



VILLAGE OF CALEDONIA UTILITY DISTRICT MEETING AGENDA

Monday, June 19, 2023 – 5:30 p.m.

Caledonia Village Hall – 5043 Chester Lane

THIS WILL BE AN IN-PERSON MEETING

- 1. Meeting Called to Order**
- 2. Roll Call**
- 3. Action Items**
 - a. Resolution 2023-01 – Resolution Approving the 2022 Compliance Maintenance Annual Report for the Caledonia Utility District**
- 4. Adjournment**

**RESOLUTION NO. 2023-01
(6-19-2023)**

**RESOLUTION APPROVING THE 2022 COMPLIANCE MAINTENANCE ANNUAL
REPORT FOR THE CALEDONIA UTILITY DISTRICT**

The Commissioners of the Caledonia Utility District (“Commission”) do hereby resolve as follows:

WHEREAS, the Commission has had presented to it and has reviewed the 2022 Compliance Maintenance Annual Report for the Caledonia Utility District, which describes the physical conditions and the performance of the Utility District’s sewerage system during the prior calendar year, and which is required to be completed, approved, and filed by the rules and regulations of the Department of Natural Resources (“DNR”); and

WHEREAS, the Utility District’s systems and operations continue to comply with DNR requirements;

BE IT FURTHER RESOLVED; That as required by the written directive of the DNR, the Caledonia Utility District Commission hereby confirms that action responses were properly and timely made by the Caledonia Utility District with respect to the following Sanitary Sewer Overflows (“SSO”).

1. September 11, 2022 to September 12, 2022, 4 Mile Road / Hunt Club Road, due to heavy rain, manhole #34-22 was surcharged and overflowing diluted sewage into the Birch Creek.
2. September 11, 2022 to September 12, 2022, 5104 Valley Trail, due to heavy rain, manhole #33-34 was surcharged and overflowing diluted sewage into the Birch Creek.
3. September 11, 2022 to September 12, 2022, 4222 North Main Street, due to heavy rain, bypass pumping was set up in the North Main Street Lift Station wetwell and pumped diluted sewage from the wetwell into a storm sewer, to avoid sewage backing up into residential home basements and a commercial business basement.
4. September 12, 2022, 3725 Riverbend Drive, due to heavy rain, bypass pumping was set up in the Riverbend Lift Station wetwell and pumped diluted sewage from the wetwell into the Root River, to avoid sewage backing up into residential home basements.

NOW, THEREFORE, BE IT RESOLVED that the Commission hereby approves of the 2022 Compliance Maintenance Annual Report for the Caledonia Utility District and directs that it be signed and filed with the Department of Natural Resources.

Adopted by the Caledonia Utility District of the Village of Caledonia, Racine County, Wisconsin, this ____ day of June, 2023.

CALEDONIA UTILITY DISTRICT

By: _____
Howard Stacey, President

Attest: _____
Robert Kaplan, Secretary

Compliance Maintenance Annual Report

Caledonia Utility District

Last Updated: Reporting For:
6/8/2023 2022

Financial Management

<p>1. Provider of Financial Information</p> <p>Name: <input style="width: 300px;" type="text" value="Caledonia Utility District"/></p> <p>Telephone: <input style="width: 150px;" type="text" value="262-835-6416"/> (XXX) XXX-XXXX</p> <p>E-Mail Address (optional): <input style="width: 300px;" type="text" value="Abunkelman@caledonia-wi.gov"/></p>													
<p>2. Treatment Works Operating Revenues</p> <p>2.1 Are User Charges or other revenues sufficient to cover O&M expenses for your wastewater treatment plant AND/OR collection system ?</p> <p>● Yes (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ No (40 points)</p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>2.2 When was the User Charge System or other revenue source(s) last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2022"/></p> <p>● 0-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A (private facility)</p> <p>2.3 Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?</p> <p>● Yes (0 points)</p> <p>○ No (40 points)</p>	0												
<p>REPLACEMENT FUNDS [PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 3]</p>													
<p>3. Equipment Replacement Funds</p> <p>3.1 When was the Equipment Replacement Fund last reviewed and/or revised?</p> <p>Year: <input style="width: 100px;" type="text" value="2022"/></p> <p>● 1-2 years ago (0 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ 3 or more years ago (20 points) <input type="checkbox"/><input type="checkbox"/></p> <p>○ N/A</p> <p>If N/A, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>3.2 Equipment Replacement Fund Activity</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3.2.1 Ending Balance Reported on Last Year's CMAR</td> <td style="width: 5%; text-align: center;">\$</td> <td style="width: 35%; text-align: right;"><input style="width: 150px;" type="text" value="586,530.04"/></td> </tr> <tr> <td>3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="0.00"/></td> </tr> <tr> <td>3.2.3 Adjusted January 1st Beginning Balance</td> <td style="text-align: center;">\$</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="586,530.04"/></td> </tr> <tr> <td>3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)</td> <td style="text-align: center;">+</td> <td style="text-align: right;"><input style="width: 150px;" type="text" value="9,407.35"/></td> </tr> </table>	3.2.1 Ending Balance Reported on Last Year's CMAR	\$	<input style="width: 150px;" type="text" value="586,530.04"/>	3.2.2 Adjustments - if necessary (e.g. earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	<input style="width: 150px;" type="text" value="0.00"/>	3.2.3 Adjusted January 1st Beginning Balance	\$	<input style="width: 150px;" type="text" value="586,530.04"/>	3.2.4 Additions to Fund (e.g. portion of User Fee, earned interest, etc.)	+	<input style="width: 150px;" type="text" value="9,407.35"/>	
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Compliance Maintenance Annual Report

