

**AMENDED**  
**MEETING NOTICE**  
**ENVIRONMENTAL MANAGEMENT COMMITTEE MEETING**  
**East Central Wisconsin Regional Planning Commission**

COMMITTEE MEMBERS: *David DeTroye (Perm. Alt for Tom Reinl), Brenda Schneider, Jeremy Johnson (Perm. Alt. for Elizabeth Moses), Dan Gabrielson, Kevin Englebert (Perm. Alt. for Thomas Nelson), Matt Pleshek, Aaron Jenson (Perm. Alt for Brian Smith), Nate Gustafson (Perm. Alt. for Tom Egan), Bob Schmeichel*

**Place:** East Central Offices (400 Ahnaip Street, Suite 100, Menasha)  
**Date:** Wednesday, September 11, 2024 (In-Person)  
**Time:** 10:00 a.m.

*Committee members - Please contact the East Central office to confirm your attendance.*

**AGENDA**

1. **Welcome and Introductions**
2. **Roll Call**
  - A. Introduction of Alternates, Staff and Guests
3. **Approval of the Agenda/Motion to Deviate**
4. **Public Comment**
5. **Approval of the June 12, 2024 Environmental Mgt Committee Minutes**
6. **Announcements and Discussion Items**
  - A. Water Quality Management Program Update – Joe Stephenson, Senior Planner
  - B. Non-Metallic Mining Reclamation Program Update – Scott Konkle, Senior Planner
7. **New Business – Action Items**
  - A. Approve Waupaca Chain O’ Lakes Sewer Service Amendment for Track 178
  - B. \*\*\* Review and Action on 2025 Work Program Work Program & Budget Elements
    - i. 1200 Water Quality Management Program
    - ii. 1600 NR-135 Non-Metallic Mining Reclamation Program
8. **Informational/Discussion Items**
  - A. County Roundtable Discussion (*as time permits*)
9. **Establish Time and Place for Next Meeting(s)**
  - A. **Environmental Management Committee:** The next Environmental Management Committee meeting is scheduled for 10:00 a.m. on Wednesday, January 8, 2025 at the Commission Office (400 Ahnaip Street, Suite 100; Menasha).
  - B. **Commission Board:** The next Commission Meeting will be held on Thursday, October 24, 2024 at Fond du Lac Highway Dept, 1028 S Hickory St, Fond du Lac WI 54937 at 10:00 a.m. Agenda and meeting packet will be forthcoming.
10. **Adjourn**

*Any person wishing to attend this meeting or hearing, who, because of a disability, requires special accommodations should contact the East Central Wisconsin Regional Planning Commission at (920) 751-4770 at least three business days prior to the meeting or hearing so that arrangements, within reason, can be made.*



**MINUTES**  
**ENVIRONMENTAL MANAGEMENT COMMITTEE**  
**East Central Wisconsin Regional Planning Commission**  
 Wednesday, June 12, 2024 – In Person

COMMITTEE MEMBERS: David DeTroye (Perm. Alt for Tom Reinl), Brenda Schneider, Jeremy Johnson (Perm. Alt. for Elizabeth Moses), Dan Gabrielson, Kevin Englebert (Perm. Alt. for Thomas Nelson), Matt Pleshek, Aaron Jenson (Perm. Alt for Brian Smith), Nate Gustafson (Perm. Alt. for Tom Egan), Bob Schmeichel

1. Welcome and Introductions - The meeting was called to order by Chair Kevin Englebert with the time noted at 10:00 a.m.

2. Roll Call

Committee Members Present:

David DeTroye (perm alt. for Tom Reinl) ..... Calumet County  
 Brenda Schneider ..... Fond du Lac County  
 Jeremy Johnson (perm alt. for Elizabeth Moses) ..... Menominee County  
 Kevin Englebert (perm alt. for Thomas Nelson) ..... Outagamie County  
 Dan Gabrielson ..... Outagamie County  
 Nate Gustafson (perm alt. for Tom Egan) ..... Winnebago County  
 Bob Schmeichel ..... Winnebago County

Committee Members Excused:

Matt Pleshek ..... Shawano County  
 Aaron Jenson (perm alt. for Brian Smith) ..... Waupaca County

ECWRPC Staff Present:

Melissa Kraemer-Badtke ..... Executive Director  
 Craig Moser ..... Deputy Director  
 Joe Stephenson ..... Senior Planner  
 Scott Konkle ..... Senior Planner  
 Mike Zuege ..... GIS Manager  
 Leann Buboltz ..... Administrative Coordinator

3. Approval of Agenda / Motion to Deviate Mr. Schmeichel motioned to approve the agenda Ms. Schneider seconded the motion. The motion passed unanimously.

4. Public Comment – There was no public comment.

5. Election of Chair and Vice Chair of the Environmental Mgt Committee –

A. Election of Chair –Mr. Englebert opened the floor up to nominations for Committee Chair. Mr. Schmeichel nominated Mr. Englebert who accepted the nomination. Upon hearing of no other nominees, the nominations were closed. A motion by Mr. Schmeichel and second by Mr. DeTroye to approve of Mr. Englebert as Chair of the Environment Mgt Committee for a 2-year term. Motion carried unanimously.

B. Election of Vice Chair – Nominations of Vice Chair. Chair Englebert opened the floor up to nominations for Committee Vice Chair. Ms. Schneider nominated Mr. Schmeichel to serve as Committee Vice Chair, who accepted the nomination. Upon hearing of no other nominees, the nominations were closed. A motion by Ms. Schneider and second by Chair Englebert to approve of Mr. Schmeichel as Vice Chair for a 2-year term. Motion carried unanimously.

6. Special Order of Business
  - A. Presentation and Committee Overview. East Central staff members; Mr. Stephenson and Mr. Konkle presented to the Environmental Management Committee members an overview regarding the Sewer Service Area Program as well as the NR135 Mining Reclamation Program.
7. Announcements and Discussion Items
  - A. Water Quality Management Program Update – Joe Stephenson, Senior Planner summarized the activities over the past quarter which displayed progress in the collaborative efforts with WDNR, as well as public outreach and education initiatives, 208/WQMP conformance reviews, and critical updates to the Stockbridge and Sherwood 2040 SSA Plans.
  - B. Non-Metallic Mining Reclamation Program Update/NR-135 Non-Metallic Mining Reclamation Program – Scott Konkle, Senior Planner shared with the members that year to date, 86 site inspections were conducted which has resulted in an increase of 50 additional active acres; seventeen drone flights have been operated; and no non-compliance issues to address at this time.
8. Old Business – Past Meeting Minute Approvals
  - A. January 10, 2024 Environmental Management Committee. A motion was made by Ms. Schneider and second by Mr. Johnson to approve of the January 10, 2024 minutes as presented. Motion carried unanimously.
9. Informational/Discussion Items
  - A. County Roundtable Discussion (*as time permits*)
10. Establish Time and Place for Next Meeting(s)
  - A. Environmental Management Committee: The next Environmental Management Committee meeting is scheduled for 10:00 a.m. on Wednesday, September 11, 2024 at the Commission Office (400 Ahnaip Street, Suite 100; Menasha).
  - B. Commission Board: The next Commission Board meeting is scheduled for Wednesday, July 24, 2024 at 10:00 a.m. at the Waupaca County Courthouse, 811 Harding Street-Room LL42 (lower level), Waupaca, WI 54981. (Date change due to WCA Conference conflict)
11. Adjourn A motion was made by Mr. Schmeichel and a second by Mr. Gustafson to adjourn with the time noted at 10:30 a.m.

Respectfully Submitted  
Leann S Buboltz – Administrative Coordinator  
East Central WI Regional Planning Commission

**TO:** Environmental Management Committee  
**FROM:** Joe Stephenson, Senior Planner  
**DATE:** September 11, 2024  
**RE:** Water Quality Management Updates

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### **Program Administration & Implementation:**

- **Collaboration with WDNR:**
  - Staff submitted an environmental justice grant through the WDNR.
  - ECWRPC was given notice that our environmental justice grant application was approved by the DNR for \$50,000 split between 2025 and 2026. The money will be used to implement an environmental justice chapter within both the Oshkosh and Waupaca SSA Plans.
  - Addressed queries on Appleton Commerce Center Expansion and Oshkosh Sanitary District.
  
- **Public Outreach and Education:**
  - Sent out a notification email to all governmental partners within the Fox Cities, notifying them that the Fox Cities SSA Plan has been approved by the DNR.
  - Participated in EPA and AWRA events.
  - Generated population projections for Stockbridge Facility Plan.
  - Met with the Town of Black Wolf regarding Sewer Service Amendment Process.
  
- **208/WQMP Conformance Reviews:**
  - 26 conformance reviews have taken place since the last Environmental Management Meeting. The reviews range from sewer extensions to main line replacements throughout the entire East Central Region:
  - Mainline replacements in Neenah, Little Chute, Campbellsport, Fond du Lac.
  - Sanitary extensions in Harrison, Buchanan, Appleton, Fond du Lac, Chilton, Greenville, Clayton, and Wrightstown.
  - SSA amendment process with Waupaca.

### **Stockbridge and Sherwood 2040 SSA Plan Updates:**

- Conducted meetings, gathered data, and drafted chapters for Stockbridge SSA Plan.
- Meetings were held with Sherwood's new administrator. Due to time constraints by both the Village of Sherwood and East Central, both the Village and East Central have agreed to hold off on updating the Village of Sherwood SSA Plan until the new staff member starts. This way the new staff can see an SSA Plan from start to finish and not have to join mid-way through the process.

**TO:** Environmental Management Committee  
**FROM:** Scott Konkle, Senior Planner  
**DATE:** September 11, 2024  
**RE:** NR-135 Regional Non-Metallic Mining Reclamation Program Update

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Administration of the NR-135 Non-Metallic Mining Reclamation Program for the period of July 1<sup>st</sup> through September 30<sup>th</sup> typically involves site inspections and associated map and financial assurance updates. Some noteworthy activities are as follows:

- Several updates to financial assurance documents have been received and processed;
- Vinton Construction Company purchased the Garvey Properties on Rock Road, Town of Center, Outagamie County. The Garvey Properties contained two mine sites leased by Michels Materials. The sale of the properties resulted in two permit transfers. It also resulted in a Permit Modification to the Rock Road (North) Quarry and a New Mine Permit Application to the Rock Road (South) Property. The Rock Road (South) Quarry was split into two sites as Michels Materials owned a portion of the site and retains a permit on that portion;
- A New Mine Permit Application and Reclamation Plan was approved for the Jason Bergner Mine Site in the Town of Green Valley, Shawano County;
- The MCC, Inc. (Evers Pit), Town of Grand Chute, Outagamie County was issued a Certificate of Completion (COC) on July 23, 2024. See link below for a 360 Pano of the reclaimed Evers Pit:

<https://mfs.kuu.la/share/5RzW5?fs=1&vr=1&zoom=1&initload=0&thumbs=1;>

- The Zimmerman Pit, Town of Wescott, Shawano County was issued a Certificate of Completion (COC) on August 20 2024;
- Year to date, 32 acres have been Certified as reclaimed;
- Year to date, 157 of the 194 permitted mine sites have been inspected, which has resulted in an increase of 85 additional active acres;
- Year to date, 35 drone flights have been conducted;
- There are no non-compliance issues to address at this time.

TO: Environmental Management Committee  
FROM: Joe Stephenson, Senior Planner  
DATE: September 11, 2024  
RE: Waupaca Chain O' Lakes SSA Amendment Request, Track No. 178

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The City of Waupaca has submitted an application to amend the 2030 Waupaca/Chain 'O Lakes Sewer Service Area (SSA). This amendment request proposes to amend the SSA boundary to accommodate development plans within the City along Godfrey Drive as part of a 128-unit multi-family development. This proposed amendment is being brought under Policy I, A (Swap). The use of the amendment policy provides communities the flexibility to proceed with infrastructure projects in a timely fashion.

The City of Waupaca is requesting an amendment to the Waupaca Chain O' Lakes Sewer Service Area (SSA) boundaries to facilitate a 128-unit multi-family residential development off Godfrey Drive. The front half of the parcel is already within the SSA, but the back half is not. The majority of the back half will remain outside the SSA and be utilized for an expanded stormwater retention pond, which will serve both the proposed development and surrounding areas (See Director of Public Works Memo). However, 1.59 acres of this area is required to accommodate a portion of the apartment complex (See Community and Economic Development Memo).

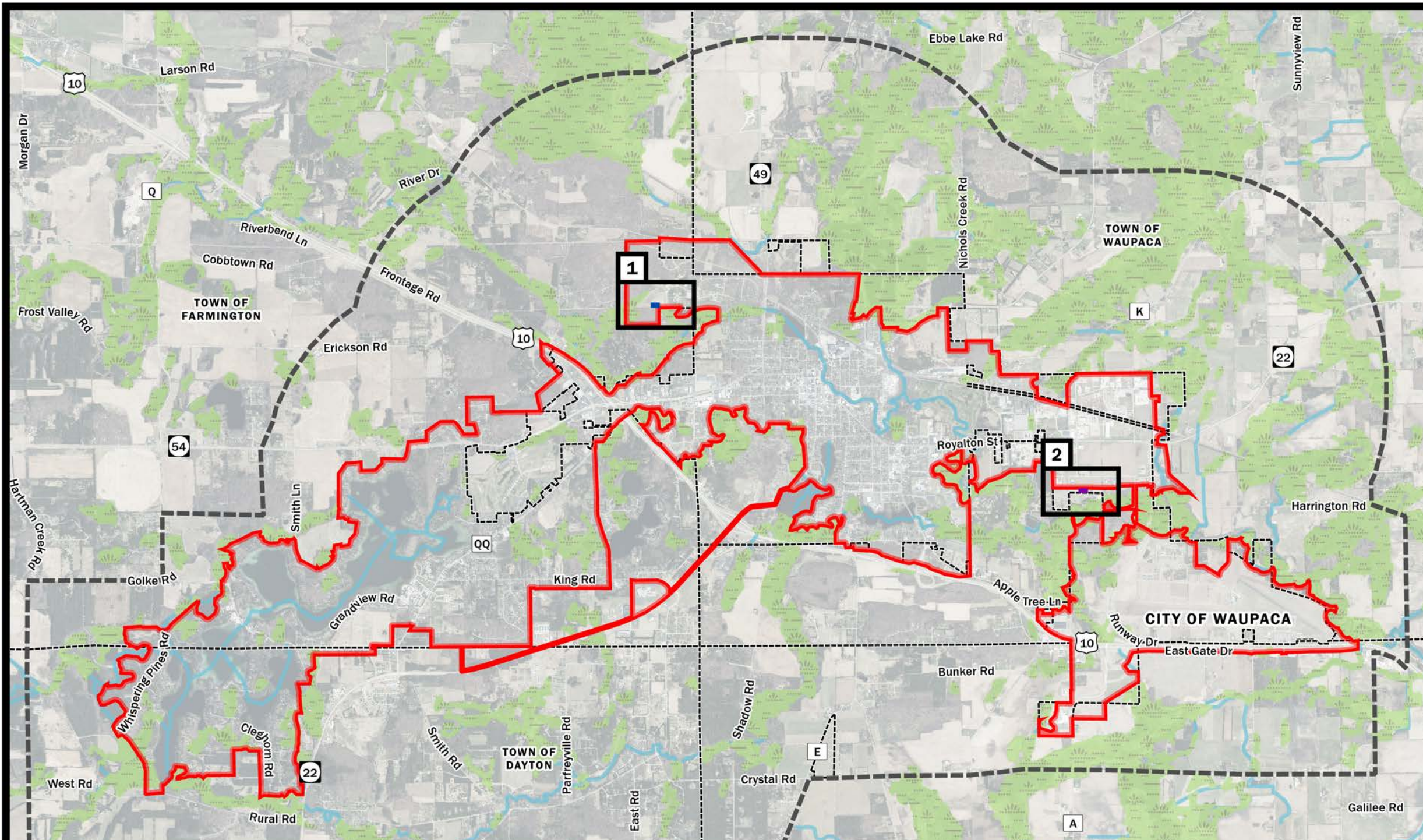
To complete the development and address the City's growing need for housing, the City proposes a swap: 1.59 acres of developable land currently outside the SSA would be added, while 1.78 acres of land currently within the SSA, which serves as a sledding hill within a city park, would be removed (See Map 1). The sledding hill is city-owned, has no development potential, and is intended to remain recreational space indefinitely.

The proposed development's wastewater will be effectively managed through existing public sewer infrastructure, with the developer covering the costs for any private sewer extensions needed. The City's wastewater treatment facility has the capacity to handle the additional flow generated by this development. Additionally, the project site's stormwater management will meet all regulatory standards, and the expanded stormwater pond will improve overall regional stormwater control.

This amendment aligns with the City's zoning requirements, does not require annexation, and will support population growth with minimal impact on existing infrastructure. The request ensures that the project proceeds while keeping the overall SSA boundary adjustment minimal and strategic.

Staff Recommendations: Based on the review of this amendment submittal, staff recommends approval of the sewer swap amendment request for Track #178. The information supplied by the applicant has been thorough and complete with regard to amendment criteria.

**MAP 1**  
**SSA AMENDMENT REQUEST**  
**CITY OF WAUPACA**  
**TRACK 178**



- Municipal Boundary
- Existing SSA Planning Area Boundary
- Waupaca-Chain 'O Lakes
- Existing Sewer Service Area Boundary
- Waupaca-Chain 'O Lakes
- Proposed Sewer Service Area Amendment**
  - Addition
  - Removal
- Environmentally Sensitive Area**
  - Wetland & 50 Foot Wetland Buffer
  - 75 Foot Stream Buffer

Source:  
 SSA and ESA data provided by ECWRPC, 2024.  
 Base data provided by Waupaca County, 2024.



This data was created for use by the East Central Wisconsin Regional Planning Commission Geographic Information System. Any other use/application of this information is the responsibility of the user and such use/application is at their own risk. East Central Wisconsin Regional Planning Commission disclaims all liability regarding fitness of the information for any use other than for East Central Wisconsin Regional Planning Commission business.

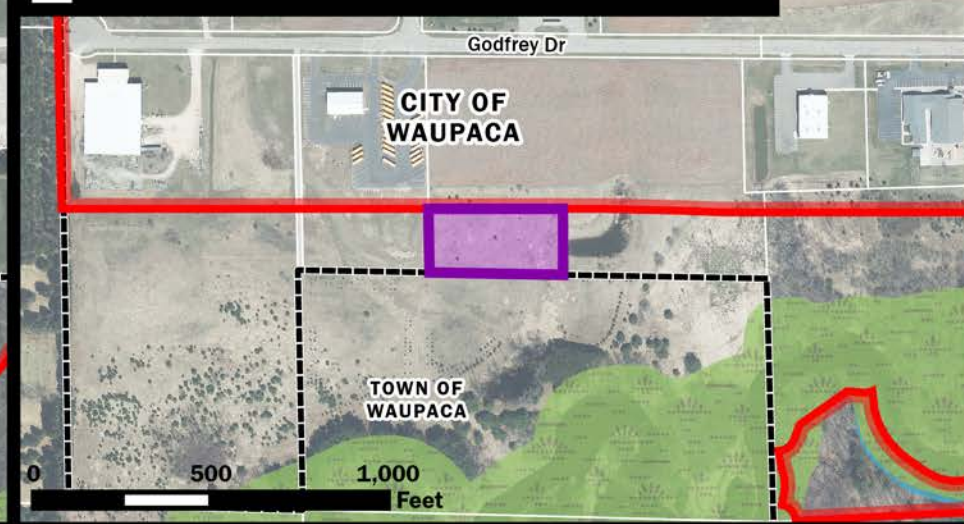
PREPARED AUGUST 2024 BY:



**1 Removal: 1.78 acres**



**2 Addition: 1.59 acres**





**Community &  
Economic Development**

**Jarod Kivela, Community &  
Economic Development Director**  
111 S. Main Street • Waupaca, WI 54981  
jarod.kivela@waupacawi.gov  
www.cityofwaupaca.org  
Main Office: 715.258.4404  
Direct Line: 715-942-9912

Melissa Kraemer-Badtke, Executive Director  
East Central Wisconsin Regional Planning Commission  
400 Ahnaip Street, Suite 100  
Menasha, WI 54952  
[mbadtke@ecwrpc.org](mailto:mbadtke@ecwrpc.org); 920-751-4770

Tuesday, June 18, 2024

Re: Waupaca Chain O Lakes SSA Amendment (Swap) – City of Waupaca

Melissa,

Please accept this letter and application as a formal request to amend the Waupaca Chain O Lakes 2030 Sewer Service Area Boundaries by “swapping” approximately 50,000 square feet (1.1478421 acres) of land currently designated for sewer service area with lands not within the Waupaca Chain O Lakes SSA 2030 boundaries per the attached map(s) (Exhibit B). The swap request is necessitated by development interest/application in the area that is to be added to the SSA boundaries (Exhibit A). The parcel to be developed is currently vacant. The areas proposed to be swapped out are within an area of the City of Waupaca where there has been no development interest nor do we anticipate any development interest as the area is a large sledding hill within a City Park. The City of Waupaca is the only property owner involved in the swap as both areas of land involved are under the ownership of the City of Waupaca. With this request involving a swap of City land, no other municipality within the Waupaca Chain O Lakes SSA will be affected. This request has been brought forward to and approved by the City of Waupaca Common Council.

