



Calumet • Menominee • Outagamie • Shawano • Waupaca • Waushara • Winnebago

WY (13)

August 1, 2014

Mr. Ryan Raab, Natural Resources Program Specialist  
Budget Coordinator  
Bureau of Watershed Management  
Wisconsin Dept. of Natural Resources  
P.O. Box 7921  
Madison, WI 53707

APPROVED:

*J. Keally* 8/7/14

*[Signature]* 8/10/14

\$16,000

**RE: 2014 Work Program Contract Quarterly Report & Invoice (1<sup>st</sup> & 2<sup>nd</sup> Quarter)**

Dear Mr. Raab:

Pursuant to the 2014 contract for Water Quality Management planning, please find attached the quarterly progress report and invoice for the first and second quarter of 2014, (January-June). This invoice represents billing of the current contract in the amount of \$16,000.00. As requested, an electronic copy of this submission has been sent to [fran.keally@wisconsin.gov](mailto:fran.keally@wisconsin.gov).

The total amount for the six months' expenses under the work program is \$54,898.00.

Please find enclosed ECWRPC Invoice Number 0000855-IN dated June 30, 2014 in the amount of \$16,000. East Central, at this time, is requesting payment of the above referenced invoice. If you have any questions, please feel free to contact myself or Eric Fowle at (920) 751-4770.

Sincerely,

Joe Huffman  
Sewer Service Area Planner

Cc: Eric Fowle, ECWRPC  
Joe Huffman, ECWRPC  
Pam Scheibe-Johnson, ECWRPC  
Fran Keally, WDNR, (.pdf & SWIMS)  
Lisa Helmuth, WDNR, (via SWIMS)

**RECEIVED**

AUG 6 2014

WT/3 - WY/3 - OGL/3

# INVOICE



East Central Wisconsin  
Regional Planning Commission

**ECWRPC**

Calumet • Menominee • Outagamie • Shawano • Waupaca • Waushara • Winnebago

400 Ahnaip St. Suite 100 Menasha, WI 54952 (920) 751-4770

www.eastcentralrpc.org

FEIN# 39-1170145

INVOICE NUMBER : 0000855-IN

INVOICE DATE : 6/30/2014

SALES TAX CODE : NONTAX

RYAN RAAB  
WI. DEPT. OF NATURAL RESOURCES  
MONITORING & MGMT SECTION  
BUREAU OF WATERSHED MGMT-WY/3  
PO BOX 7921  
MADISON, WI 53707

CUSTOMER NUMBER : 1200WDN

CUSTOMER PO : 9DMA0000120

SHIP VIA :

TERMS : PAYABLE UPON RECEIPT

CODE	DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
PROJECT	PROJECT  Water Quality Management Planning Assist.  Services rendered January - June 2014	EA	1.00	16,000.00	16,000.00
Please reference invoice number with remittance.				Net Invoice:	16,000.00
				Freight:	0.00
				Sales Tax:	0.00
<b>INVOICE TOTAL</b>					<b>16,000.00</b>

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – JANUARY, 2014  
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

East Central staff continued to work on the Fond du Lac, Brillion and SSA Plan Updates as follows:

- o The 2030 Brillion Sewer Service Area document was edited to include Wisconsin Department of Natural Resources review comments from various entities within the Department. The 2030 Brillion Plan was being prepared for both the upcoming Community Facilities Committee and Quarterly Commission meetings for final adoption.
- o The Fond du Lac SSA existing land use data was further refined with respect to environmental features. Updated land use tables, (existing and future), were re-calculated based on new information within the Towns of Fond du Lac, Empire and Taycheedah. The Department of Administration has released their 2013 population estimates and 2040 forecasts for Wisconsin municipalities. These figures were used to update the Fond du Lac SSA population projections. The Outside Sewer Group continued to meet to determine a 50 year growth scenario for communities contributing wastewater to the Fond du Lac treatment plant. The current issues to-date involves securing agreements with the affected communities within the service area. ✓

East Central staff continued to work on other SSA issues as follows:

