and signage throughout the City (2021)~~
6. ~~Request by Alderperson Bemke to perform an intersection analysis and determine sign warrants, if any, for 12th St S and Chestnut St.~~
7. Request by Alderperson Austin to consider a feasibility study for reducing noise and vehicle delays due to railroad tracks along the west side of the City at and between crossing from Gaynor Ave to High St.
8. ~~Request by residents along Smith St and Cherry St to not reinstall sidewalk along these road projects.~~
9. ~~Review and approve the conditions for a street privilege permit for Mead Witter Foundation, Inc.~~
10. ~~Review the bid results for the West Riverview Expressway Traffic Signal Improvement project and consider awarding the contract to the low, qualified bidder.~~
11. ~~Request from Zacher to consider removing pavers in west boulevard of 2nd Ave S between roundabout and Lyons St and replacing with colored, stamped concrete.~~
12. ~~Request from Austin to discuss the Biron wastewater agreement at a special PW meeting.~~
13. Request from Rayome for Quiet Zones for trains on the east side of city. (Referral Attached)
14. ~~Request from Polach to change traffic control at the intersection of Peach St and 13th St S from uncontrolled to either yield or stop control.~~
15. ~~Request by Gary Wilhorn, 4281 14th Pl S, to install street lighting at the intersection of 14th Pl and Whitrock Ave.~~
16. ~~Update Degradation Fees for 2023.~~
17. ~~Consider Highway Safety Improvement Grant for pedestrian crossing at 8th St S at Wood Ave.~~
18. Consider possible solutions to possible lack of sufficient overnight and extended parking for semi-trucks within the City.
19. Referral by Alderperson Bemke to consider sidewalk installation on the east side of 16th St S from E Riverview Expressway to existing sidewalk 1075' south.