The City intends to service the area through a private sewer extension off of an existing 15” sewer main in the right-of-way of Godfrey Drive in the City of Waupaca. This private sewer extension will accommodate an approximately 128-unit multi-family development on a 13-acre parcel (see Exhibit A for the development site plan). It should be noted that a large majority of the proposed development will be located on the portion of the parcel that is already within the Waupaca Chain O Lakes SSA (see Exhibit A and B for reference). Only a small portion of land is being requested as a part of the “swap” to accommodate this whole development. The City’s wastewater treatment plant has sufficient capacity (design average flow of 1.5 million GPD; averaging 1.1 million GPD actual flow) to accommodate development from within this area. Besides minor fill work, the site is appropriately zoned for the proposed use (R3 Multi-Family Residence District), is not classified as environmentally sensitive, and is development-ready. Again, only a small portion (approx. 50,000 sq. ft.) of this parcel that is to be developed needs to be added to the SSA as the rest of the developable area is already in the SSA.

Please place this request on an upcoming Community Facilities Committee agenda. If you have any further questions regarding this request, please contact me at 715-942-9912 or Justin Berrens at 715-258-4420)

Thank you for your consideration,

Jarod Kivela, Community, and Economic Development Director

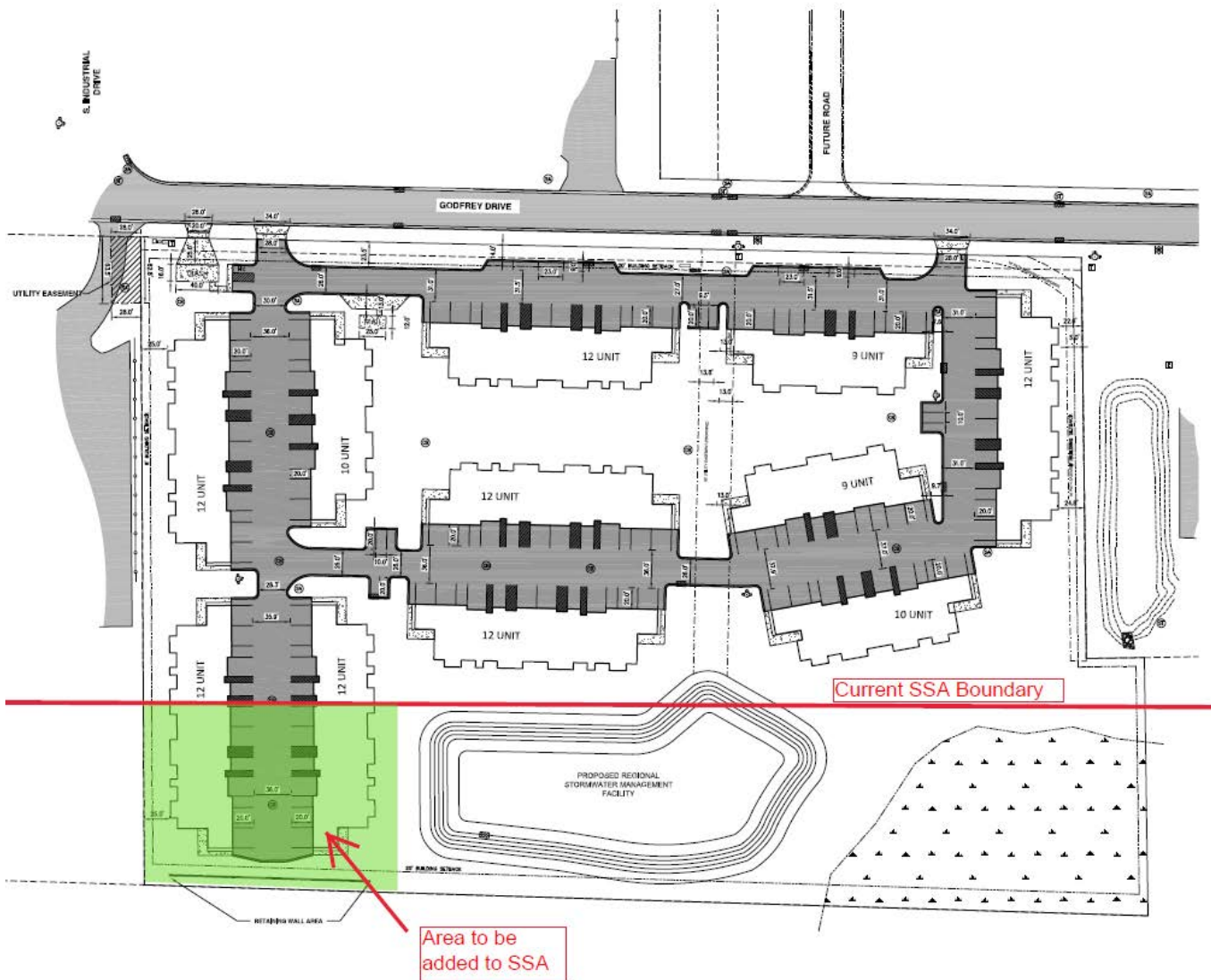
Justin Berrens, City of Waupaca Public Works Director  
Aaron Jenson, City of Waupaca City Administrator  
Joe Stephenson, ECWRPC Senior Planner





Exhibit A

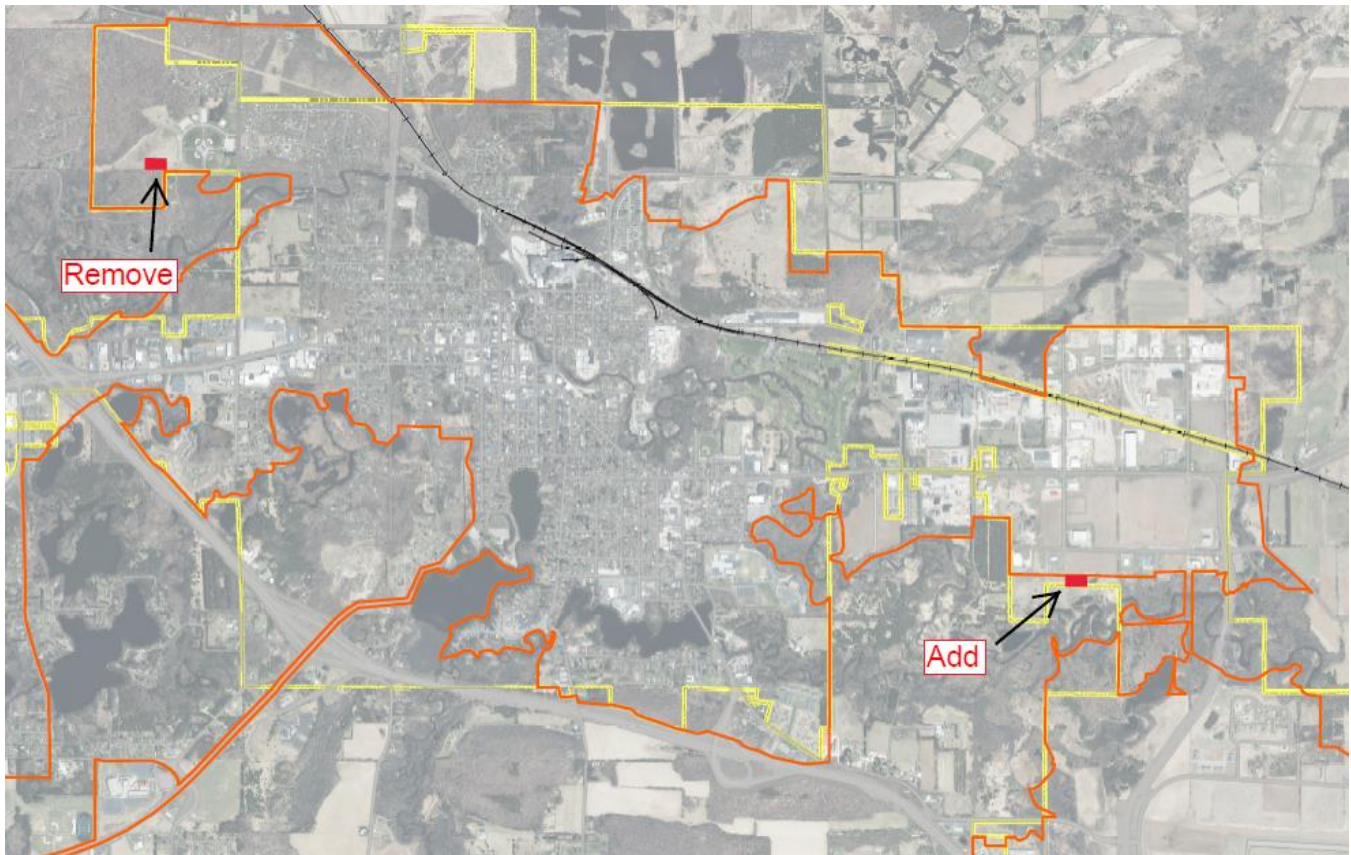
Development Site Plan (with visual of SSA Boundary Line and Proposed SSA land to be added)





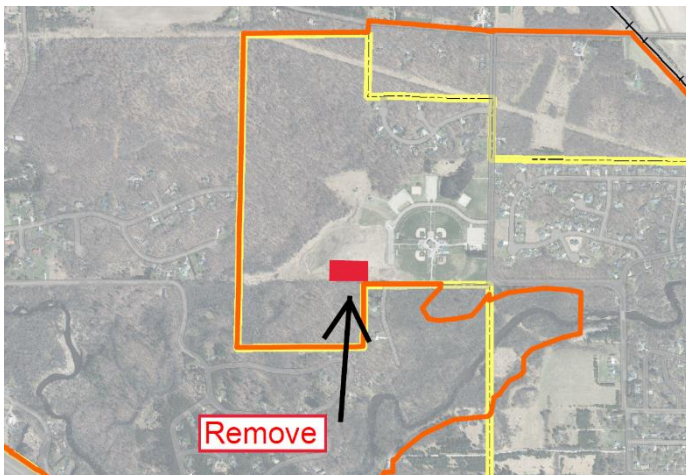
**Exhibit B**

**Overview Map**



**Area to be Removed**

**Area to be Added**





**Community &  
Economic Development**

**Jarod Kivela, Community &  
Economic Development Director**  
111 S. Main Street • Waupaca, WI 54981  
jarod.kivela@waupacawi.gov  
www.cityofwaupaca.org  
Main Office: 715.258.4404  
Direct Line: 715-942-9912

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# Memo

Melissa Kraemer-Badtke, Executive Director  
East Central Wisconsin Regional Planning Commission  
400 Ahnaip Street, Suite 100  
Menasha, WI 54952  
mbadtke@ecwrpc.org; 920-751-4770

Friday, July 5, 2024

Re: Waupaca Chain O Lakes SSA Amendment (Swap) – City of Waupaca

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Please see below for questions taken from the SSA Amendment Summary Checklist, along with the accompanying explanations

Q: Describe existing development and/or type of future development.

*A: The 50,000 sqft to be added to the Waupaca Chain O Lakes SSA through this amendment request is currently vacant. The overall site is mowed 2-3 times a year by a local farmer who, in return for mowing the site, retains the hay. In the lower southeast corner of the parcel, there is a stormwater retention basin that is utilized by the adjacent roadways and surrounding developments. Near the back portion of the site, there is a decline in elevation leading down to a river approximately 415 feet to the south. The majority of this site is already in the Waupaca Chain O Lakes SSA, the 50,000 sqft that is being proposed to be added is a part of the back portion of the site that begins to decline.*

*A development proposal and request for the site have been provided to the City and are set to be reviewed by the City Plan Commission for approval or denial on August 7<sup>th</sup>, 2024. This proposed development is part of a larger neighborhood development occurring in the area consisting of single-family residential, two-family residential, multi-family, and commercial developments. This portion of the neighborhood development that is involved in the SSA Amendment request consists of 128 units (varying from 1-3 bedrooms) placed within 11 separate structures. Each structure will have attached garages for each unit as well as open parking directly adjacent to the buildings. The site will be landscaped per the City of Waupaca Code of Ordinances and the site will also have a public trail leading through it to connect to an adjacent trail system running through a natural area by the river. Through this development, the original stormwater pond will significantly expand in size and will become a regional stormwater pond for the adjacent roadways, on-site development, existing adjacent developments, and future proposed developments. The site developer is proposing to add fill to the back portion of the land to build it up to a developable grade to accommodate two additional buildings and meet the required unit quantity needs for the project to occur.*

*Additional development for this neighborhood build out will occur on vacant land to the north that is already within the Waupaca Chain O Lakes SSA.*

Q: What are the existing and future population projections for the City of Waupaca?

*A: According to the United States Census Bureau, the City of Waupaca has a current (July 1, 2023) population estimate of 6,333 people.*



**Community &  
Economic Development**

**Jarod Kivela, Community &  
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*Although the exact mix of 1-bedroom, 2-bedroom, and 3-bedroom apartments is currently unknown for this development, City Staff estimates that approximately 265 people will be added to the City's population through this development alone (US Census Bureau estimates 2.07 persons per household; 128 units x 2.07 = 265 people).*

*At this current point in time, a 35 unit single family plat has been recently approved by the City and state. An approximate 73 people will be added to the City's population as a result of these 35 lots that will be built out over the next 2-4 years.*

Q: What is the development status of land involved in the SSA Amendment request?

A: Currently the parcel of land is vacant and owned by the City. *In the lower southeast corner of the parcel, there is a stormwater retention basin that is utilized by the adjacent roadways and surrounding developments. A development proposal has been submitted to the City and is being brought forward to the City Plan Commission for approval/denial on August 7<sup>th</sup>, 2024. City Staff anticipates this proposal to be approved and construction to commence in Fall of 2024.*

Q: Are there any pending re-zoning requests for the land involved in the SSA Amendment request?

A: There are no pending re-zoning requests for the land involved in the SSA amendment request. The parcel is zoned R3 Multi-Family Residence District and is appropriately zoned for the proposed development.

Q: Are there any pending annexation requests as it relates to the SSA Amendment request?

A: There are no pending annexation requests as it relates to the SSA Amendment request. No annexation should be required as a part of this neighborhood development. Annexation could be possible in the future as there is developable and vacant land to the south of this currently proposed development and SSA Amendment, but there are no active plans or discussions about this.

Q: Is there a preliminary plat, final plat, or site plan that can be provided for the development involved in the SSA Amendment request?

A: The site plan submitted to the City for August 7<sup>th</sup>, 2024 Plan Commission meeting has been included in the application materials. Please note, Staff and Strand & Associates (the City's contracted engineering firm) is currently reviewing the submitted site plan. Changes may be required to the site plan as a part of the approval process. An updated final site plan can be provided to ECWRPC once final approval, contingent upon the SSA Amendment request, has been granted by the City Plan Commission and the developer provides an updated site plan with the required changes.

Jarod Kivela, Community, and Economic Development Director



## Public Works

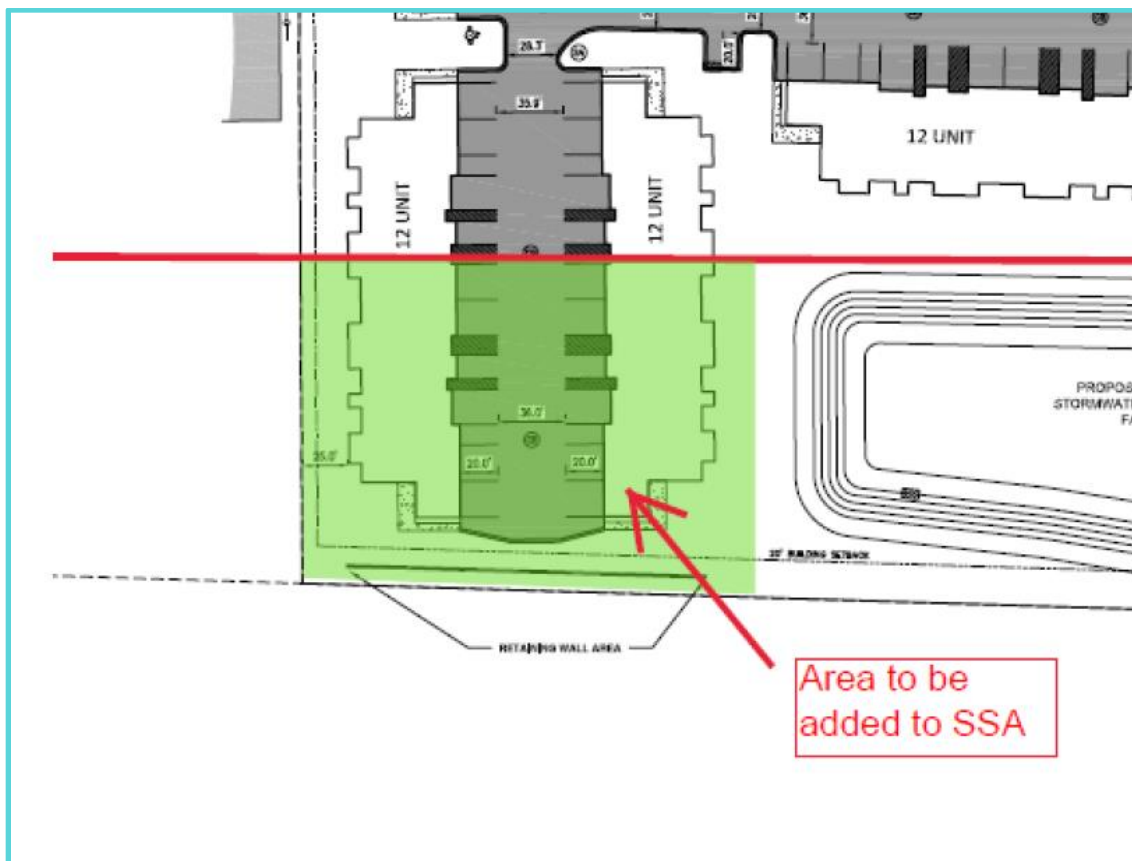
Justin Berrens, Director  
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715.258.4420

### MEMO

TO: Jarod Kivela, Community and Economic Development Director  
FROM: Justin Berrens  
Director of Public Works  
DATE: June 28, 2024  
SUBJECT: 2024 SSA Amendment

#### Anticipated wastewater generation

The current SSA intersects two proposed 12 unit multi-family buildings. The SSA swap would then increase the residential units within the SSA boundary by an estimated fourteen one or two bedroom apartments. Waste generation from each apartment unit is conservatively estimated at 200 gallons per day (gpd). The total amount of waste generated from this is then:  $14 \times 200 = 2,800$  gpd.





## Public Works

Justin Berrens, Director  
111 S. Main Street • Waupaca, WI 54981  
jberrens@cityofwaupaca.org  
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715.258.4420

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### Means of collection

The proposed development will flow by gravity to the 15" public sewer main in Godfrey Drive, then to the west to the 15" public main in Industrial Drive, then to the north to the 18" public sewer main in Royalton St and to the west to the lift-station located in Riverside Park. The sewerage is then lifted to the west, further west down Royalton St and discharged into a manhole in Royalton St just west of the intersection of Haberkorn Ct and Royalton St. The sewerage then flows by gravity to the west in an 18" public sewer main to School St and then turns to the northwest and flows by gravity in an 18" gravity main in School St, then ultimately turns north and flows under the Waupaca River to the wastewater treatment facility on 325 S. Oborn Street.

### Cost-effectiveness

The new sewer lines installed under the multi-family development will be paid and installed by the developer. All new lines will remain private. The private sewer connection is allowed under City ordinance and will flow into existing sewer mains, lift-station, and treatment plant. No improvements are required to the existing public infrastructure to accommodate the additional flow.

### Ability to treat the anticipated wastewater

A letter of support from Wastewater Superintendent, Jesse Landre is attached. This letter details the treatment capabilities of the existing Wastewater Treatment Facility and shows capacity is available.

### Storm water Plan / Storm water Ordinance

There is an existing regional storm water pond on the development site and immediately adjacent to the SSA swap area. This existing regional storm water pond will be expanded to increase capacity of the proposed development. A storm water management plan is required as part of the development approval process. The SMP is required to be in place before construction and will provide details on the construction of storm water facilities, WDNR treatment standards, and a long-term maintenance plan.

Existing utility ordinance prevents combined sewers of storm water and sanitary sewer. Existing plumbing codes also prevent this type of construction. Development plans will be reviewed and construction operations will be inspected to ensure a combined sewer is not create and/or storm water I&I is prohibited.

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## Public Works

Jesse Landre, Wastewater Superintendent

325 S Oborn St • Waupaca, WI 54981

[jlandre@cityofwaupaca.org](mailto:jlandre@cityofwaupaca.org)

[www.cityofwaupaca.org](http://www.cityofwaupaca.org)

715.258.4424

July 3, 2024

Melissa Kraemer-Badtke, Executive Director  
East Central Wisconsin Regional Planning Commission  
400 Ahnaip Street, Suite 100  
Menasha, WI 54952

**RE: Waupaca – Chain O’ Lakes Sewer Service Area (SSA) Amendment Swap**

Ms. Kraemer-Badtke,

The City of Waupaca Wastewater Treatment Plant is in favor of the proposed SSA land swap. Our treatment plant has a design capacity of 1.5 MGD and we are currently averaging 1.1 MGD. Treatment efficiency for all permit parameters are >97%. The City recently worked with Strand & Associates to develop a new Facilities Plan document for the wastewater treatment facility to replace an outdated Facilities Plan from 1994. This planning document evaluated the current treatment facilities and will guide the City in decisions for future treatment facility upgrades for the next 20 years. The 2023 Facilities Plan was completed and approved by the DNR in March 2024.