- o Staff facilitated the January 8, 2014 Community Facilities Committee meeting whereby approving Resolution 38-13 adopting the 2030 Brillion SSA update. Efforts began to finalize the mapping and document text for full-Commission approval and ultimate WDNR certification. ✓

Sewer Extension / Facilities Plan Reviews

The following number of projects were received, reviewed and commented on:

o Private Laterals: 0	o Public Interceptors: 0
o Private Interceptor: 1	o Preliminary/Final Subdivision Plats: 0
o Sewer Extensions: 2 ✓	o Facilities Plans: 0
o Lift Stations: 0	

Other

- o Staff reviewed preliminary results of the technical assistance project involving the Town of Winneconne, (Butte des Morts SSA), and the serviceability of future development around STH's 45/116 interchange. Absent a formal report, (yet to be finalized), indications are the Butte des Morts wastewater plant is incapable of receiving additional flows from new development and is reluctant to expand the treatment plant. A recommendation by staff is for the Town of Winneconne to amend their Comprehensive Land Use Plan to specifically address this as part of their development policy.

**Expenditures for January, 2014 totaled \$9,620.94**

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – FEBRUARY, 2014  
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

East Central staff continued to work on the Fond du Lac, Brillion and SSA Plan Updates as follows:

- o The 2030 Brillion Sewer Service Area document was edited went through final editing since being adopted by the full-Commission on January 31, 2014. This final draft will then be published and distributed to the Wisconsin Department of natural Resources for final certification. Some minor mapping edits were also performed. ✓
- o The Fond du Lac SSA plan continues to be in a holding pattern while the Fond du Lac Outside User Group deals with issues regarding additional sewer infrastructure, sizing of interceptor sewers, cost-sharing commitments among community users, growth area boundaries and technical aspects regarding changes to treatment plant operations. ✓

East Central staff continued to work on other SSA issues as follows:

- o Staff met with representatives from the Public Service Commission regarding regional water issues, more particularly, in the Heart of the Valley and Neenah-Menasha Sewer Service Areas. East Central agreed to provide base mapping of the communities in these service areas including SSA boundaries, municipal limits and a major water transmission line from the City of Appleton to the Village of Sherwood. ✓
- o Assistance offered to the Poygan/Poysippi Sanitary District in terms of clarifying the differences between their sanitary district boundary and the updated 2030 sewer service area boundary. A potential amendment to the updated plan was also discussed. ✓
- o Staff filled a sewer service area and planning area boundary data request for the Village of Harrison. Updated acreage calculations for the new village were also included in the data request. ✓

Sewer Extension / Facilities Plan Reviews

The following number of projects were received, reviewed and commented on:

o Private Laterals: 0	o Public Interceptors: 0
o Private Interceptor: 3	o Preliminary/Final Subdivision Plats: 0
o Sewer Extensions: 4	o Facilities Plans: 0
o Lift Stations: 0	

Other

- o Staff submitted the 2014 Water Quality Management and work program elements to the Department of natural Resources. Staff also submitted billing reports for the 3<sup>rd</sup> & 4<sup>th</sup> quarters pertaining to the 2013 Water Quality Management agreement.

**Expenditures for February, 2014 totaled \$9,324.71**

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – MARCH, 2014  
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

East Central staff continued to work on the sewer service area activities for the Fond du Lac and Brillion, Poygan, Oakfield and Eden updates as follows:

- o Staff provided and collaborated with the City of Fond du Lac GIS department regarding existing sewer service area data. This data included existing sewer service and planning area boundaries, sanitary district boundaries, updated municipal boundaries and environmental data. The Outside User Group meetings continue where development and growth area agreements were being developed for community leaders to sign. Technical aspects of this plan were still being addressed regarding compliance with pollutant limits and treatment plant improvements. ✓
- o Staff began assembling the necessary data sets for the Oakfield and Eden sewer service area plan updates. The environmentally sensitive areas for these plans were being evaluated and edited to reflect current conditions. Existing land use inventories were also scheduled for updates initially using 2013 NAIP photography and eventually a windshield inventory for questionable areas. ✓
- o The 2030 Poygan Sewer Service Area Plan document has been finalized for publication and distribution to affected communities in addition to posting on the Commission’s website. ✓