Caledonia Utility District

Last Updated: Reporting For:
6/8/2023 2022

3.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 3.2.6.1 below*)

- \$ 0.00

3.2.6 Ending Balance as of December 31st for CMAR Reporting Year

\$ 595,937.39

All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.

3.2.6.1 Indicate adjustments, equipment purchases, and/or major repairs from 3.2.5 above.

3.3 What amount should be in your Replacement Fund? \$ 411,685.00

0

Please note: If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the SectionInstructions link under Info header in the left-side menu.

3.3.1 Is the December 31 Ending Balance in your Replacement Fund above, (#3.2.6) equal to, or greater than the amount that should be in it (#3.3)?

● Yes

○ No

If No, please explain.

4. Future Planning

4.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating, or new construction of your treatment facility or collection system?

● Yes - If Yes, please provide major project information, if not already listed below. □ □

○ No

Project #	Project Description	Estimated Cost	Approximate Construction Year
1	Central Lift Station Attenuation Basin	\$22,600,000	2023

5. Financial Management General Comments

ENERGY EFFICIENCY AND USE

6. Collection System

6.1 Energy Usage

6.1.1 Enter the monthly energy usage from the different energy sources:

COLLECTION SYSTEM PUMPAGE: Total Power Consumed

Number of Municipally Owned Pump/Lift Stations: 17

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6/8/2023 **2022**

	Electricity Consumed (kWh)	Natural Gas Consumed (therms)
January	78,570	801
February	69,219	752
March	75,063	533
April	85,201	311
May	71,893	123
June	81,326	49
July	40,958	62
August	47,214	76
September	50,462	63
October	55,133	99
November	74,744	311
December	70,890	809
Total	800,673	3,989
Average	66,723	332

6.1.2 Comments:

6.2 Energy Related Processes and Equipment

6.2.1 Indicate equipment and practices utilized at your pump/lift stations (Check all that apply):

- ☒ Comminution or Screening
- ☒ Extended Shaft Pumps
- ☒ Flow Metering and Recording
- ☒ Pneumatic Pumping
- ☒ SCADA System
- ☒ Self-Priming Pumps
- ☒ Submersible Pumps
- ☒ Variable Speed Drives

☐ Other:

6.2.2 Comments:

6.3 Has an Energy Study been performed for your pump/lift stations?

- ☒ No
- ☐ Yes

Year:

By Whom:

Describe and Comment:

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Last Updated: 6/8/2023

Reporting For: 2022

6.4 Future Energy Related Equipment	
6.4.1 What energy efficient equipment or practices do you have planned for the future for your pump/lift stations?	
as part of our system upgrades, all new equipment is VFD's (when possible) and energy efficient.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Sanitary Sewer Collection Systems

1. Capacity, Management, Operation, and Maintenance (CMOM) Program

1.1 Do you have a CMOM program that is being implemented?

☒ Yes

☐ No

If No, explain:

1.2 Do you have a CMOM program that contains all the applicable components and items according to Wisc. Adm Code NR 210.23 (4)?

☒ Yes

☐ No (30 points)

☐ N/A

If No or N/A, explain:

1.3 Does your CMOM program contain the following components and items? (check the components and items that apply)

☒ Goals [NR 210.23 (4)(a)]

Describe the major goals you had for your collection system last year:

I & I reduction, basement backups reductions, SSO reductions, additional sewer repairs and ongoing system rehabilitation. Started construction of a 3 million gallon storage tank expansion for wet weather flows. Planning and designing an additional storage basin to add an additional 3.6 million gallons of storage for wet weather flows.