The current Facilities Plan evaluated data from 2020-2023. The following treatment efficiencies, loadings, and parameters of the wastewater treatment facility were evaluated:

- Average Design Influent Flows: 1.1-1.2 MGD (73-80% of average design capacity of 1.5 MGD)
- BOD: average daily concentration= 2,387#/day (49% of average design capacity)
- TSS: average daily concentration= 3,000#/day (72% of average design capacity)
- Ammonia Nitrogen: average daily concentration= 250#/day (80% of average design capacity)
- TKN: average daily concentration= 310#/day (60% of average design capacity)
- Phosphorus: average daily concentration= 74#/day (76% of design capacity)

Sewerage waste from the multi-family development will flow through gravity sewer mains and through one lift-station. The lift-station is in good running condition and has received some recent improvements to increase pumping capacity. The lift-station has by-pass piping and a transfer switch for backup power generation.

This means we have the capacity and efficacy to treat the additional flow from the multi-family development within the updated SSA land swap. Please feel free to contact me at 715-258-4424 if you have any questions.



**Public Works**

**Jesse Landre, Wastewater Superintendent**  
325 S Oborn St • Waupaca, WI 54981  
jlandre@cityofwaupaca.org  
www.cityofwaupaca.org  
715.258.4424

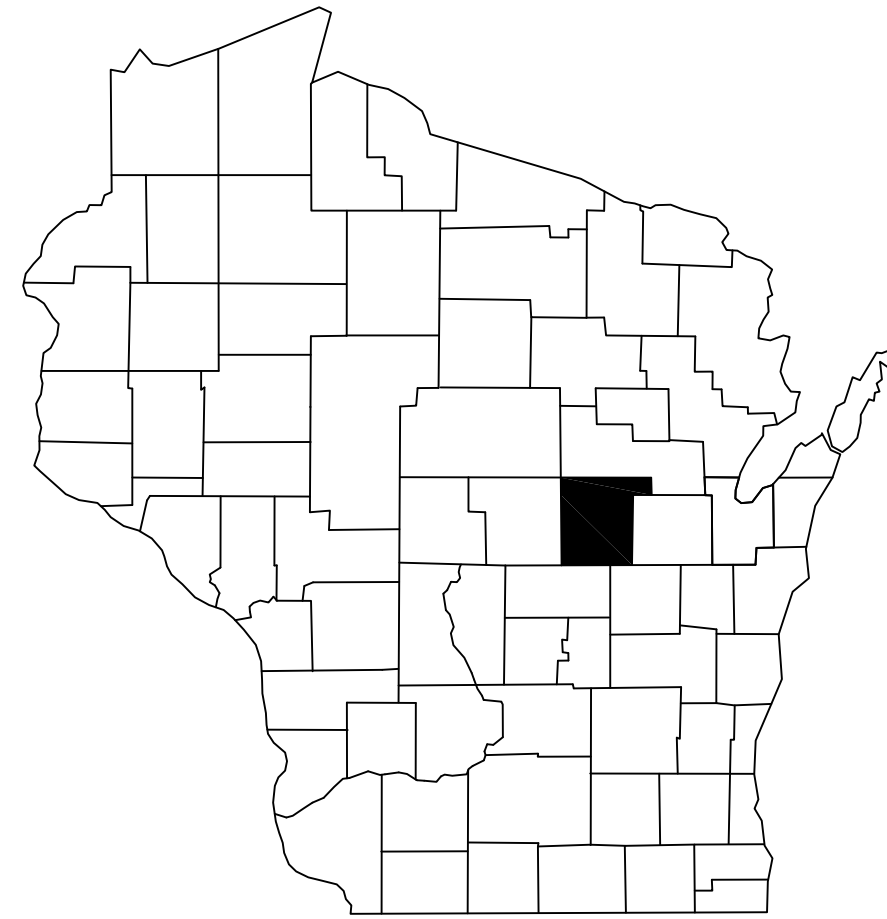
Sincerely,

Jesse Landre  
Wastewater Superintendent

cc: Director of Public Works – Justin Berrens  
Community & Economic Development Director – Jarod Kivela



# REALTY HIVE RIVER NORTH RIDGE CITY OF WAUPACA



**SITE STATISTICS:**

SITE AREA , ENTIRE PARCEL:	12.93 AC.	100.00 %
BUILDING AREAS:	2.58AC.	19.95%
ASPHALT PAVEMENT AREAS:	2.96 AC.	22.89%
CONCRETE AREAS:	0.23 AC.	1.78%
POND AREA:	0.77 AC.	5.96%
GREEN SPACE:	6.39 AC.	49.42%
IMPERVIOUS AREAS, (NOT INCLUDING POND AREA):	5.77 AC.	44.62%

**LEGAL DESCRIPTION:**

Part of Lot 3 of Volume 17, Certified Survey Maps, Page 390, Map Number 5354, Document Number 611338, Waupaca County Records; being located in the Southeast 1/4 of the Southeast 1/4, Section 28, T22N-R12E, City of Waupaca, Waupaca County, Wisconsin, more fully described as follows:

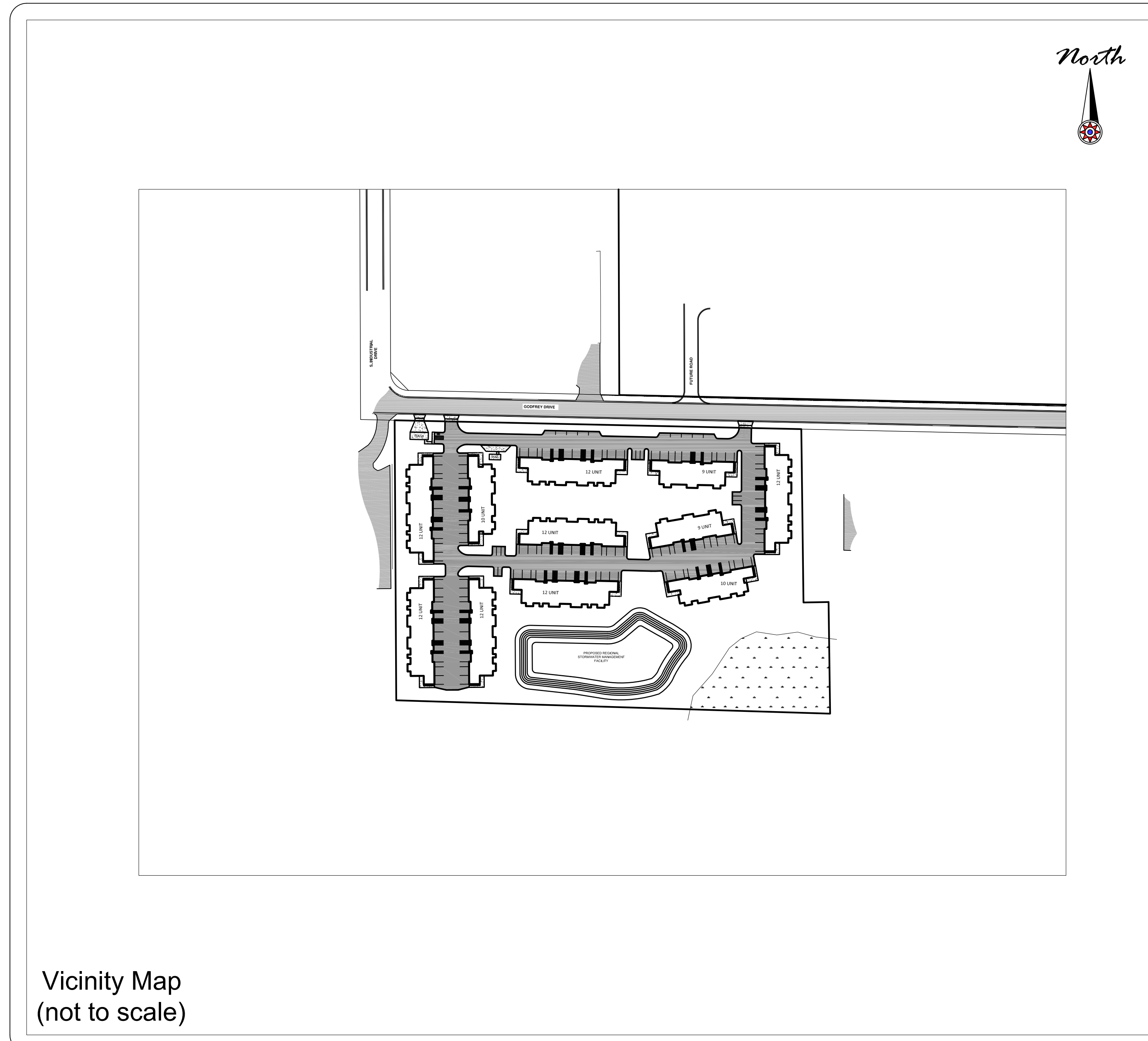
**NOTES**

Bearings referenced to the North line of the Southeast 1/4, Section 28, T22N-R12E, assumed to be S89°48'03"E.

The County Monuments used in this survey are shown and their ties have been found and verified and/or Waupaca County Surveyors Office has been notified of any discrepancies.

Elevations are referenced to the NAVD 88 Benchmark Datum.

Diggers Hotline had been called on this project on February 19, 2024, ticket number 20240800359. Vierbicher and its associates accepts no responsibility for existing utilities not marked by Diggers Hotline.



Vicinity Map  
(not to scale)

## PROJECT INFORMATION

<b>OWNER(S):</b> REALTY HIVE
<b>PROJECT NAME:</b> RIVER NORTH RIDGE APARTMENTS
<b>PROJECT DESCRIPTION:</b> APARTMENT SITE AND STORMWATER MANAGEMENT
<b>PROJECT LOCATION:</b> SOUTH SIDE OF GODFREY DR. EAST OF S. INDUSTRIAL DR.
<b>PARCEL NUMBER(S):</b> 34 28 44 5

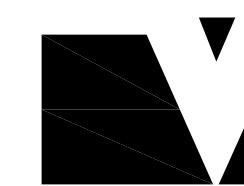
## CONTACT INFORMATION

<b>OWNER(S):</b> REALTY HIVE 445 CARDINAL LANE, STE. 102 GREEN BAY, WI 54313 ATTN.: ALEX RYCZEK
<b>ENGINEER:</b> VIERBICHER CONTACT: DAVID J. MEISTER, P.E. 400 SECURITY BLVD. GREEN BAY, WI 54313 PH.: 920-434-9670

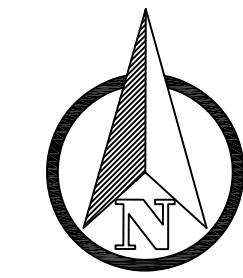
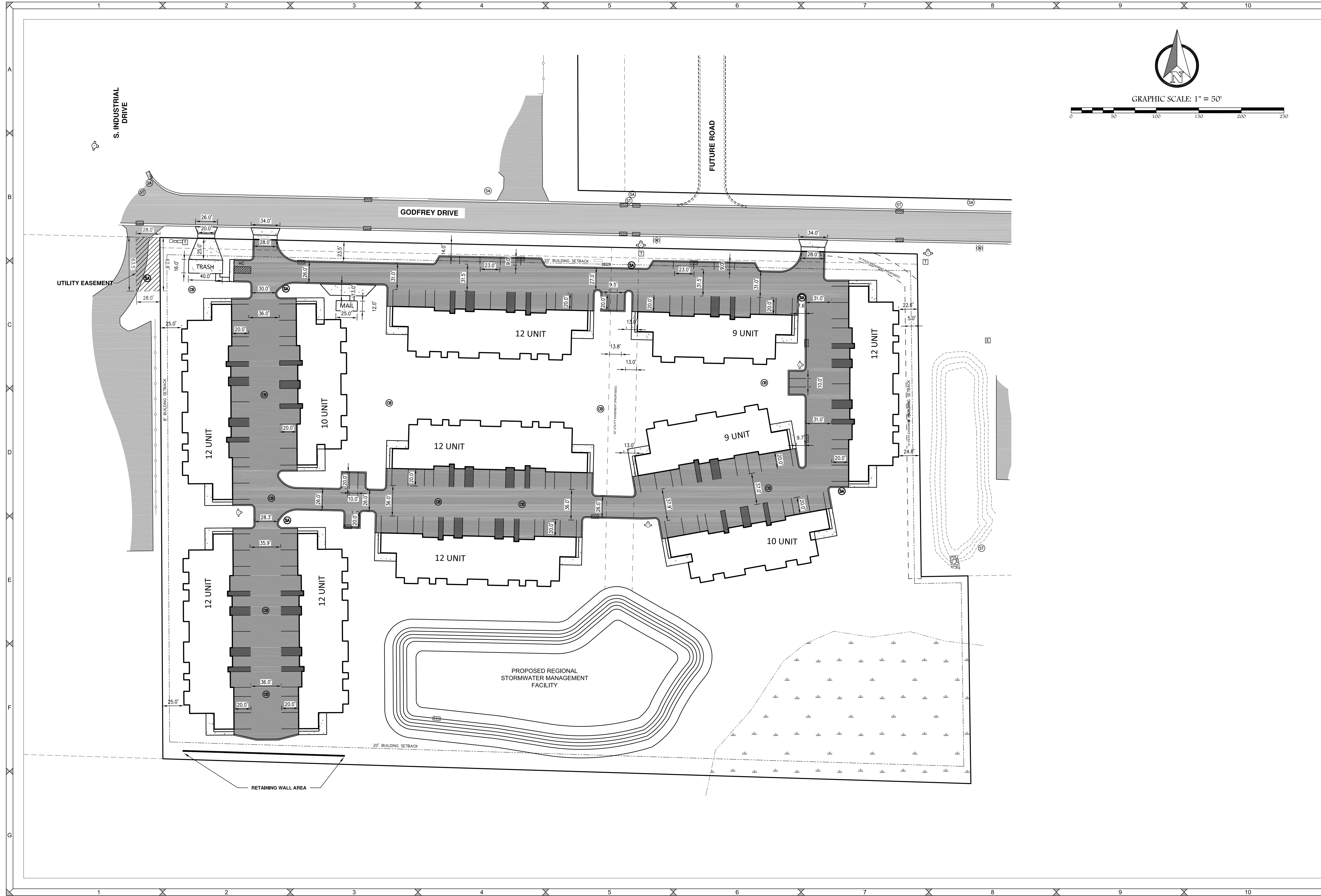
**SHEET INDEX:**

- C1.0 TITLE SHEET
- C2.0 SITE LAYOUT PLAN
- C3.0 EROSION CONTROL PLAN
- C4.0 GRADING PLAN
- C5.0 SITE UTILITY PLAN
- C6.0 POND PLAN & PROFILE
- C7.0 NOTES & DETAILS
- 1 of 1 SITE SURVEY

vierbicher  
planners | engineers | advisors



DATE: 05-31-24
PROJECT NO. R-18823
SHEET NO. <b>C1.0</b>
DRAWING NO. <b>S-3889</b>

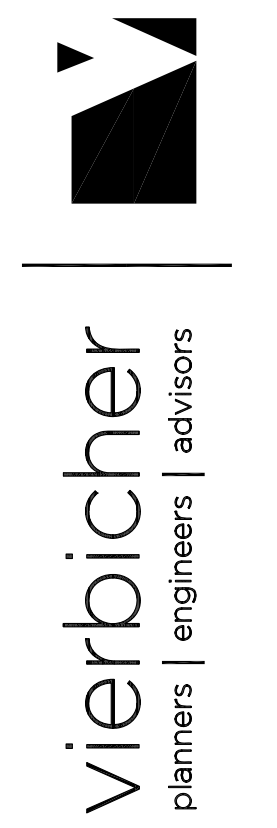


GRAPHIC SCALE: 1" = 50'



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DATE  
05-31-24

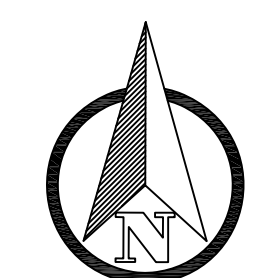
Number	Date	Comments



**RIVER NORTH RIDGE**  
**SITE LAYOUT**

PROJECT NO.  
R-18823  
SHEET NO.  
**C2.0**  
DRAWING NO.  
**S-3889**

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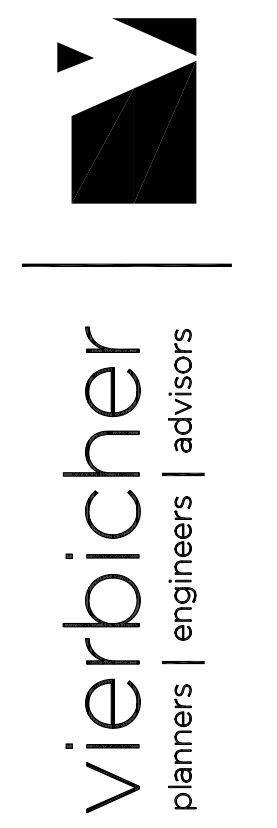
GRAPHIC SCALE: 1" = 50'



Legend for erosion control features:

- INLET PROTECTION (TYPICAL)
- SILT FENCE OR SILT SOCK
- TRACKING PAD
- EROSION CONTROL MAT FOR SLOPE STABILIZATION

Number	Date	Comments



**RIVER NORTH RIDGE  
EROSION CONTROL PLAN**

PROJECT NO.  
R-18823  
SHEET NO.  
**C3.0**  
DRAWING NO.  
**S-3889**

File: R-18823Eng\_APTS\_053124.dwg

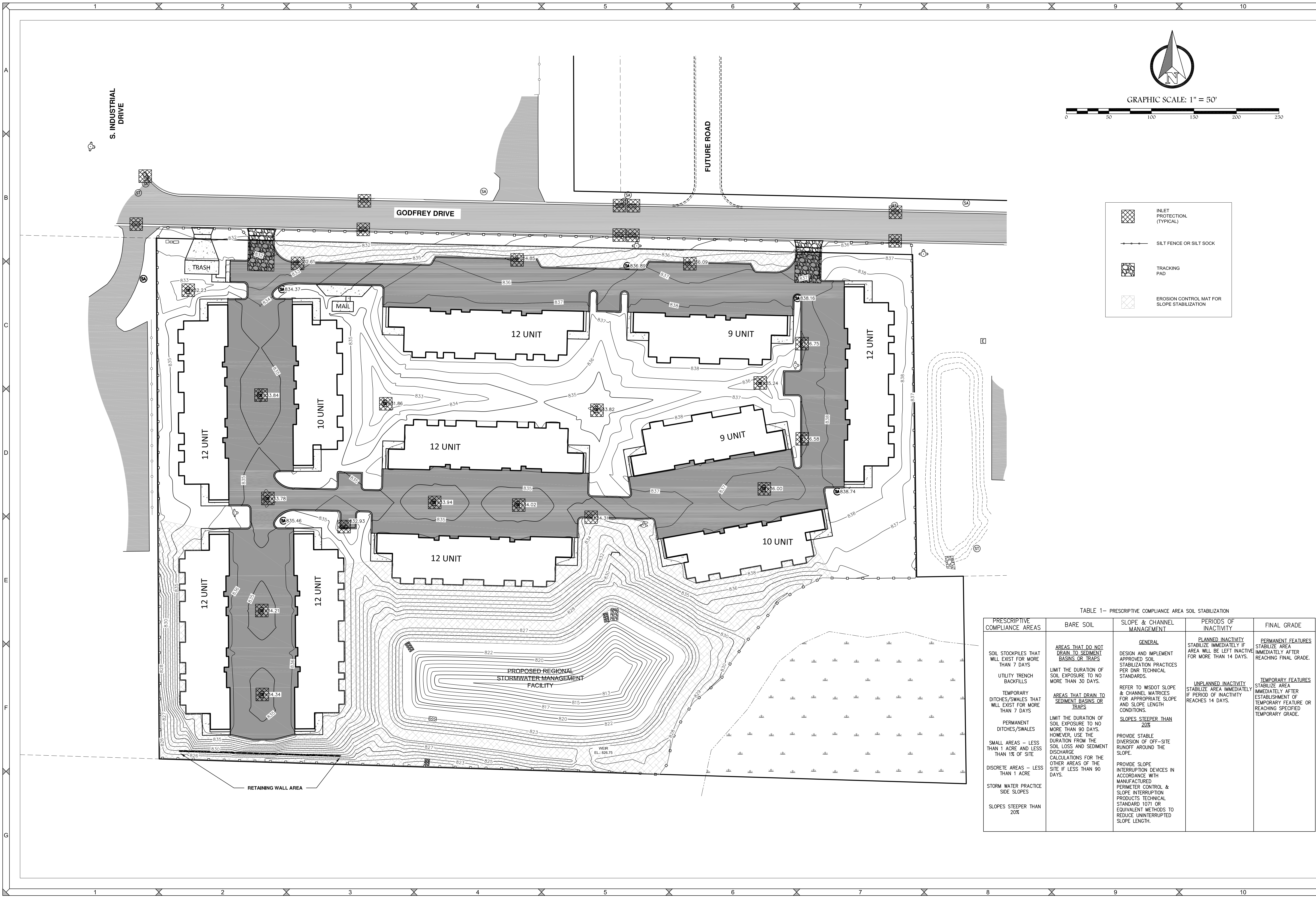
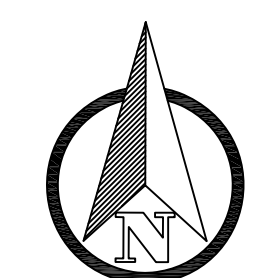