Reviews

The following projects were received, reviewed and commented on:

o Private Laterals: 0	o Public Interceptors: 0
o Private Interceptor: 4	o Preliminary/Final Subdivision Plats: 1
o Sewer Extensions: 4 ✓	o Facilities Plans: 0
o Lift Stations: 0	

Other

- o Staff continued discussions with the Town of Clayton to provide additional information regarding sewer interceptor capacity within interceptors owned by the Greenville Sanitary District. Treatment plant capacity allocations were reviewed regarding the Grand Chute-Menasha West wastewater treatment plant. An April, 2014 meeting was set to develop a specific study area to advance the municipal services planning. ✓
- o Staff met with the City of Waupaca regarding a potential amendment to the Waupaca/Chain ‘o’ Lakes Sewer Service Area. This amendment proposal includes a potential County development south of the Waupaca airport. ✓
- o Staff began to ramp up for the Manitowoc River Watershed project that proposes to deal with flooding issues within the watershed. This effort impacts the Brillion Sewer Service Area and their commitment to address flooding concerns. ✓
- o Staff submitted articles for the Community Facilities e-Newsletter.

**Expenditures for March, 2014 totaled \$8,047.01**

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – APRIL, 2014  
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

East Central staff continued to work on the 2030 SSA Fond du Lac, Oakfield and Eden Plan Updates as follows:

- o Staff developed the existing land use inventory for the Villages of Eden and Oakfield and portions of the Towns of Eden and Oakfield, (areas on the periphery of the villages and within each respective planning areas). These existing conditions were tabulated in tables for use in future update determinations. The updated environmentally sensitive areas were also incorporated into the existing land use as separate categories. ✓
- o The Fond du Lac Outside Sewer Group executive and technical committees continued to meet to update their long-term development strategies as related to those communities being served by the Fond du Lac wastewater treatment facility. East Central is monitoring the committee meetings and tracking the progress of each committee. ✓

Sewer Extension / Facilities Plan Reviews

The following number of projects were received, reviewed and commented on:

o Private Laterals: 0	o Public Interceptors: 0
o Private Interceptor: 3	o Preliminary/Final Subdivision Plats: 0
o Sewer Extensions: 3 ✓	o Facilities Plans: 0
o Lift Stations: 0	

Other

- o Staff prepared a map composition for the Commission's 2013-2014 Annual report. A 'Fox River Water Quality Management Area' graphic was produced to identify the location of each sewer-service area plan within the East Central region.
- o Staff met with the Town of Clayton, as a working session, to identify a study area for the potential provision of municipal services. East Central was then tasked to develop the existing and future land use inventories within this study area. When completed the data will be submitted to the Town of Clayton to aid in developing wastewater flow data for the area. Deliverable products will be map compositions along with the accompanying datasets.
- o Staff met with the Calumet County Department of Resource Management to define the scope of services for the Forest Junction technical assistance project. This project will include a land use inventory of the community. Additional deliverables include land use tabulations, map compositions and potential advisory recommendations.
- o Staff submitted additional information via requests made by the Wisconsin Department of Natural Resources regarding the 2030 Brillion Sewer Service Area Plan update. Staff contacted the City of Brillion for this data, (Well Head Protection Ordinances), and submitted this to the WDNR.
- o Staff filled a sewer service area data request for the Wisconsin Department of Revenue for the 2030 Heart of the Valley Sewer Service Area.