Did you accomplish them?

☒ Yes

☐ No

If No, explain:

☐ Organization [NR 210.23 (4) (b)] ☐ ☐

Does this chapter of your CMOM include:

☒ Organizational structure and positions (eg. organizational chart and position descriptions)

☒ Internal and external lines of communication responsibilities

☒ Person(s) responsible for reporting overflow events to the department and the public

☐ Legal Authority [NR 210.23 (4) (c)]

What is the legally binding document that regulates the use of your sewer system?

Title 9 Chapter 4 Village Ordinance

If you have a Sewer Use Ordinance or other similar document, when was it last reviewed and revised? (MM/DD/YYYY) 2022-08-15

Does your sewer use ordinance or other legally binding document address the following:

☒ Private property inflow and infiltration

☒ New sewer and building sewer design, construction, installation, testing and inspection

☒ Rehabilitated sewer and lift station installation, testing and inspection

☒ Sewage flows satellite system and large private users are monitored and controlled, as necessary

☒ Fat, oil and grease control

☒ Enforcement procedures for sewer use non-compliance

☐ Operation and Maintenance [NR 210.23 (4) (d)]

Does your operation and maintenance program and equipment include the following:

☒ Equipment and replacement part inventories

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- ☒ Up-to-date sewer system map
 - ☒ A management system (computer database and/or file system) for collection system information for O&M activities, investigation and rehabilitation
 - ☒ A description of routine operation and maintenance activities (see question 2 below)
 - ☒ Capacity assessment program
 - ☒ Basement back assessment and correction
 - ☒ Regular O&M training
 - ☐ Design and Performance Provisions [NR 210.23 (4) (e)] ☐ ☐
- What standards and procedures are established for the design, construction, and inspection of the sewer collection system, including building sewers and interceptor sewers on private property?
- ☒ State Plumbing Code, DNR NR 110 Standards and/or local Municipal Code Requirements
 - ☒ Construction, Inspection, and Testing
 - ☒ Others:

Caledonia Utility District Sanitary Sewer & Watermain Specifications

- ☐ Overflow Emergency Response Plan [NR 210.23 (4) (f)] ☐ ☐
- Does your emergency response capability include:
- ☒ Responsible personnel communication procedures
 - ☒ Response order, timing and clean-up
 - ☒ Public notification protocols
 - ☒ Training
 - ☒ Emergency operation protocols and implementation procedures
- ☒ Annual Self-Auditing of your CMOM Program [NR 210.23 (5)] ☐ ☐
- ☐ Special Studies Last Year (check only those that apply):
- ☐ Infiltration/Inflow (I/I) Analysis
 - ☐ Sewer System Evaluation Survey (SSES)
 - ☐ Sewer Evaluation and Capacity Management Plan (SECAP)
 - ☒ Lift Station Evaluation Report
 - ☐ Others:

0

2. Operation and Maintenance

2.1 Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained.

Cleaning	18.2	% of system/year
Root removal	0	% of system/year
Flow monitoring	100	% of system/year
Smoke testing	0	% of system/year
Sewer line televising	0	% of system/year
Manhole inspections	18.9	% of system/year
Lift station O&M	156	# per L.S./year
Manhole rehabilitation	1.48	% of manholes rehabbed
Mainline rehabilitation	0.216	% of sewer lines rehabbed
Private sewer inspections		