TABLE 1- PRESCRIPTIVE COMPLIANCE AREA SOIL STABILIZATION

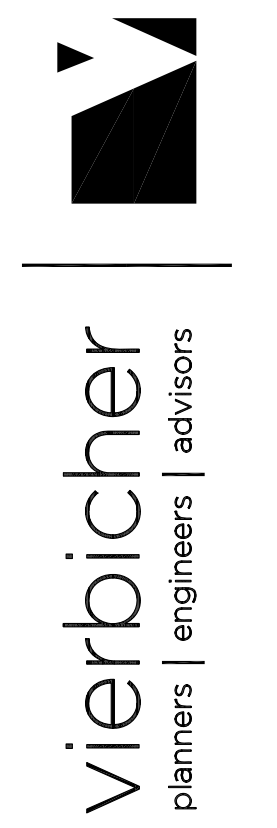
PRESCRIPTIVE COMPLIANCE AREAS	BARE SOIL	SLOPE & CHANNEL MANAGEMENT	PERIODS OF INACTIVITY	FINAL GRADE
SOIL STOCKPILES THAT WILL EXIST FOR MORE THAN 7 DAYS	AREAS THAT DO NOT DRAIN TO SEDIMENT BASINS OR TRAPS	GENERAL DESIGN AND IMPLEMENT APPROVED SOIL STABILIZATION PRACTICES PER DNR TECHNICAL STANDARDS.	PLANNED INACTIVITY STABILIZE IMMEDIATELY IF AREA WILL BE LEFT INACTIVE FOR MORE THAN 14 DAYS.	PERMANENT FEATURES STABILIZE AREA IMMEDIATELY AFTER REACHING FINAL GRADE.
UTILITY TRENCH BACKFILLS	LIMIT THE DURATION OF SOIL EXPOSURE TO NO MORE THAN 30 DAYS.	REFER TO WSDOT SLOPE & CHANNEL MATRICES FOR APPROPRIATE SLOPE AND SLOPE LENGTH CONDITIONS.	UNPLANNED INACTIVITY STABILIZE AREA IMMEDIATELY IF PERIOD OF INACTIVITY REACHES 14 DAYS.	TEMPORARY FEATURES STABILIZE AREA IMMEDIATELY AFTER ESTABLISHMENT OF TEMPORARY FEATURE OR REACHING SPECIFIED TEMPORARY GRADE.
TEMPORARY DITCHES/SWALES THAT WILL EXIST FOR MORE THAN 7 DAYS	AREAS THAT DRAIN TO SEDIMENT BASINS OR TRAPS	SLOPES STEEPER THAN 20%		
PERMANENT DITCHES/SWALES	LIMIT THE DURATION OF SOIL EXPOSURE TO NO MORE THAN 90 DAYS. HOWEVER, USE THE DURATION FROM THE SOIL LOSS AND SEDIMENT DISCHARGE CALCULATIONS FOR THE OTHER AREAS OF THE SITE IF LESS THAN 90 DAYS.	PROVIDE STABLE DIVERSION OF OFF-SITE RUNOFF AROUND THE SLOPE.		
SMALL AREAS - LESS THAN 1 ACRE AND LESS THAN 1% OF SITE		PROVIDE SLOPE INTERRUPTION DEVICES IN ACCORDANCE WITH MANUFACTURED PERIMETER CONTROL & SLOPE INTERRUPTION PRODUCTS TECHNICAL STANDARD 1071 OR EQUIVALENT METHODS TO REDUCE UNINTERRUPTED SLOPE LENGTH.		
DISCRETE AREAS - LESS THAN 1 ACRE				
STORM WATER PRACTICE SIDE SLOPES				
SLOPES STEEPER THAN 20%				



**NOTE:**  
EXACT DEPTH OF  
EXISTING POND IS  
UNKNOWN AT THIS TIME.

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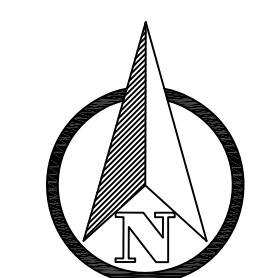
Number	Date	Comments



**RIVER NORTH RIDGE  
GRADING PLAN**

PROJECT NO.  
R-18823  
SHEET NO.  
**C4.0**  
DRAWING NO.  
**S-3889**

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**NOTE:**  
 • SOME STORM PIPES ARE DESIGN TO BE OVER THE SANITARY DUE TO THE SHALLOWNESS OF THE SANITARY MAIN. ALL CONTRACTORS ARE TO TAKE SPECIAL CARE WHEN CROSSING OVER NEWLY INSTALLED SANITARY & STORM PIPING.

**NOTE:**

- The City of Waupaca Dept. of Public Works must be notified (3) working days before the start of any street construction within a Public right-of-way or easement.
- The City of Waupaca Dept. of Public Works must be notified (3) working days before the start of any sanitary sewer or storm sewer construction within a Public right-of-way.
- The City of Waupaca Water Dept. must be notified (3) working days before the start of any water main construction within a Public right-of-way or easement.
- Coordinate the storm, sanitary and water tap with the City of Waupaca.

**UTILITY & LATERAL NOTES:**

- ALL SANITARY LATERALS TO THE BUILDING SHALL 1/8" FT. SLOPE MINIMUM AND BE STUB UNDER THE FOUNDATION TO 3'+/- INSIDE THE BUILDING. VERIFY EXACT LOCATION WITH OWNER AND/OR GENERAL CONTRACTOR.
- ALL SANITARY LATERALS TO HAVE CLEANOUT AT LEAST EVERY 100'. PLACE CLEANOUT IN GREEN AREAS WHEN EVER POSSIBLE. ALSO CLEANOUTS MUST BE PLACED WITHIN 5' OF THE FOUNDATION WALL.
- ALL WATER LATERALS TO THE APARTMENT BUILDINGS SHALL BE 4". (UNLESS THE PLUMBING DESIGNER DECIDES OTHERWISE), AND HAVE DUCTILE IRON RISERS WITH FLAT FACED FLANGES. VERIFY EXACT LOCATION WITH THE OWNER AND GENERAL CONTRACTOR.
- EXACT LOCATIONS OF BUILDING DOWN SPOUT TO BE FIELD VERIFIED WITH THE OWNER AND GENERAL CONTRACTOR.
- STORZ LOCATION TO BE DETERMINED BY THE OWNER.

**NOTES:**

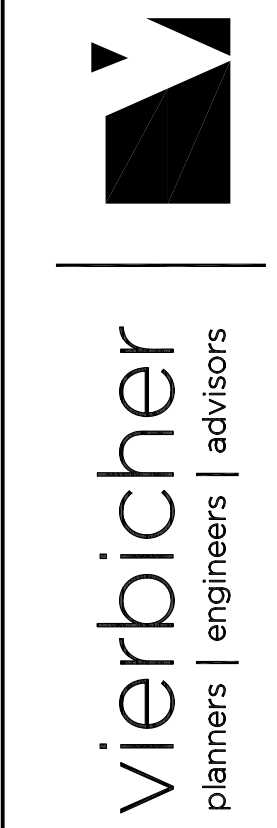
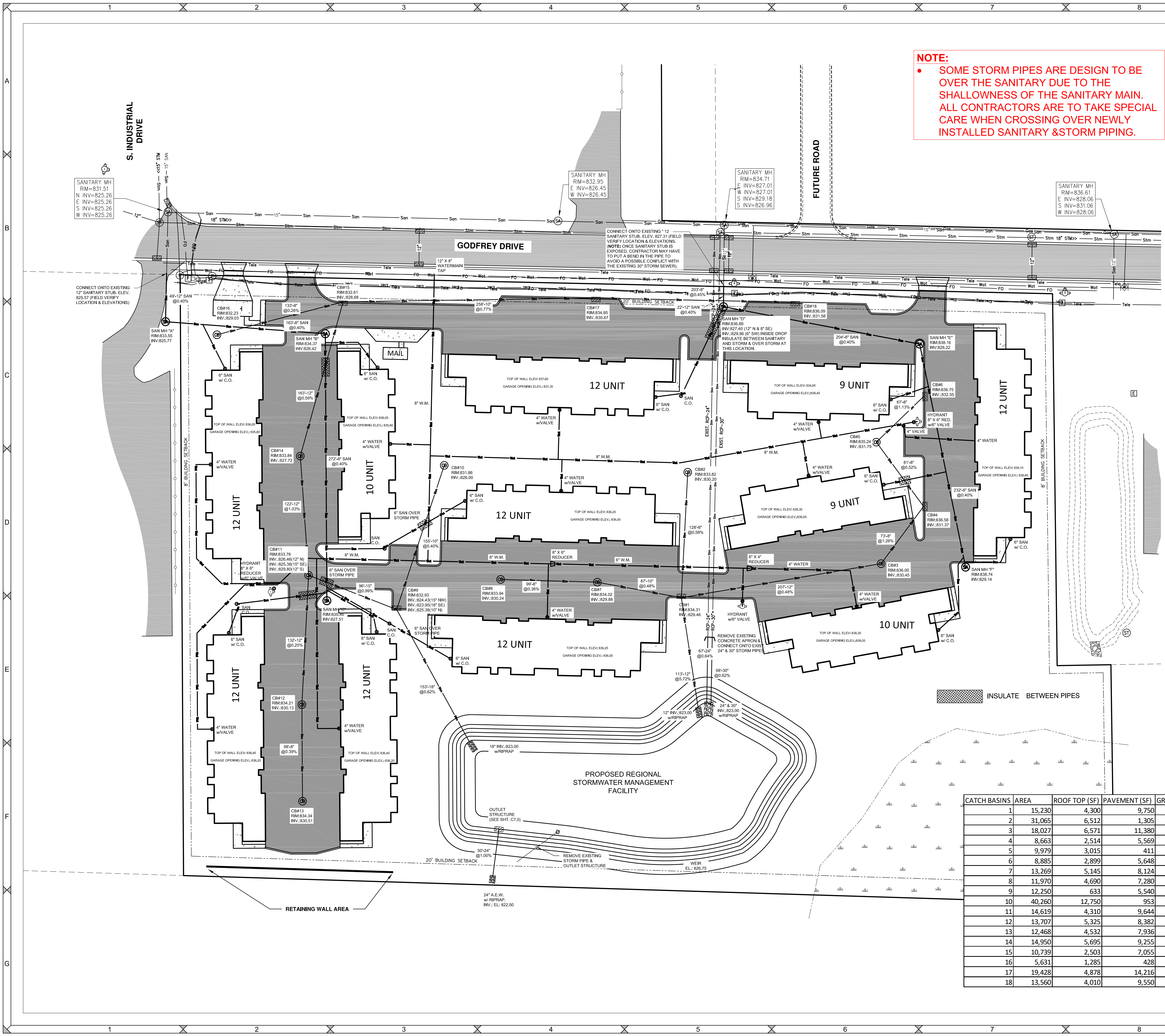
- 8" SANITARY MAINS TO BE PVC SDR 3034.
- 6" SANITARY LATERALS TO BE PVC SDR 3034.
- 8" & 6" WATER MAINS AND 4" WATER LATERALS TO BE PVC C900.
- 4" THRU 10" STORM PIPE TO BE PVC SDR 3034.
- 12" THRU 18" STORM PIPES TO BE HDPE, RCP OR PVC.
- 24" & 30" STORM PIPE TO BE RCP.

DFU: XXXXXXXX/9 UNIT  
WSFU: XXXX/9 UNIT

DFU: XXXXXXXX/10 UNIT  
WSFU: XXXX/10 UNIT

DFU: XXXXXXXX/12 UNIT  
WSFU: XXXX/12 UNIT

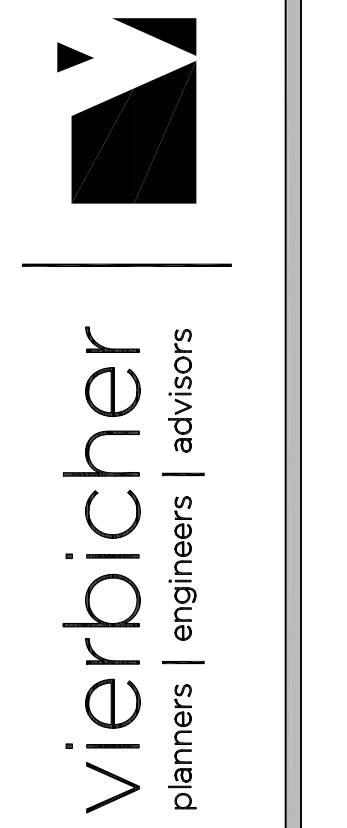
CATCH BASIN	AREA	ROOF TOP (SF)	PAVEMENT (SF)	GREEN SPACE (SF)	FLOW (GPM)	COMBINED FLOW (GPM)	CAPACITY (GPM)	PIPE SIZE@SLOPE	CB#
1	15,230	4,300	9,750	1,180	477	3,202	> 4040	12" @ 5.72%	1
2	31,065	6,512	1,305	23,248	514	514	514	8" @ 0.58%	2
3	18,027	6,571	11,380	76	604	1,359	1,359	12" @ 0.48%	3
4	8,663	2,514	5,569	580	274	755	755	8" @ 1.26%	4
5	9,979	3,015	411	6,553	192	481	481	8" @ 0.52%	5
6	8,885	2,899	5,648	338	289	289	289	725 8" @ 1.13%	6
7	13,269	5,145	8,124	0	448	852	852	10" @ 0.48%	7
8	11,970	4,690	7,280	0	404	404	404	8" @ 0.36%	8
9	12,250	633	5,540	6,077	253	4,383	4,383	18" @ 0.62%	9
10	40,260	12,750	953	26,557	775	775	775	10" @ 0.40%	10
11	14,619	4,310	9,644	665	469	3,355	3,363	15" @ 0.99%	11
12	13,707	5,325	8,382	0	463	881	881	971 12" @ 0.25%	12
13	12,468	4,532	7,936	0	418	418	420	8" @ 0.39%	13
14	14,950	5,695	9,255	0	504	2,005	2,008	12" @ 1.03%	14
15	10,739	2,503	7,055	1,181	325	1,501	1,509	12" @ 0.59%	15
16	5,631	1,285	428	3,918	100	100	350	8" @ 0.26%	16
17	19,428	4,878	14,216	334	628	1,076	1,078	10" @ 0.77%	17
18	13,560	4,010	9,550	0	448	448	452	8" @ 0.45%	18



**RIVER NORTH RIDGE  
SITE UTILITY PLAN**

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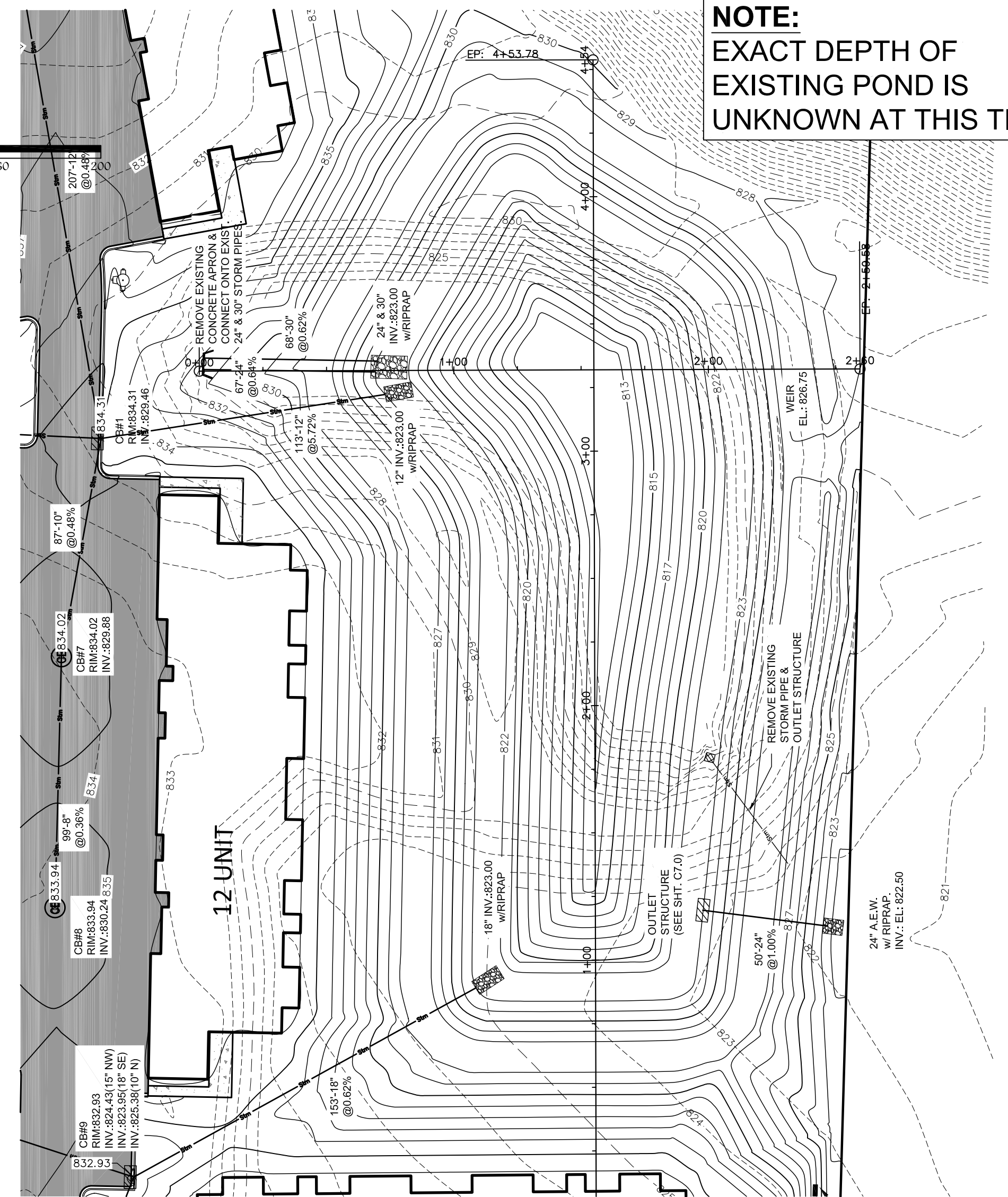
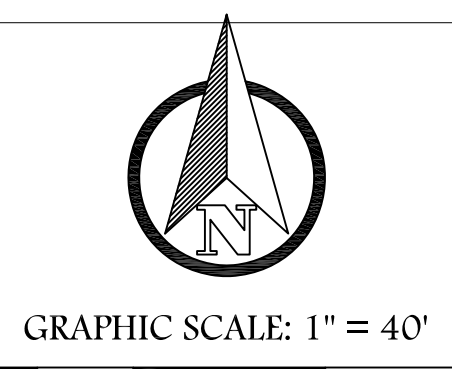
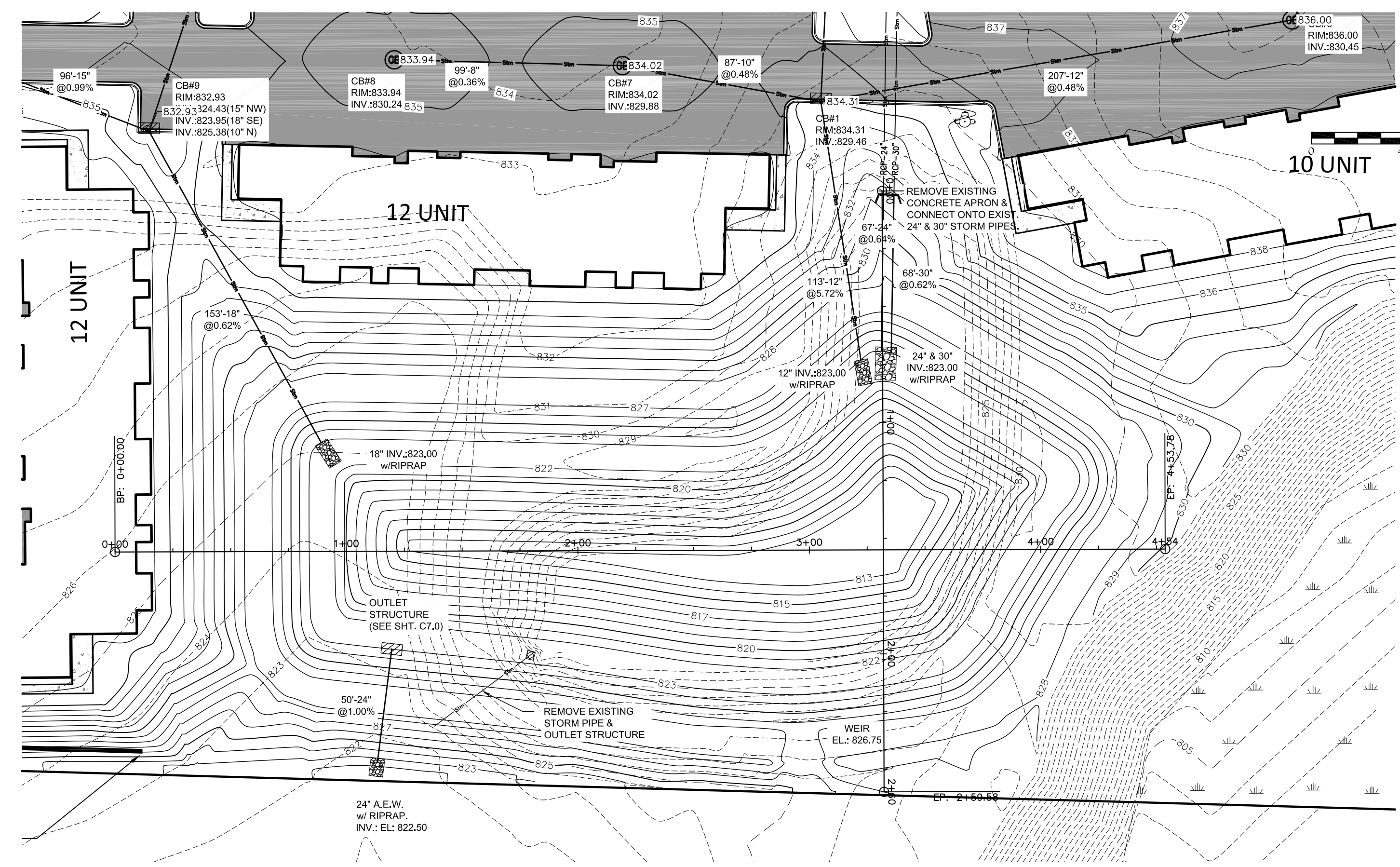
Number	Date	Comments



**RIVER NORTH RIDGE  
POND PLAN & PROFILE**

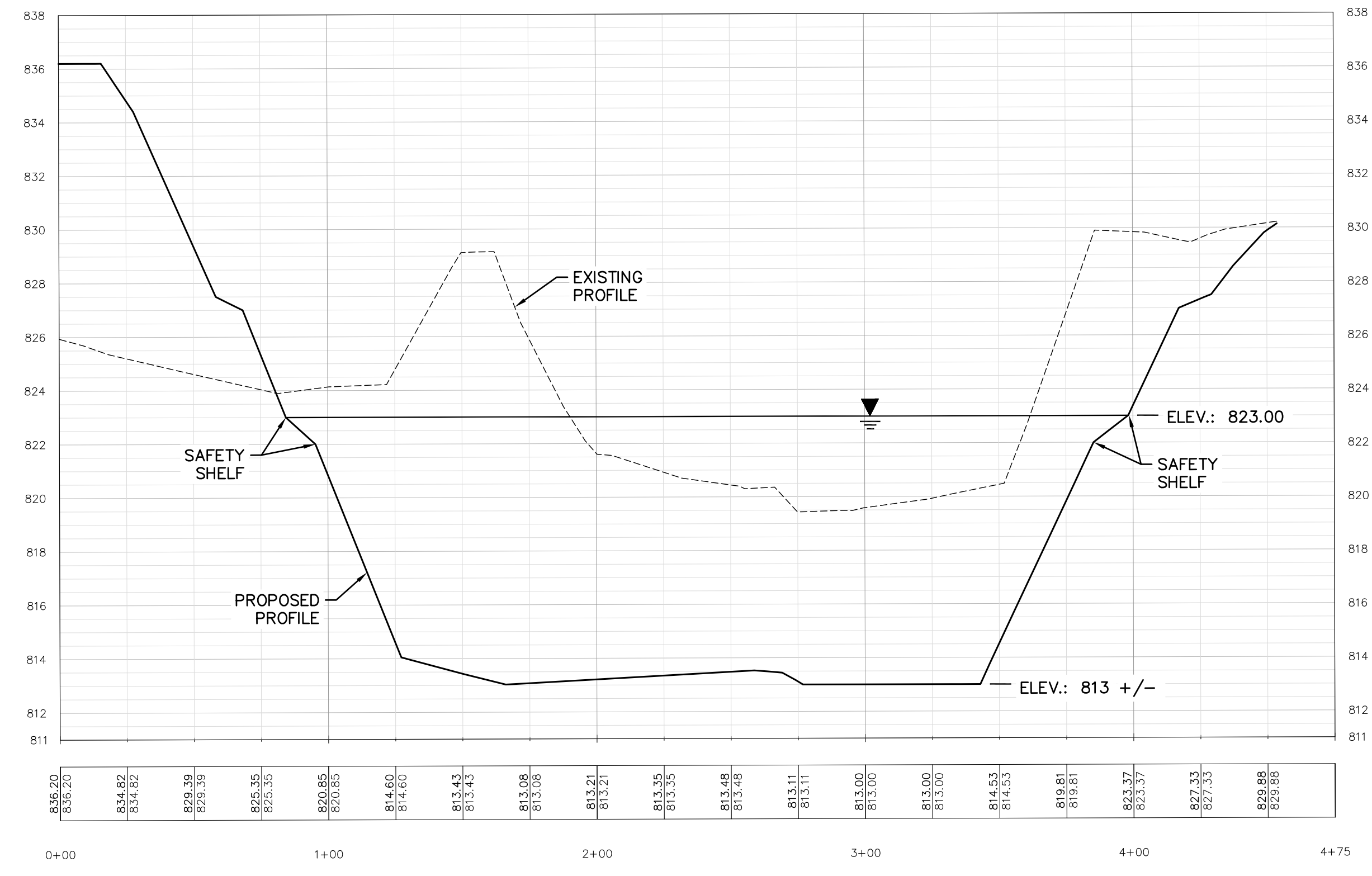
PROJECT NO.  
R-18823  
SHEET NO.  
**C6.0**  
DRAWING NO.  
**S-3889**

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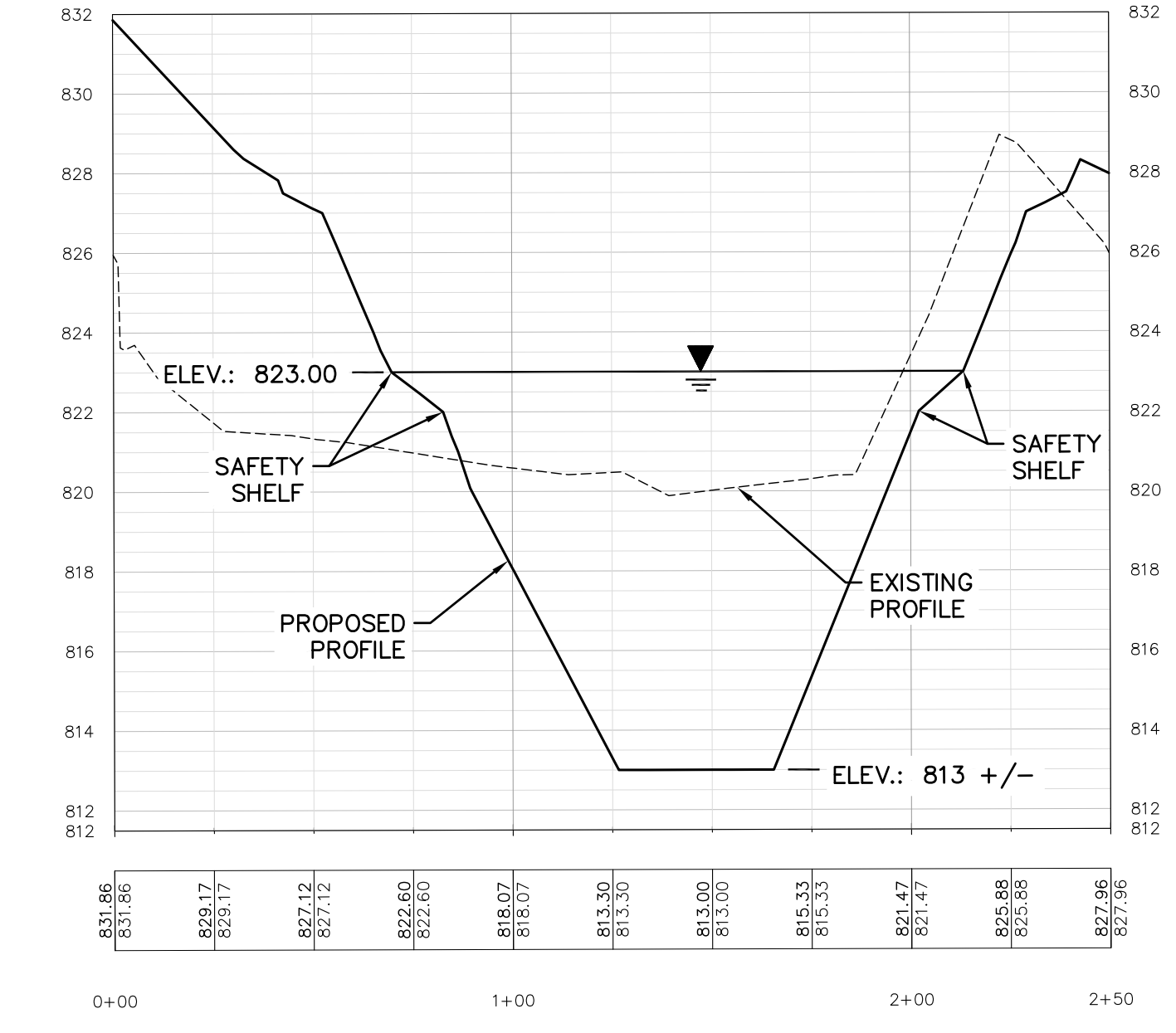


**NOTE:**  
EXACT DEPTH OF  
EXISTING POND IS  
UNKNOWN AT THIS TIME.

PROFILE VIEW OF POND EAST- WEST



PROFILE VIEW OF POND NORTH - SOUTH



**CONSTRUCTION SITE EROSION CONTROL**

THE CONTRACTOR IS RESPONSIBLE FOR INSTALLING AND MAINTAINING EROSION AND SEDIMENT CONTROL MEASURES. ALL EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE ACCORDANCE WITH THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES TECHNICAL STANDARDS AND IF NO STANDARD EXISTS THE WISCONSIN CONSTRUCTION SITE BEST MANAGEMENT PRACTICE HANDBOOK (CURRENT EDITION) SHALL BE REFERENCED. EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE IN PLACE PRIOR TO DISTURBING THE SITE. CONTRACTORS SHALL MINIMIZE THE DURATION AND SIZE OF DISTURBED AREAS TO THE MAXIMUM EXTENT PRACTICABLE. EROSION AND SEDIMENT CONTROL PRACTICES PROPOSED FOR THIS PROJECT ARE DESCRIBED AS FOLLOWS:

**SEDIMENT TRACKING FROM CONSTRUCTION SITE:**

- **STONE TRACKING PAD(S) - TECHNICAL STANDARD 1057**  
STONE TRACKING PADS WILL BE INSTALLED AT ENTRANCES SHOWN ON THE SITE. TRACKING PADS SHALL BE IN PLACE PRIOR TO LAND DISTURBING ACTIVITIES.  
WASH WATER FROM VEHICLE AND WHEEL WASHING SHALL BE TREATED BEFORE ENTERING WATERS OF THE STATE.

- **STREET SWEEPING/CLEANING**  
SEDIMENT TRACKED FROM THE CONSTRUCTION SITE SHALL BE CLEANED UP AT THE END OF EACH WORK DAY UNLESS THE SEDIMENT PRESENTS A HAZARD. SEDIMENT PRESENTING A HAZARD MUST BE CLEANED UP IMMEDIATELY.

**SEDIMENT CARRIED OFF-SITE BY OVERLAND FLOW OR RUNOFF:**

- **SILT FENCE - TECHNICAL STANDARD 1056**  
SILT FENCE WILL BE INSTALLED DOWN-SLOPE OF ALL DISTURBED AREAS OF THE SITE. THE FENCE SHALL BE INSTALLED ALONG THE CONTOURS AND BE IN-PLACE PRIOR TO LAND DISTURBING ACTIVITIES.
- **SEEDING - TECHNICAL STANDARD 1059; MULCHING - TECHNICAL STANDARD 1058**  
DISTURBED AREAS OF THE SITE SHALL BE SEEDED AND MULCHED AS SOON AS THEY ARE BROUGHT TO FINISHED GRADE. IN ADDITION, ANY STOCK PILES IN PLACE FOR 7 DAYS OR MORE SHALL BE SEEDED AND MULCHED.

- **NON-CHANNEL EROSION MAT - TECHNICAL STANDARD 1052**  
EROSION CONTROL MAT SHALL BE PLACED AS SHOWN ON THE PLANS, AND/OR AS DETERMINED IN THE FIELD, TO PROTECT THE DISTURBED SLOPES FROM EROSION. NON-CHANNEL EROSION MAT SHALL BE INSTALLED AS SOON AS THE SLOPE HAS BEEN BROUGHT TO FINISHED GRADE.

- **CONSTRUCTION SITE DIVERSION - TECHNICAL STANDARD 1066**  
WHERE POSSIBLE, THE SITE WILL BE GRADED SUCH THE RUNOFF FROM UNDISTURBED AREAS IS ROUTED AROUND DISTURBED AREAS OF THE SITE.

**SEDIMENT CARRIED OFF-SITE BY DEWATERING OPERATIONS:**

- **DEWATERING - TECHNICAL STANDARD 1061**  
DEWATERING IS NOT ANTICIPATED FOR THIS PROJECT. IF IT IS REQUIRED, DEWATERING SHALL BE IN ACCORDANCE WITH THE DEWATERING TECHNICAL STANDARD. ANY NECESSARY PERMITS SHALL BE OBTAINED PRIOR TO DEWATERING OPERATIONS TAKE PLACE.

**SEDIMENT ENTERING STORM DRAIN INLETS:**

- **STORM DRAIN INLET PROTECTION - TECHNICAL STANDARD 1060**  
ALL INLETS, PROPOSED AND EXISTING, ACCEPTING RUNOFF FROM DISTURBED AREAS OF THE SITE SHALL HAVE INLET PROTECTION INSTALLED PRIOR TO LAND DISTURBING ACTIVITY WITHIN THE AREA DISCHARGING TO THE INLET.

**SEDIMENT BEING CARRIED OFF-SITE BY WIND:**

- **DUST CONTROL - TECHNICAL STANDARD 1068**  
WHEN REQUIRED, DUST CONTROL MEASURES SHALL BE EMPLOYED TO PREVENT DUST FROM BLOWING OFF-SITE.

**CONCRETE WASHOUT**

- **CONCRETE WASHOUT SHALL BE COLLECTED AND RETAINED, BOTH WATER AND CONCRETE, IN LEAK PROOF CONTAINERS. WASHOUT CAN BE RECYCLED OR REUSED. SEE <http://water.epa.gov/polwaste/npsdes/swbomp/upload/concretestwashout.pdf> FOR DETAILS.**

**INSPECTION AND MAINTENANCE**

THE CONTRACTOR IS RESPONSIBLE FOR INSPECTION AND MAINTENANCE OF EROSION AND SEDIMENT CONTROLS UNTIL THE CONSTRUCTION SITE IS PERMANENTLY STABILIZED WITH A DENSE GRASS COVER. THE CONTRACTOR SHALL INSPECT EROSION AND SEDIMENT CONTROLS WEEKLY AND WITHIN 24 HOURS AFTER A RAINFALL EVENT OF 0.5 INCHES OR GREATER. THE CONTRACTOR SHALL INSPECT EROSION AND SEDIMENT CONTROLS FOR STRUCTURAL DAMAGE, SEDIMENT ACCUMULATION, OR ANY OTHER UNDESIRABLE CONDITION. THE CONTRACTOR SHALL REPAIR DAMAGED STRUCTURES PRIOR TO THE END OF EACH WORKING DAY. SEDIMENT SHALL BE REMOVED FROM THE STRUCTURE WHEN THE DEPTH OF SEDIMENT HAS ACCUMULATED TO ONE HALF THE HEIGHT OF THE DEVICE OR AS REQUIRED BY THE APPLICABLE WISCONSIN DEPARTMENT OF NATURAL RESOURCES TECHNICAL STANDARD (CURRENT EDITION).

THE CONTRACTOR SHALL SUMMARIZE WEEKLY INSPECTION AND MAINTENANCE ACTIVITIES ON A WEEKLY INSPECTION REPORT THAT IS AVAILABLE THROUGH THE WDNR.