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Private sewer I/I removal River or water crossings	<input style="width: 100%;" type="text" value="0"/> <input style="width: 100%;" type="text" value="0"/> <input style="width: 100%;" type="text" value="0.21"/>	% of system/year % of private services % of pipe crossings evaluated or maintained																														
Please include additional comments about your sanitary sewer collection system below: <div style="border: 1px solid black; padding: 5px; min-height: 20px;"> The Utility District works endlessly to reduce I & I and basement backups. </div>																																
3. Performance Indicators 3.1 Provide the following collection system and flow information for the past year.																																
32.26	Total actual amount of precipitation last year in inches																															
37.25	Annual average precipitation (for your location)																															
171.15	Miles of sanitary sewer																															
17	Number of lift stations																															
0	Number of lift station failures																															
0	Number of sewer pipe failures																															
37	Number of basement backup occurrences																															
40	Number of complaints																															
3.428	Average daily flow in MGD (if available)																															
6.199	Peak monthly flow in MGD (if available)																															
	Peak hourly flow in MGD (if available)																															
3.2 Performance ratios for the past year:																																
0.00	Lift station failures (failures/year)																															
0.00	Sewer pipe failures (pipe failures/sewer mile/yr)																															
0.02	Sanitary sewer overflows (number/sewer mile/yr)																															
0.22	Basement backups (number/sewer mile)																															
0.23	Complaints (number/sewer mile)																															
1.8	Peaking factor ratio (Peak Monthly:Annual Daily Avg)																															
0.0	Peaking factor ratio (Peak Hourly:Annual Daily Avg)																															
4. Overflows																																
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="5">LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **</th> </tr> <tr> <th></th> <th>Date</th> <th>Location</th> <th>Cause</th> <th>Estimated Volume</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">0</td> <td>9/11/2022 7:15:00 PM - 9/12/2022 6:00:00 AM</td> <td>333 4 1/2 mile road</td> <td>Rain, Flooding</td> <td style="text-align: right;">723,690</td> </tr> <tr> <td style="text-align: center;">1</td> <td>9/12/2022 12:25:00 AM - 9/12/2022 3:10:00 AM</td> <td>3725 Riverbend Drive</td> <td>Rain, Flooding</td> <td style="text-align: right;">247,500</td> </tr> <tr> <td style="text-align: center;">2</td> <td>9/11/2022 9:15:00 PM - 9/12/2022 1:20:00 AM</td> <td>4222 North Main Street</td> <td>Rain, Flooding</td> <td style="text-align: right;">85,250</td> </tr> <tr> <td style="text-align: center;">3</td> <td>9/11/2022 7:15:00 PM - 9/12/2022 6:00:00 AM</td> <td>5104 Valley Trail</td> <td>Rain, Flooding</td> <td style="text-align: right;">1,297,740</td> </tr> </tbody> </table>			LIST OF SANITARY SEWER (SSO) AND TREATMENT FACILITY (TFO) OVERFLOWS REPORTED **						Date	Location	Cause	Estimated Volume	0	9/11/2022 7:15:00 PM - 9/12/2022 6:00:00 AM	333 4 1/2 mile road	Rain, Flooding	723,690	1	9/12/2022 12:25:00 AM - 9/12/2022 3:10:00 AM	3725 Riverbend Drive	Rain, Flooding	247,500	2	9/11/2022 9:15:00 PM - 9/12/2022 1:20:00 AM	4222 North Main Street	Rain, Flooding	85,250	3	9/11/2022 7:15:00 PM - 9/12/2022 6:00:00 AM	5104 Valley Trail	Rain, Flooding	1,297,740
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** If there were any SSOs or TFOs that are not listed above, please contact the DNR and stop work on this section until corrected.																																

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<p>What actions were taken, or are underway, to reduce or eliminate SSO or TFO occurrences in the future?</p> <p>Near complete on construction of a 3 million gallon expansion of storage and designing a 3.6 million gallon storage tank for wet weather events.</p>	
<p>5. Infiltration / Inflow (I/I)</p> <p>5.1 Was infiltration/inflow (I/I) significant in your community last year?</p> <p>● Yes</p> <p>○ No</p> <p>If Yes, please describe:</p> <p>Through additional flow monitoring it was determined that specific areas experience a higher than normal amount of I&I. The Utility District is exploring ways to determine the exact locations of I&I.</p> <p>5.2 Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?</p> <p>● Yes</p> <p>○ No</p> <p>If Yes, please describe:</p> <p>Wet weather events has surcharged the system and created basement backups along with SSO's.</p> <p>5.3 Explain any infiltration/inflow (I/I) changes this year from previous years:</p> <p>2022 was a wetter year than 2021.</p> <p>5.4 What is being done to address infiltration/inflow in your collection system?</p> <p>Flow monitoring and Wet weather storage.</p>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

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Grading Summary

WPDES No: 0047341

SECTIONS	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial	A	4	1	4
Collection	A	4	3	12
TOTALS			4	16
GRADE POINT AVERAGE (GPA) = 4.00				

Notes:

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

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Resolution or Owner's Statement

Name of Governing

Body or Owner:

Caledonia Utility District

Date of Resolution or
Action Taken:

Resolution Number:

2023-1

Date of Submittal:

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F):

Financial Management: Grade = A

Collection Systems: Grade = A

(Regardless of grade, response required for Collection Systems if SSOs were reported)

The Caledonia Utility District is completing an additional 3 million gallons of wet weather storage for a total of 4.5 million gallons. In addition, the Utility is designing a 3.6 million gallon wet weather storage basin in the other sewershed.

ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS

(Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00)

G.P.A. = 4.00