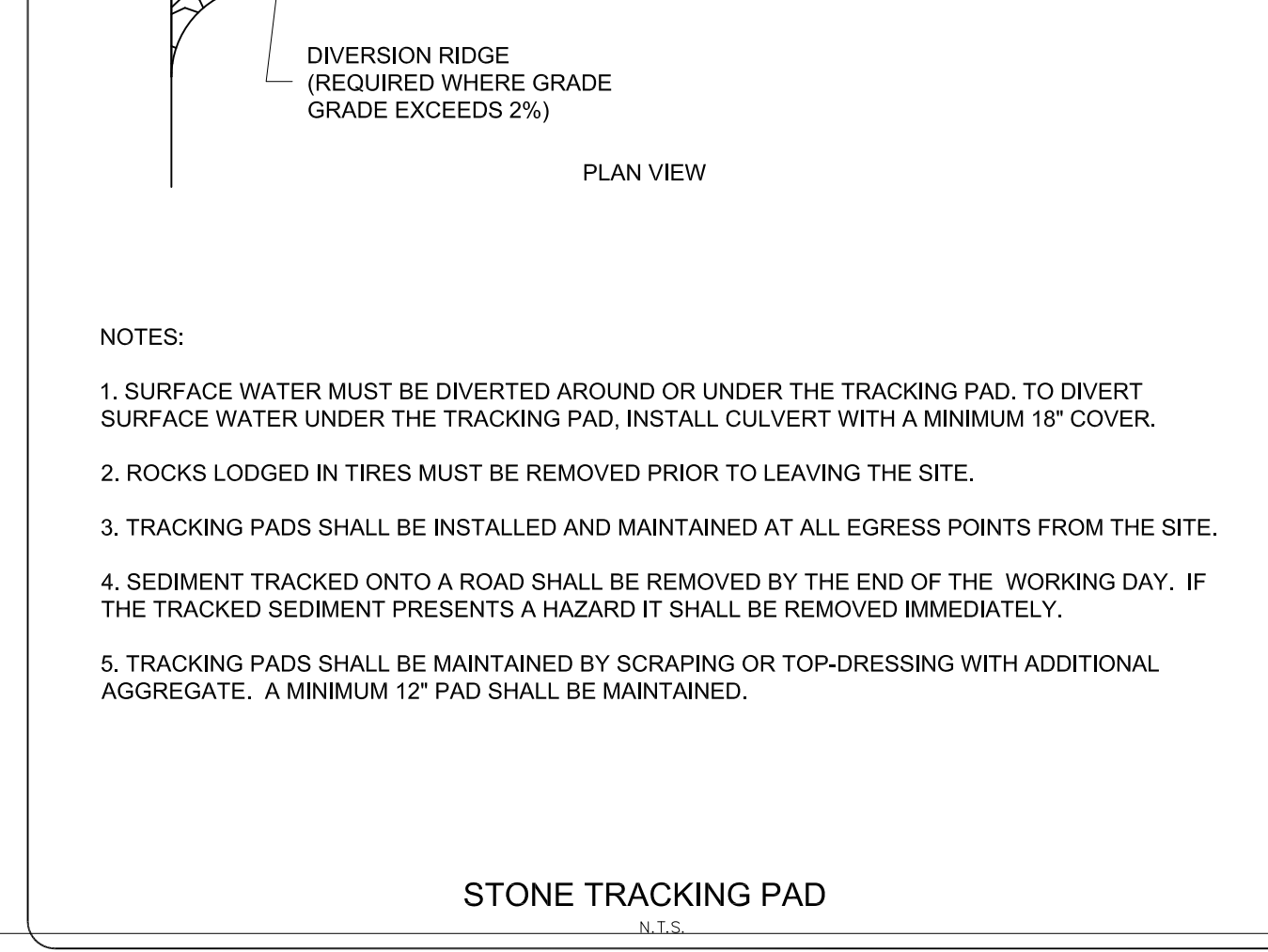
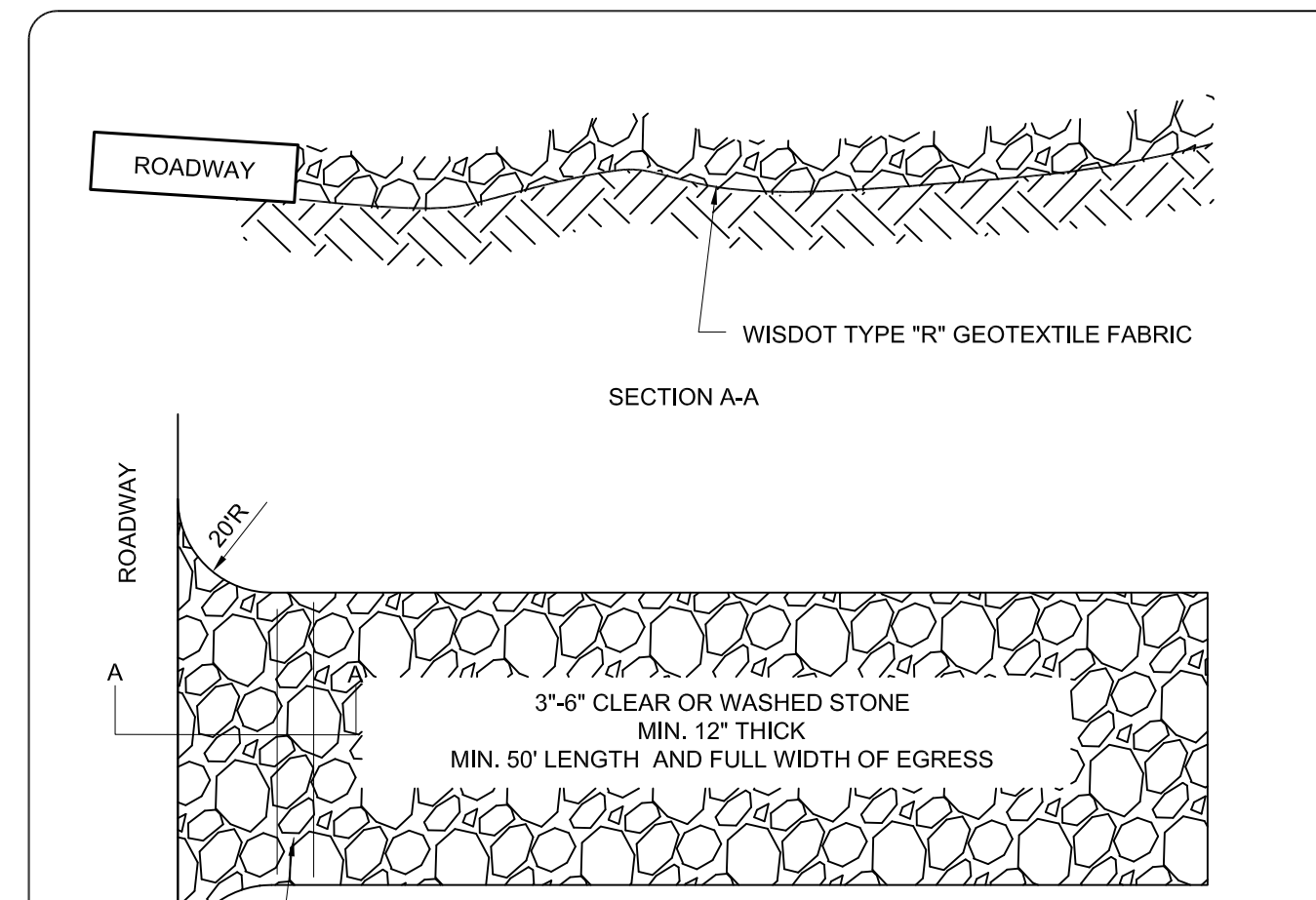
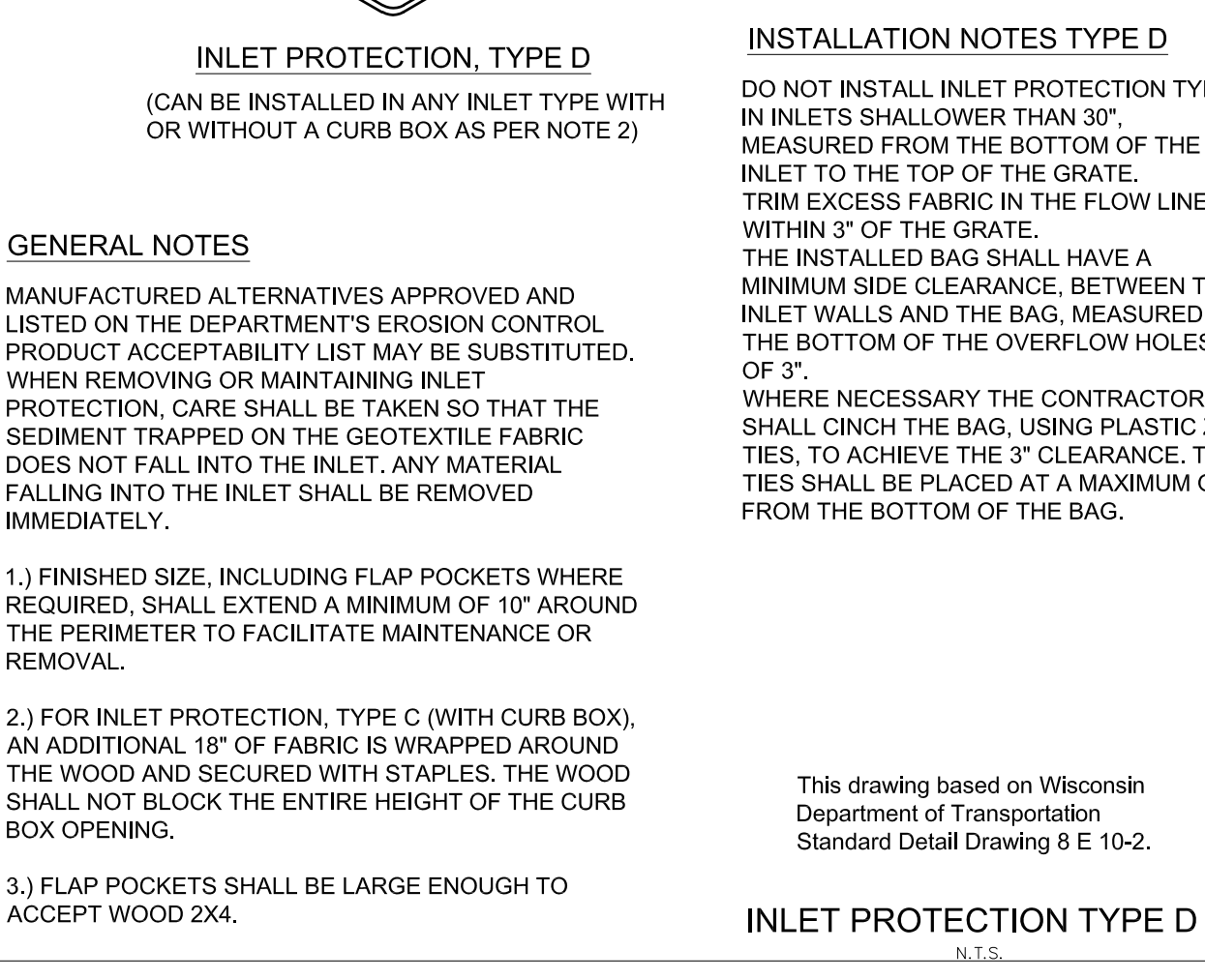
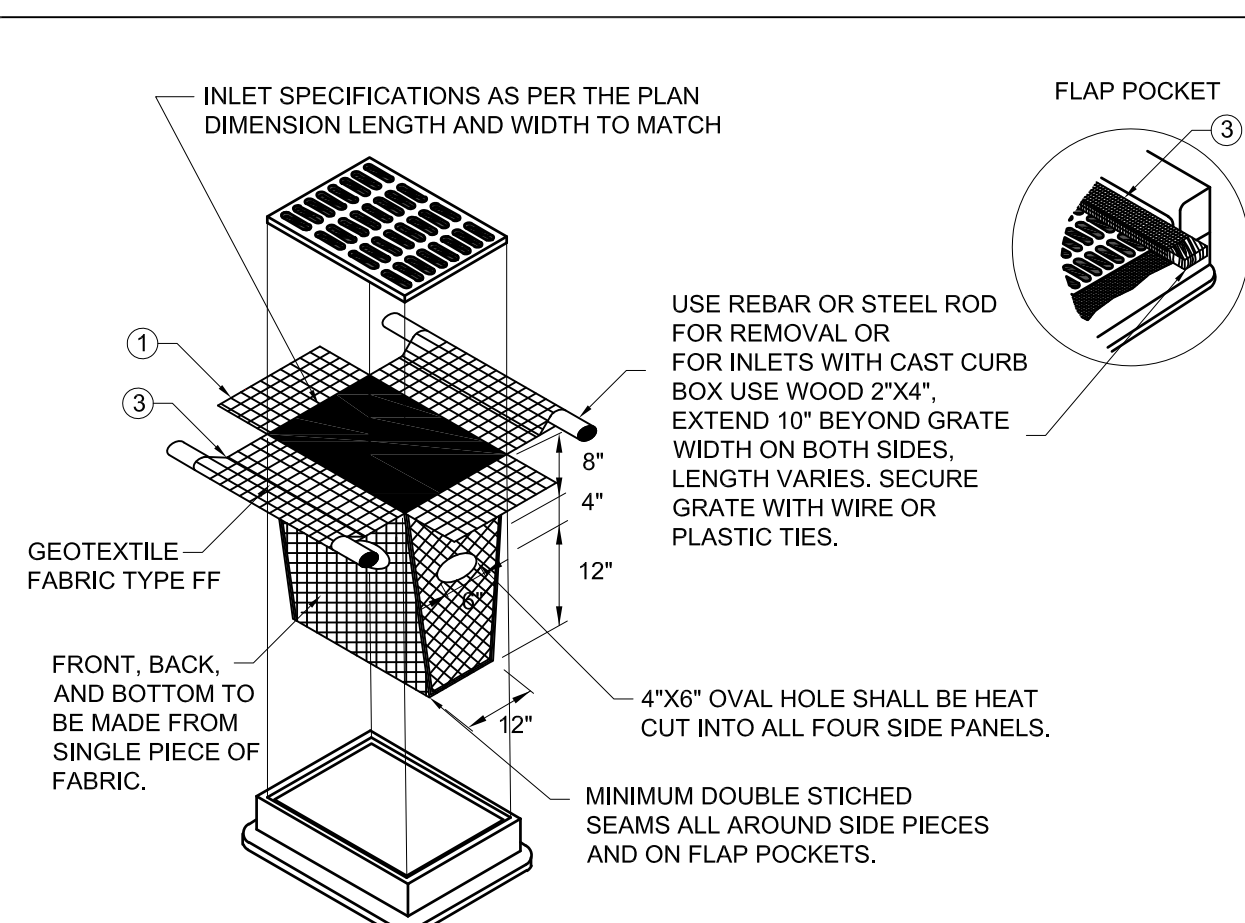
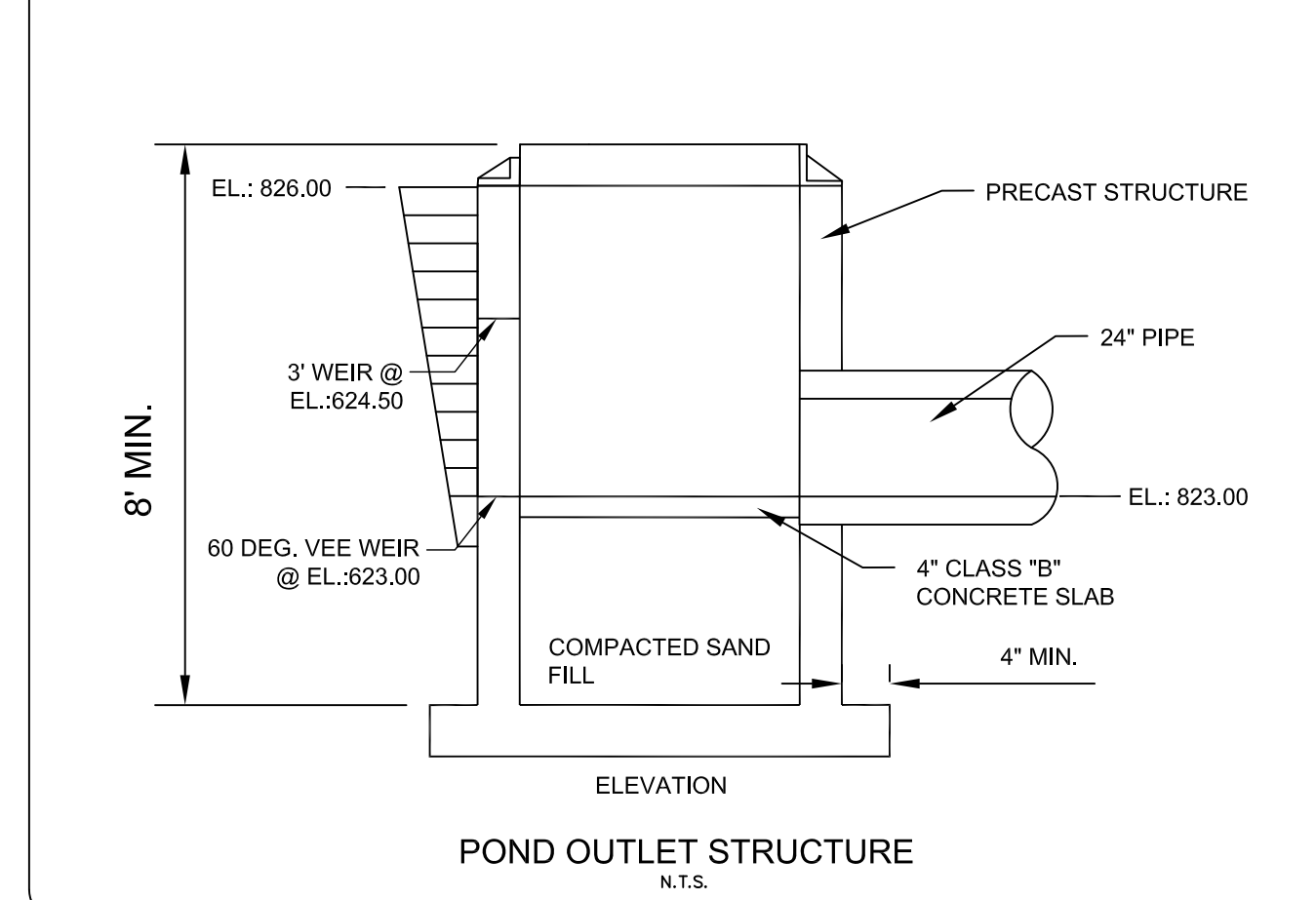
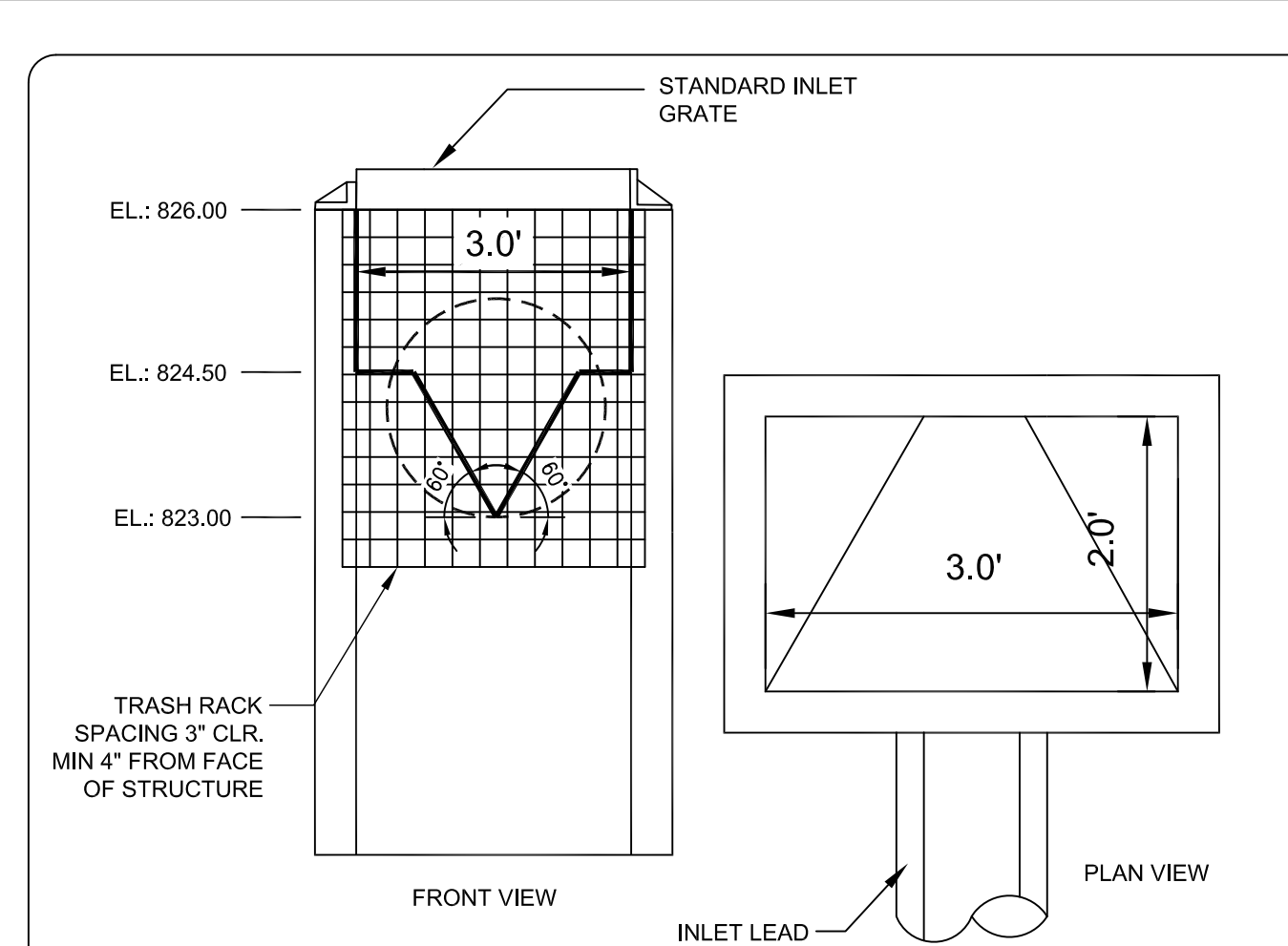
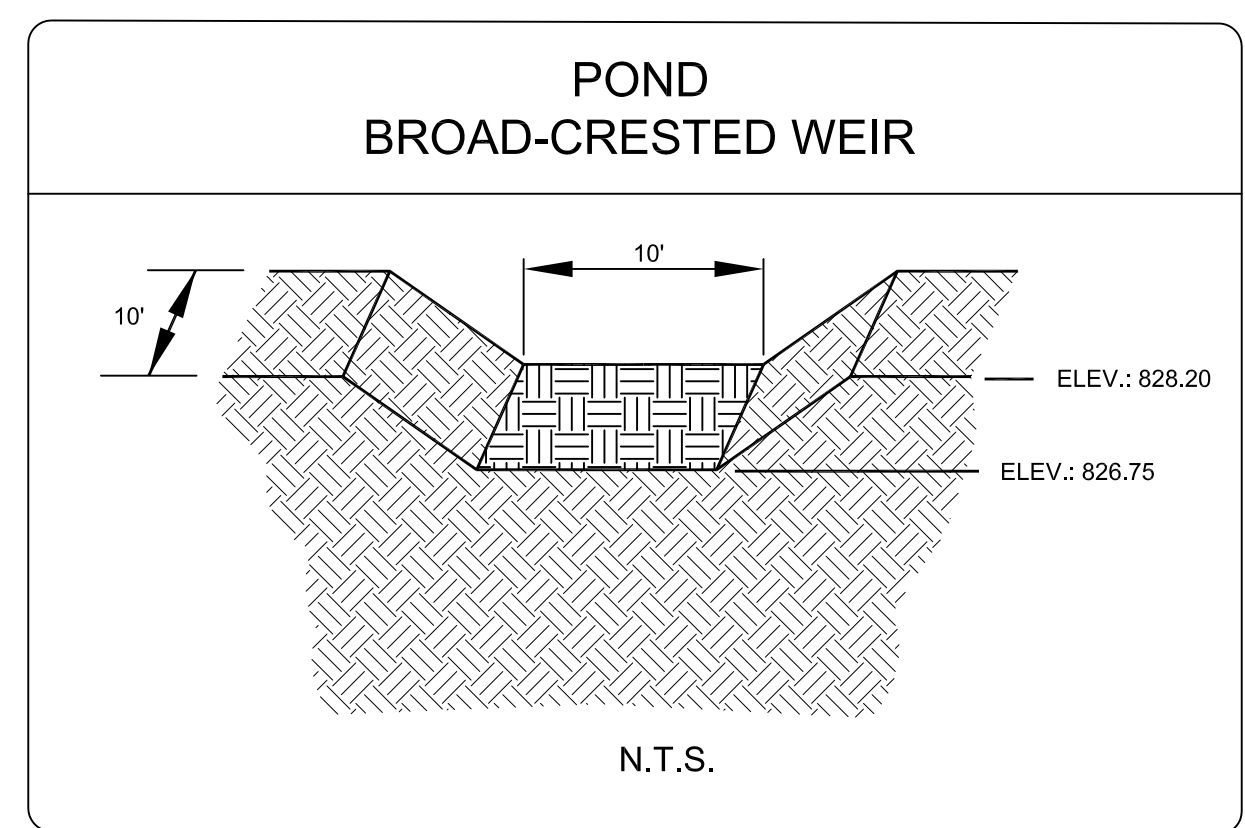
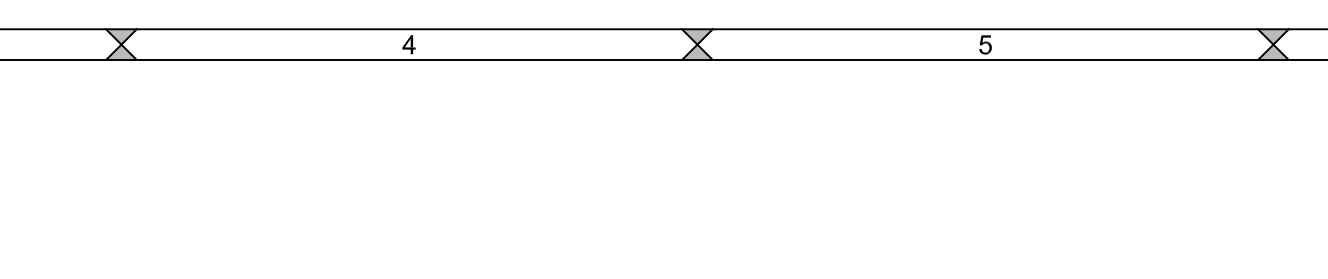
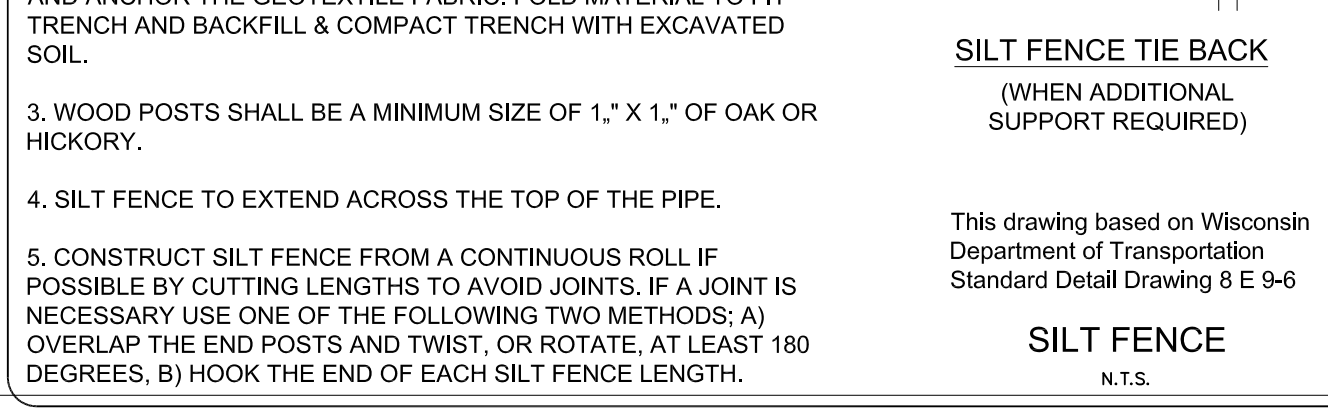
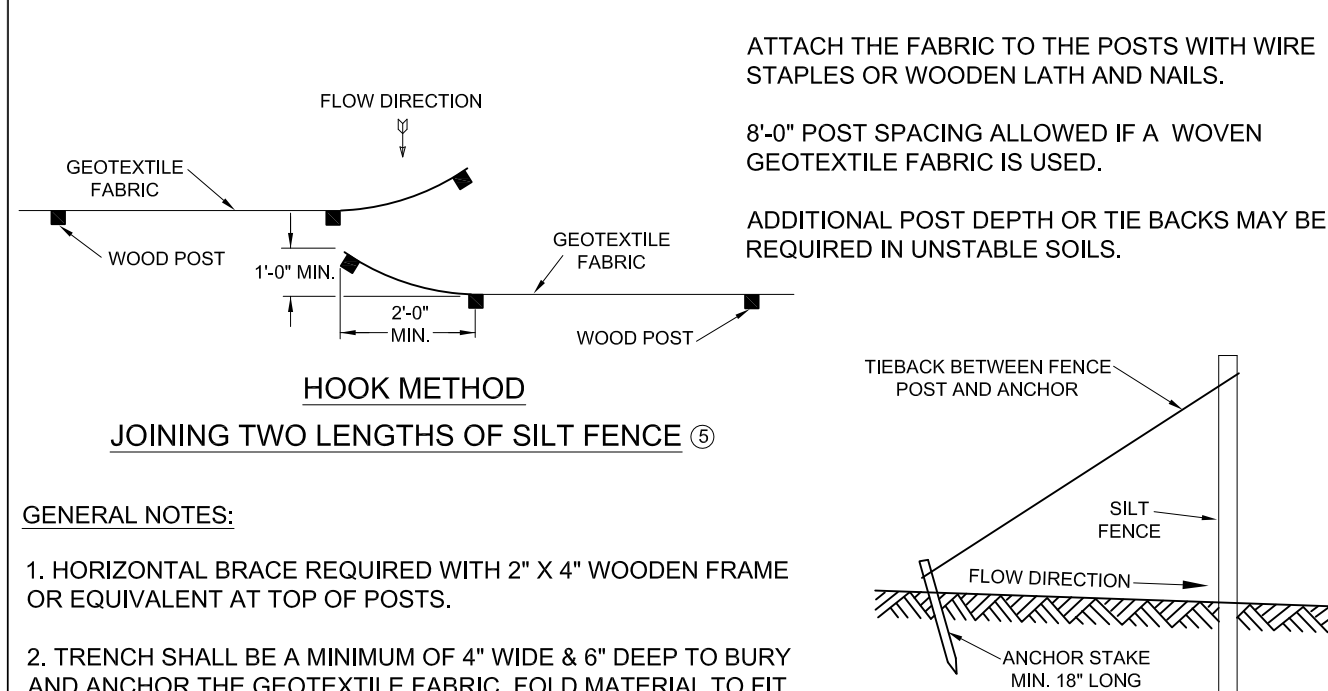
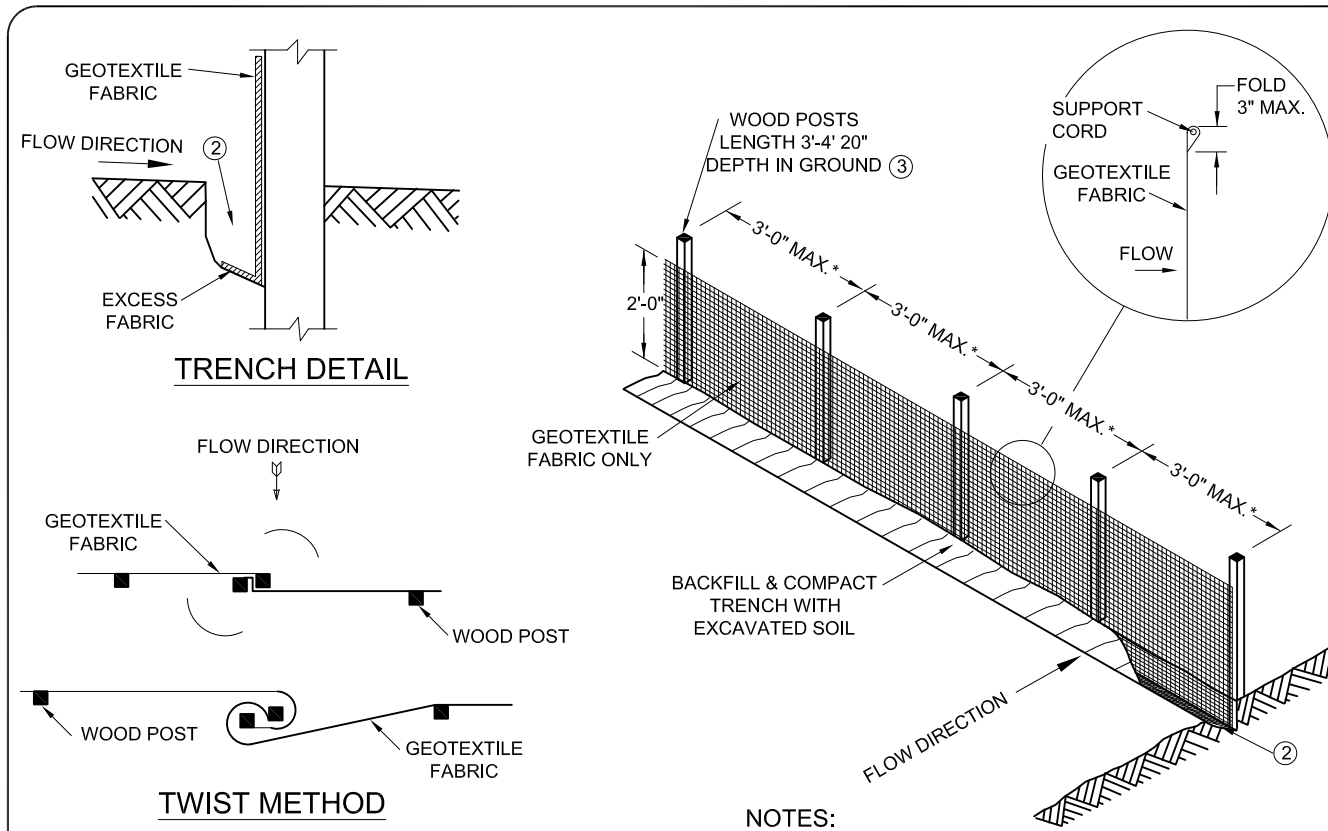
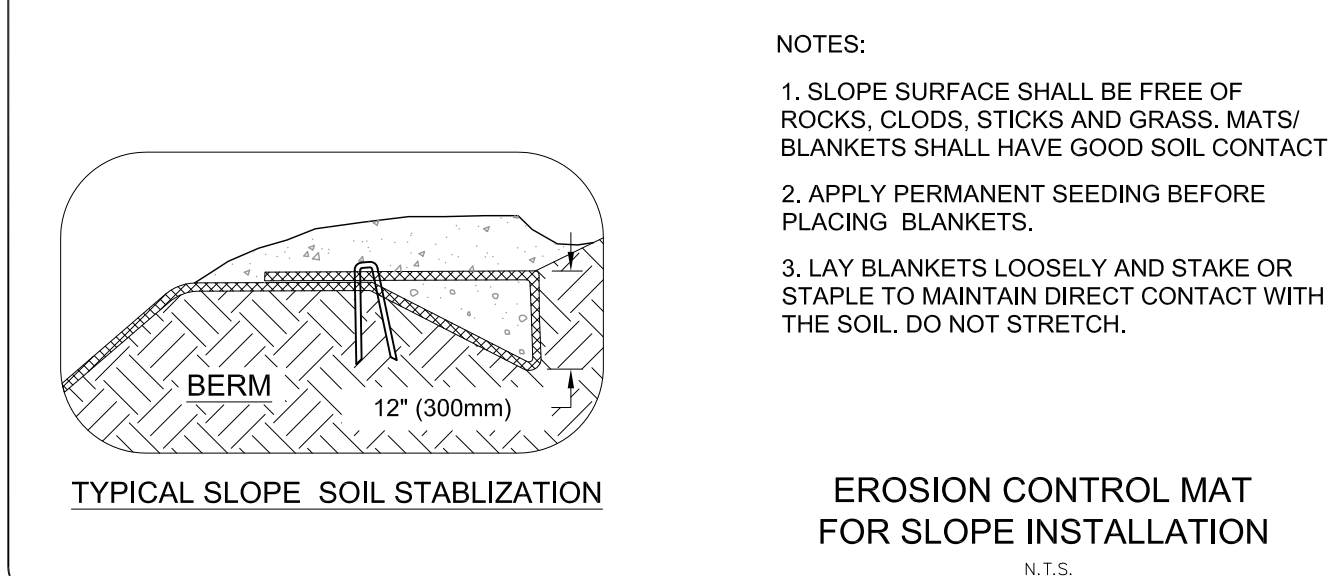
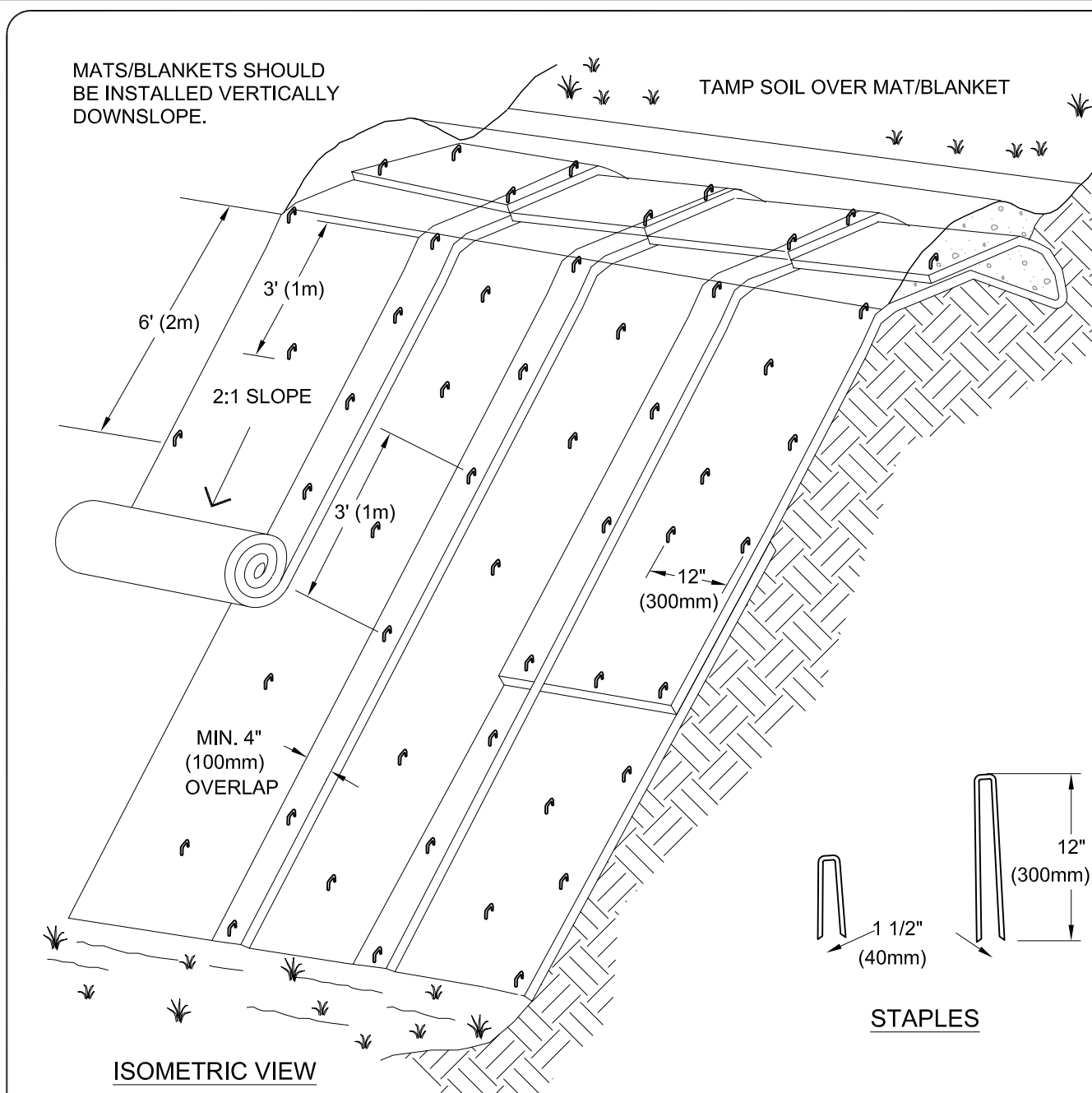
THE WEEKLY INSPECTION REPORT SHALL INCLUDE THE FOLLOWING MINIMUM INFORMATION:

- NAME OF INDIVIDUAL PERFORMING INSPECTION;
- DATE, TIME, AND PLACE OF INSPECTION;
- A DESCRIPTION OF THE CONSTRUCTION PHASE;
- A DESCRIPTION OF EROSION AND SEDIMENT CONTROL INSTALLATIONS;
- A DESCRIPTION OF EROSION AND SEDIMENT CONTROL MAINTENANCE ACTIVITIES;
- AND AN ASSESSMENT OF EROSION AND SEDIMENT CONTROL CONDITIONS.

THE CONTRACTOR SHALL PROMPTLY FURNISH THE ORIGINAL WEEKLY INSPECTION REPORTS TO THE OWNER, OWNER'S REPRESENTATIVE, OR WISCONSIN DEPARTMENT OF NATURAL RESOURCES WHEN REQUESTED. THE CONTRACTOR SHALL KEEP A COPY OF THE APPROVED EROSION & SEDIMENT CONTROL PLAN, PERMITS, AND WEEKLY INSPECTION REPORTS ON-SITE AT ALL TIMES.

WEEKLY INSPECTIONS AND RAIN EVENT REPORTS SHOULD BE SENT TO "ErosionControl@greenbay.gov"

ALL WASTE FROM THE CONSTRUCTION SITE SHALL BE PROPERLY DISPOSED OF AND NOT BE ALLOWED TO ENTER THE STORM SEWER SYSTEM, DRAINAGE SYSTEM, OR OTHER ENVIRONMENTALLY SENSITIVE AREAS LOCATED WITHIN THE CONSTRUCTION SITE, INCLUDING GARNERS CREEK.



DESIGNED BY  
DUM

DATA FILE  
R-18823.txt

DATE  
05-31-24

Number	Date	Comments

**vierbicher**  
planners | engineers | advisors

**RIVER NORTH RIDGE**  
**NOTES & DETAILS**

PROJECT NO.  
R-18823

SHEET NO.  
**C7.0**

DRAWING NO.  
**S-3889**

File: R-18823Eng\_MPTS\_0519\_04.dwg

# Site Survey

Part of Lot 3 of Volume 17, Certified Survey Maps, Page 390, Map Number 5354, Document Number 611338, Waupaca County Records; being located in the Southeast 1/4 of the Southeast 1/4, Section 28, T22N-R12E, City of Waupaca, Waupaca County, Wisconsin, more fully described as follows:

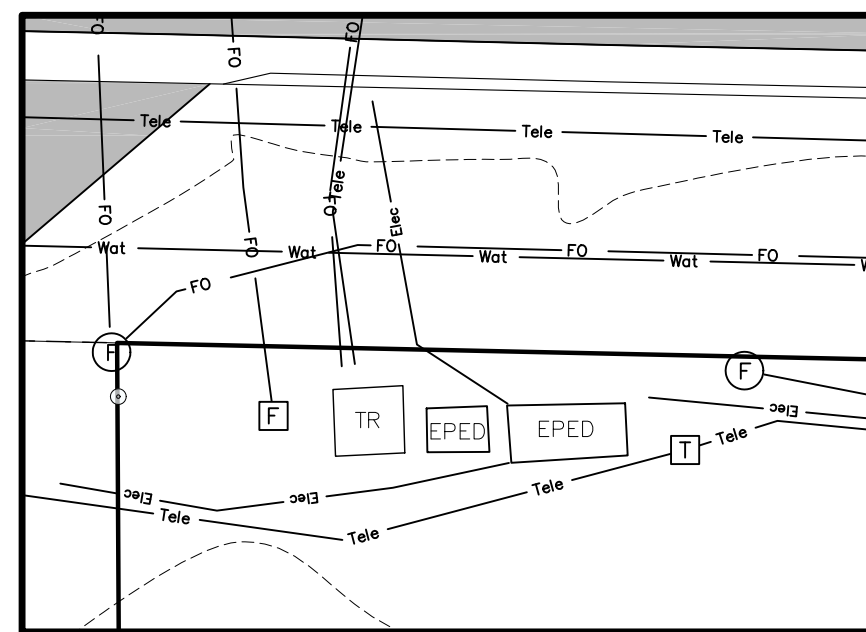
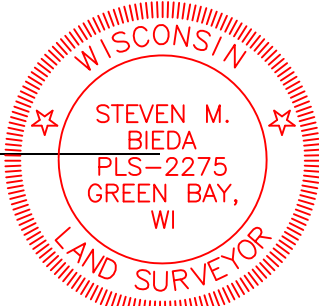
Commencing at the East 1/4 corner of said Section 28; thence S0°48'33"E, 1817.73 feet along the East line of the Southeast 1/4 of said Section to the Point of Beginning; thence continuing S0°48'33"E, 244.17 feet along said East line, also being the East line of Lot 3, Volume 17, Certified Survey Maps, Page 390, Map No. 5354, Document No. 611338, Waupaca County Records; thence N88°14'18"W, 949.53 feet along the South line of said Lot 3; thence N0°19'29"W, 612.54 feet along the East line of Lot 1, Volume 32, Certified Survey Maps, Page 97, Map No. 7841, Document No. 867406, Waupaca County Records, to the South Right-of-Way of Godfrey Drive; thence S88°45'13"E, 889.77 feet along said South Right-of-Way to the Northwest corner of Lot 1, Volume 31, Certified Survey Maps, Page 43, Map No. 7662, Document No. 843161, Waupaca County Records; thence S0°42'53"E, 379.19 feet along the West line of Lot 1, said Map 7662, to the Southwest corner of Lot 1, said Map 7662; thence N89°02'02"E, 54.82 feet along the South line of Lot 1, said Map 7662, to the Point of Beginning.

Parcel contains 563,057 square feet / 12.93 acres, more or less.  
Parcel subject to easements and restrictions of record.

### SURVEYOR'S CERTIFICATE

I, Steven M. Bieda, Professional Land Surveyor, PLS-2275, do hereby certify that the above described property was surveyed and mapped in accordance with AE-7 of the Wisconsin Administrative Code and is correct to the best of my knowledge and belief.

Steven M. Bieda  
PLS-2275  
April 2, 2024  
Revised 4/9/24



**DETAIL**  
scale: 1"=10'

### Survey Legend

- ⊙ 3/4" iron rod found
- ⊙ T-post found
- ⊙ aluminum disk in concrete found
- ⊙ County monument - type noted
- ⊙ recorded as bearing / distance
- ⊙ benchmark

### Symbol Legend

- ▭ curb inlet
- ⊙ storm sewer manhole
- ⊙ sanitary sewer manhole
- ⊙ water manhole
- ⊙ hydrant
- ⊙ water valve
- ⊙ telephone pedestal
- ⊙ electrical transformer
- ⊙ electrical pedestal
- ⊙ fiber optic pedestal
- ⊙ fiber optic manhole
- ⊙ light pole
- ⊙ corrugated metal culvert pipe -size noted
- ⊙ reinforced concrete pipe -size noted

### Hatch Legend

- ▨ blacktop
- ▨ wetland area
- ▨ rip-rap

### Linework Legend

- watermain
- storm sewer line
- underground electric line
- sanitary sewer line
- underground fiber optic line
- underground gas line
- overhead wires
- underground telephone line
- concrete curb & gutter line
- fence line
- 825 major contour line
- 824 minor contour line

### Benchmark Note

- ⊙ Benchmark #1 Elev. 836.90
- ⊙ Open Arrow of fire hydrant located at South Right-of-way of Godfrey Drive

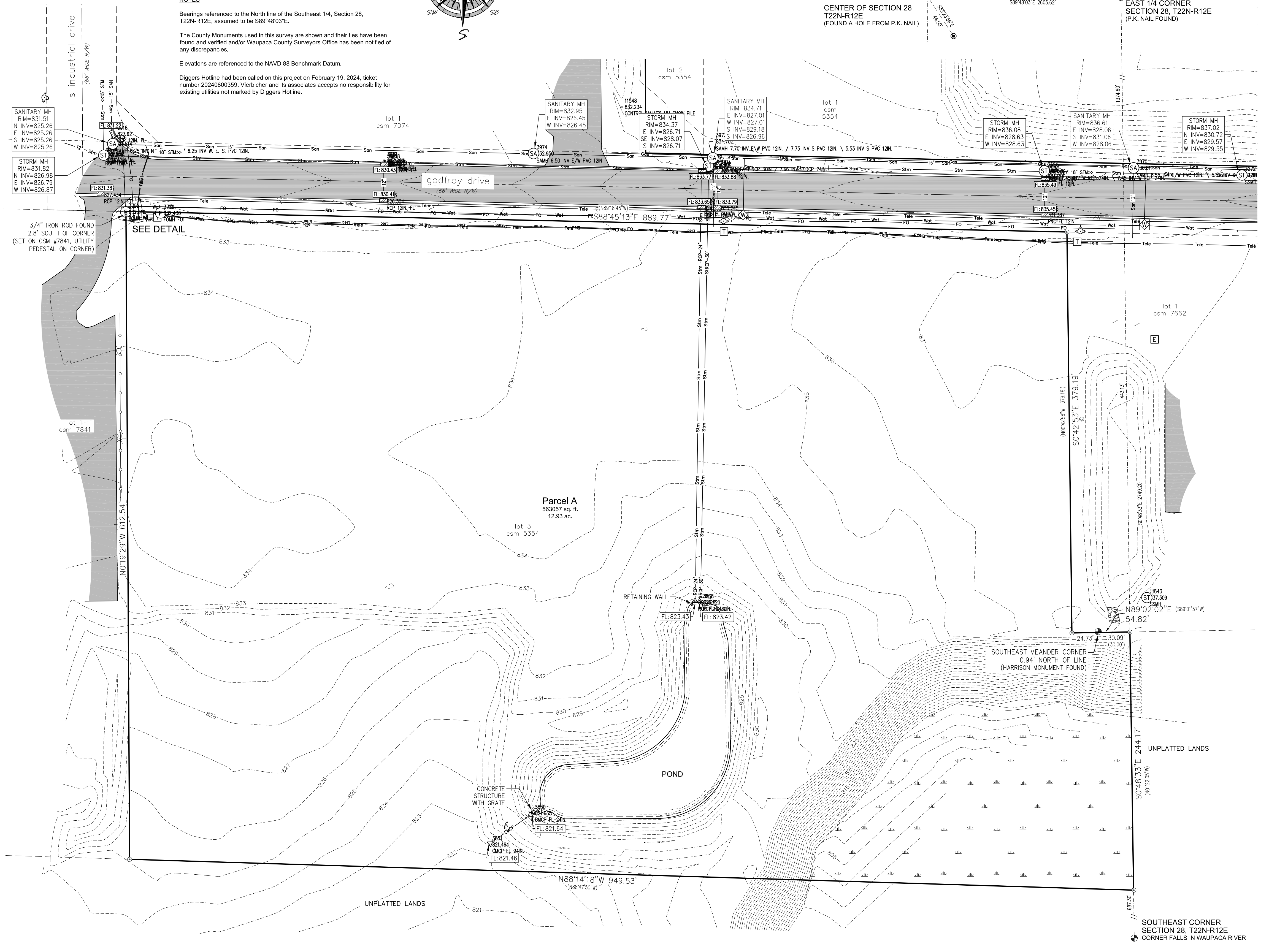
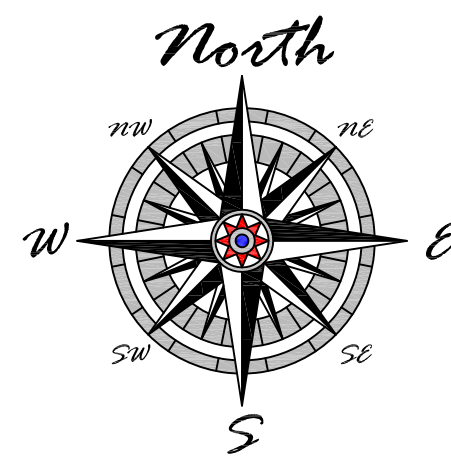
### NOTES

Bearings referenced to the North line of the Southeast 1/4, Section 28, T22N-R12E, assumed to be S89°48'03"E.

The County Monuments used in this survey are shown and their ties have been found and verified and/or Waupaca County Surveyors Office has been notified of any discrepancies.

Elevations are referenced to the NAVD 88 Benchmark Datum.

Diggers Hotline had been called on this project on February 19, 2024, ticket number 20240800359. Vierbicher and its associates accepts no responsibility for existing utilities not marked by Diggers Hotline.

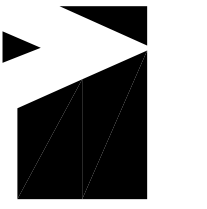


SCALE  
1"=50'

DRAWN BY  
BAB

### Site Survey

Land in the Southeast 1/4 of the Southeast 1/4, Section 28, T22N-R12E, City of Waupaca, Waupaca County, Wisconsin.



**vierbicher**  
planners | engineers | advisors

400 Security Blvd Ste 1, Green Bay, WI, (920) 434-9670

CLIENT  
**Tycore Built**

PROJECT NO.  
R-18823  
SHEET NO.  
1 of 1  
DRAWING NO.  
S-3855

TAX PARCEL NO. 34-28-44-5

Date: File: R-18823.dwg

Filework Completed: 2/28/2024



**CITY OF WAUPACA  
WATER AND SEWER UTILITY BOARD**

**REGULAR MEETING  
COUNCIL CHAMBERS, CITY HALL**

**TUESDAY JULY 2, 2024  
1:00 P.M.**

**1. CALL TO ORDER AND ROLL CALL**

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**Present:** Justin Berrens, Director of Public Works and Chairperson (ex-officio), Ald. Scott Purchatzke, Ald. Paul Hagen, Stephanie Reif, Finance Director, Rob Crowley, Citizen Member and Miles Wenberg, Youth Representative – (ex-officio)

**Absent:** Ald. Dave Peterson

**Others Present:** Jesse Landre, WWTP

**2. APPROVAL OF AGENDA**

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**MOVED** by Ald. Hagen **SECONDED** by Ald. Purchatzke to **APPROVE** the Agenda as presented. 4 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

**3. APPROVAL OF MINUTES FROM JUNE 4, 2024**

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**MOVED** by Ald. Purchatzke **SECONDED** by Mr. Crowley to **APPROVE** the Minutes from the June 4, 2024 Meeting. 4 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

**4. DIRECTOR OF PUBLIC WORKS REPORTS – DISCUSSION ONLY NO ACTION NEEDED**

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- a. Airport Sewer Extension Update
- b. Captive Pay Policy

**5. PROFESSIONAL SERVICES FOR BOWLBY LIFT STATION PRELIMINARY STUDY**

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**MOVED** by Ald. Purchatzke, **SECONDED** by Ald. Hagen, to **APPROVE** entering into an agreement with McMahon to evaluate the Bowlby Lift Station, for an amount not to exceed \$12,985.00. Funding from the Sewer Revenue Bonds. **ON A CALL OF THE ROLL** Ald. Scott Purchatzke, Ald. Paul Hagen, Stephanie Reif and Robert Crowley voted aye, 0 nays, 1 absent. **MOTION CARRIED ON A ROLL CALL VOTE.**

**5B. SEWER SERVICE AREA MAP ADJUSTMENT – RECOMMENDATION TO COUNCIL**

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**MOVED** by Ald. Hagen **SECONDED** by Ald. Purchatzke to **APPROVE AND RECOMMEND TO COUNCIL** adjusting the Sewer Service Area Map as presented. 4 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

**5C. MOUNT TOM SCADA DIALER EQUIPMENT PURCHASE**

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**MOVED** by Ald. Hagen, **SECONDED** by Ald. Purchatzke, to **APPROVE** the purchase of SCADA System from B&M Technical Service Inc, for an amount not to exceed \$18,174.00. **ON A CALL OF THE ROLL** Ald. Scott Purchatzke, Ald. Paul Hagen, Stephanie Reif and Robert Crowley voted aye, 0 nays, 1 absent. **MOTION CARRIED ON A ROLL CALL VOTE.**

**5D. AGREEMENT WITH HYDRO-CORP FOR CROSS CONNECTION CONTROL SERVICES**

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**MOVED** by Ald. Purchatzke **SECONDED** by Ald. Hagen to **APPROVE** entering into an agreement with Hydro-Corp to conduct cross connection control, for a two year agreement, not to exceed \$35,640.00. **ON A CALL OF THE ROLL** Ald. Scott Purchatzke, Ald. Paul Hagen, Stephanie Reif and Robert Crowley voted aye, 0 nays, 1 absent. **MOTION CARRIED ON A ROLL CALL VOTE.**

**6. ADJOURNMENT**

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**MOVED** by Ald. Hagen, **SECONDED** by Ald. Purchatzke, to **ADJOURN** the July 2, 2024 Regular Water and Sewer Utility Board Meeting. 4 ayes, 0 nays, 1 absent. **MOTION CARRIED** on a voice vote.

Meeting adjourned at 2:09 p.m.

Justin Berrens, Director of Public Works and Chairperson

bn

Audio of all Water & Sewer Utility Board meetings can be found on the City of Waupaca website: [www.cityofwaupaca.org](http://www.cityofwaupaca.org)

TO: Environmental Management Committee  
FROM: Craig Moser, Deputy Director | Joe Stephenson, Senior Planner  
DATE: September 9, 2024  
RE: 2025 Water Quality Management Planning Work Program & Budget

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Included in the meeting materials is the 2025 Water Quality Management Planning Work Program & Budget developed for the ECWRPC. The DNR will likely be contributing a total of \$63,000 towards the program budget, which consists of \$52,000 of federal funds and \$11,000 of state funds. This includes an additional \$25,000 in one-time funding available the Bipartisan Infrastructure Law (BIL) focused on climate resiliency and environmental justice efforts. The fees received by the Commission are estimated to be \$11,000, consistent with 2024. The Commission will continue to match funds for the WQM Planning Program at the same level to ensure funding is available to support the program when the one-time BIL funding expires.

Major components of the 2025 work program include the completion of plan updates for the Sherwood Sewer Service Area and the Oshkosh Sewer Service Area. The Sherwood SSA plan update was delayed from 2024 due to staffing transitions at the Village of Sherwood and East Central.

In 2025, staff plans to continue conducting Section 208 water quality conformance reviews and SSA Plan amendments, as necessary. The additional federal funding through the Bipartisan Infrastructure Law (BIL) of \$25,000 has an emphasis on climate resiliency and environmental justice efforts.

**Staff Recommendation:** Staff recommends the approval of the 2025 Water Quality Management Planning Work Program & Budget.

**Table 6: Water Quality Management Planning (WQMP) Program Budget**

1200 Work Program Elements		Budget	WDNR Funding		Other Funding		Commission	
		Dollars	Dollars	%	Dollars	%	Dollars	%
<b>1200</b>	<b>WQMP Program Administration &amp; Implementation</b>	<b>\$149,000.00</b>	<b>\$63,000.00</b>	<b>42%</b>	<b>\$11,000.00</b>	<b>7%</b>	<b>\$75,000.00</b>	<b>50%</b>
1205	Environmental Management Committee Administration	\$6,950.00	\$3,200.00	46%	\$0.00	0%	\$3,750.00	54%
1231	WQMP Program Administration	\$141,050.00	\$59,800.00	42%	\$11,000.00	8%	\$71,250.00	51%
<b>1200</b>	<b>Total Water Quality Management Planning (WQMP) Work Program (1200)</b>	<b>\$149,000.00</b>	<b>\$63,000.00</b>	<b>31%</b>	<b>\$11,000.00</b>	<b>9%</b>	<b>\$75,000.00</b>	<b>60%</b>

*\*Note: WDNR funding consists of \$52,000 federal (\$25,000 one-time EJ funding) and \$11,000 state funds. Other funding of \$11,000 is 208 conformance review fee revenue.*

**1200 MAJOR WORK PROGRAM ELEMENT: WATER QUALITY MANAGEMENT PLANNING PROGRAM ADMINISTRATION**

**Program Objective:** To administer the Water Quality Management (WQM) Planning Program according to the contractual agreement with the Wisconsin Department of Natural Resources (WDNR), per the Wisconsin State Statutes. To update and implement SSA Plans, to conduct sewer extension and facility plan reviews to comply with the WQM Program, and to educate communities on the procedures and policies.

<b>1200 Work Program Cost Summary</b>			
<b>WDNR</b>	<b>Other Funding</b>	<b>ECWRPC</b>	<b>ELEMENT TOTAL</b>
<b>\$63,000.00</b>	<b>\$11,000.00</b>	<b>\$75,000.00</b>	<b>\$149,000.00</b>
<b>42%</b>	<b>7%</b>	<b>50%</b>	<b>100%</b>

<b>1200 - Staff Allocations in Hours</b>				
<b>Executive Director/ Assistant Director</b>	<b>Planning Staff</b>	<b>GIS Staff</b>	<b>Administrative Staff</b>	<b>Total Hours</b>
112	1595	178	30	1468

**FY 2024 Major Accomplishments**

- Onboarded new WQM planning staff
- Hosted quarterly Environmental Management Committee (EMC) Meetings
- Met with DNR to review the progress on the 2024 Work Program and review the 2025 Work Program
- Conducted Section 208 Water Quality Conformance Reviews and Sewer Service Area Plan Amendments
- Completed the Draft Stockbridge SSA Plan and submitted to WDNR for review

<b>1200 Work Program – FY 2025 Schedule of Activities &amp; Work Products</b>	
<b>Description</b>	<b>Timeline</b>
1. Environmental Management Committee Meetings	Quarterly/As-Needed
2. Coordinate with the WDNR on program deliverables and provide Quarterly Reports and Invoicing	Quarterly
3. Conduct 208 water quality conformance reviews for sanitary sewer extensions, private laterals, NR-110 Wastewater Facilities Plans, lift stations, and interceptor sewers on an as-needed basis	Ongoing

**1205 WORK PROGRAM ELEMENT: ENVIRONMENTAL MANAGEMENT COMMITTEE  
ADMINISTRATION**

**Program Objective:** To support the Commission's designated Standing Committee. Staff will support activities for the quarterly meetings of the Commission's Environmental Management Committee.

1205 Work Program Cost Summary			
WDNR	Other Funding	ECWRPC	ELEMENT TOTAL
<b>\$3,200.00</b>	<b>\$0.00</b>	<b>\$3,750.00</b>	<b>\$6,950.00</b>
<b>46%</b>	<b>0%</b>	<b>54%</b>	<b>100%</b>

1205 - Staff Allocations in Hours				
Executive Director/ Assistant Director	Planning Staff	GIS Staff	Administrative Staff	Total Hours
32	32	0	0	64

**FY 2023 Major Accomplishments**

- Hosted quarterly Environmental Management Committee (EMC) Meetings
- Prepared meeting materials and provided staff recommendations to the EMC

1205 Work Program – FY 2025 Schedule of Activities & Work Products	
Description	Timeline
1. Prepare EMC agenda and meeting materials	Quarterly/As-Needed
2. Schedule and host EMC meetings	Quarterly/As-Needed
3. Process documentation following the meeting to submit materials to the DNR	Ongoing

**1231 WORK PROGRAM ELEMENT: WQM PROGRAM ADMINISTRATION**

**Program Objective:** Coordinate with the WDNR for all administration tasks under the 2025 signed contract. Collaborate with the WDNR and other State and Local Agencies to re-structure, promote, and implement the Sewer Service Area (SSA) Policies and Procedures. Conduct Section 208 Water Quality Conformance reviews for sanitary sewer extensions, private laterals, NR-110 based wastewater facility plans, etc.

Follow guidelines outlined in the Wisconsin Statutes Chapter NR 121: Areawide Water Quality Management Plans to update and adopt Sewer Service Area Plans for the Fox River Designated 208 Water Quality Management Area and select communities throughout the 7-county region.

1231 Work Program Cost Summary			
WDNR	Other Funding	ECWRPC	ELEMENT TOTAL
<b>\$34,800.00</b>	<b>\$11,000.00</b>	<b>\$71,250.00</b>	<b>\$117,050.00</b>
<b>30%</b>	<b>9%</b>	<b>61%</b>	<b>100%</b>

1231 - Staff Allocations in Hours				
Executive Director/ Assistant Director	Planning Staff	GIS Staff	Administrative Staff	Total Hours
32	1164	178	30	1404

**FY 2024 Major Accomplishments**

- Met with DNR to review the progress on the 2024 Work Program and review the 2025 Work Program
- Conducted 34 Section 208 Water Quality Conformance Reviews
- Conducted 3 Facility Plan Reviews
- Conducted 1 SSA Amendments
- Completed the draft Stockbridge SSA Plan
- Continued to build relationships between ECWRPC staff, WDNR staff, local County and Municipal staff, and engineering partners in the private sector

## 1231 Work Program – FY 2025 Schedule of Activities & Work Products

Description	Timeline
1. Coordinate with WDNR to update and approve policy and procedural changes to ECWRPC's Water Quality Management Program	March - June
2. Incorporate Climate Resilience and Environmental Justice priorities into standard WQM work elements utilizing additional DNR funding	January - December
3. Provide Quarterly Reports and Invoicing to the DNR	Quarterly
5. Submit all required program documents and deliverables to DNR	Ongoing
6. Engage with other SSA Program Managers in WI to learn best practices	Ongoing
7. Build and strengthen relationships between the new staff at ECWRPC, DNR, and the communities	Ongoing
8. Coordinate with DNR for a mid-year 2025 Work Program performance review, contract amendment, and review of the 2026 Work Program	September-December
9. Conduct Section 208 water quality conformance reviews for sanitary sewer extensions, private laterals, NR-110 Wastewater Facilities Plans, lift stations, and interceptor sewers on an as-needed basis	Ongoing
10. Implement SSA Planning by conducting SSA Amendment reviews on an as-needed basis	Ongoing
11. Educational outreach to the region's community members and consultants to provide a general understanding of the Water Quality Management policies and procedures	June - December
12. Continuing education opportunities for East Central Staff i.e. webinars, workshops	Ongoing
13. Maintain and update ECW's online interactive SSA mapping, GIS HUB, and graphic pamphlet resources on the website	Ongoing
14. Complete the draft Sherwood 2045 SSA Plan update	June
15. Complete the draft Oshkosh SSA Plan update	December



**TO:** Environmental Management Committee  
**FROM:** Craig Moser, Deputy Director | Scott Konkle, Senior Planner  
**DATE:** September 11, 2024  
**RE:** 2024 NR-135 Non-Metallic Mining Reclamation Work Program & Budget

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Included in the meeting materials is the 2025 Environmental Management Committee Work Program and Budget for the Commission. The NR-135 Non-Metallic Mining Reclamation portion of the work program is identified by the number 1600.

In 2025, staff will continue to track quarterly budget items, review new mine site applications/plan modifications, conduct site inspections, certify reclaimed acreage, and update financial assurance documents. Annual operator reporting activities and collection of associated fees will be conducted. Annual WDNR reporting will be submitted along with the WDNR portion of fees collected. GIS data creation and mapping will continue as part of program administration along with the continuation of the drone program. Operator assistance with permitting issues is on-going.

Staff Recommendation: Staff recommends approval of the 2025 NR-135 Non-Metallic Mining Reclamation Work Program and Budget.



# 1600 NR-135 RECLAMATION PROGRAM

**Table 26: NR-135 Non-Metallic Mining Reclamation Program Budget**

<b>1600 Work Program Elements</b>		<b>Budget</b>	<b>Local Funding</b>		<b>Other Funding</b>		<b>Commission</b>	
			<b>Dollars</b>	<b>%</b>	<b>Dollars</b>	<b>%</b>	<b>Dollars</b>	<b>%</b>
<b>1600</b>	<b>NR 135 Reclamation Program</b>	<b>\$ 167,210</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 167,210</b>	<b>100.0%</b>	<b>\$ -</b>	<b>0.0%</b>
1621	NR 135 Reclamation Program	\$ 167,210			\$ 167,210		\$ -	
	<b>Total NR 135 Work Program (1600)</b>	<b>\$ 167,210</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 167,210</b>	<b>100.0%</b>	<b>\$ -</b>	<b>0.0%</b>

## 1600 NR-135 RECLAMATION PROGRAM

### 1621 MAJOR WORK PROGRAM ELEMENT: NR-135 RECLAMATION PROGRAM

**Objective:** The NR-135 Program was initiated in 2001 on a statewide basis to ensure that all non-metallic mines are reclaimed in compliance with uniform reclamation standards. Reclamation prevents abandoned mine sites posing threats to safety and the environment.

1621 Work Program Cost Summary			
Local Funding	Other Funding	ECWRPC	ELEMENT TOTAL
<b>\$0.00</b>	<b>\$167,210</b>	<b>\$0.00</b>	<b>\$167,210</b>
<b>0.0%</b>	<b>100.0%</b>	<b>0.0%</b>	<b>100.0%</b>

1621 - Staff Allocations in Hours				
Executive Director/ Assistant Director	Planning Staff	GIS Staff	Administrative Staff	Total Hours
32	1409	63	0	1504

### FY 2024 Major Accomplishments

- Issued 4 Certificates of Completion (COC) and certified 34 acres as reclaimed;
- Inspected 100% of permitted sites and exempt sites and completed 36 drone flights.

1600 Work Program – FY 2025 Schedule of Activities & Work Products	
Description	Timeline
1.1 Update Counties quarterly on program and budget.	Ongoing
1.2 Review and approve new mine site applications and plan modifications.	Ongoing
1.3 Inspect mine sites and certify reclaimed acreage.	Ongoing
1.4 Approve and update financial assurance documents.	January – March
1.5 Submit annual operator annual reporting documentation.	December
1.6 Collect annual operator fees associated with their active acreage.	January – March
1.7 Complete annual WDNR reporting and submit annual WDNR fees.	May
1.8 Create GIS data and conduct drone flights over mine sites.	Ongoing
1.9 Provide operator assistance with permitting and zoning issues.	Ongoing