**Expenditures for April, 2014 totaled \$10,002.08**

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – MAY, 2014  
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

East Central staff continued to work on the 2030 SSA Fond du Lac, Eden and Oakfield Plan Updates as follows:

- Staff held a kick-off meeting with the Village of Eden to present the sewer service area plan update process. This meeting examined the existing conditions that included existing land use conditions and the process of creating population and housing projections. Staff also acquired the Joint Town and Village of Eden Comprehensive Plan for review. ✓
- Staff researched the Census Bureau data for actual 2010 Census counts for the communities within the Fond du Lac, Oakfield and Eden sewer service areas. This effort will provide a basis for population and housing projections, (earlier projections for the Fond du Lac area were based on erroneous data and a re-calculation of those projections was performed). ✓
- Staff prepared for the Oakfield Sewer Service Area by finalizing current conditions. Meeting schedules and contact lists for the Village of Oakfield, Town of Oakfield and the Oak Center Sanitary District were developed. Additional refinements to the environmentally sensitive areas, (wetlands, wetland buffers, stream buffers and open water), were performed. ✓

Sewer Extension / Facilities Plan Reviews

The following number of projects were received, reviewed and commented on:

○ Private Laterals: 0	○ Public Interceptors: 0
○ Private Interceptor: 0	○ Preliminary/Final Subdivision Plats: 0
○ Sewer Extensions: 3 ✓	○ Facilities Plans: 0
○ Lift Stations: 0	

Other

- Staff prepared materials for the regularly scheduled Community Facilities Committee meeting slated for June 11, 2014.
- Staff completed the Forest Junction technical assistance project and submitted the results to the Calumet County Department of Resource Management. The County will use this data to compare and contrast land use conditions with local and county zoning ordinances. Staff also filled a data request from a Town of Brillion Supervisor regarding subdivision and stormwater management ordinances.
- Staff met with officials from the Village of Harrison and the Waverly Sanitary District to discuss the procedures to remove a sewer extension hold area within the 2030 Neenah-Menasha Sewer Service Area. Staff also provided sewer service area data in the form of sewer service area and planning area boundaries. ✓
- Staff worked on completing the final mapping for the 2030 Brillion Sewer Service Area Plan update. This final mapping and document editing comes as a result of the Wisconsin Department of Natural Resources certifying the plan as of April 24, 2014.

**Expenditures for May, 2014 totaled \$7,914.22**

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – JUNE, 2014  
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

East Central staff continued to work on the sewer service area activities for the Oakfield and Eden updates as follows:

- Staff arranged meeting dates for the Oakfield Sewer Service Area Plan update that included dates for the Village of Oakfield, Town of Oakfield and the Oak Center Sanitary District. Preliminary data and mapping exhibits were finalized and mailings were prepared for each of the communities. All meetings were scheduled for July, 2014.
- Staff continued to advance the Eden Sewer Service Area Plan update based on information gathered at the May 19, 2014 Village of Eden meeting. Contact lists were updated regarding the plant operator and building permit issuer for the Village.
- The Fond du Lac Outside Sewer Group executive and technical committees continued to meet to update their long-term development strategies as related to those communities being served by the Fond du Lac wastewater treatment facility. East Central anticipates specific growth areas will be determined soon and binding agreements will be signed by each of the communities and sanitary districts.

Reviews

The following projects were received, reviewed and commented on:

○ Private Laterals: 0	○ Public Interceptors: 0
○ Private Interceptor: 1	○ Preliminary/Final Subdivision Plats: 1
○ Sewer Extensions: 1 ✓	○ Facilities Plans: 0
○ Lift Stations: 0	

Other

- A staff meeting was held to strategize for the update to the Long Range Transportation Plan. This plan, as related to sewer service areas, identifies levels of service and density standards for urban and rural development.
- Staff met with a private consultant to the Town of Neenah Sanitary District #2. This meeting revealed a potential amendment to the 2030 Neenah-Menasha Sewer Service Area. The Town sanitary district was also proposing an annexation to the sanitary district as part of this project. ✓
- Staff facilitated the Community Facilities Committee meeting held on June 11, 2014.
- Staff discussed wastewater flows that may be generated by the proposed study area for the Town of Clayton. This review was based on data submitted to the Town by East Central regarding existing and future land use scenarios. ✓
- Updated mapping was created for the four individual sewer service areas within the Fox Cities Sewer Service Area for posting on the Commission's new website.



- A data request via a private citizen was filled regarding the timelines for sewer service for an area north of the 2030 Appleton Sewer Service Area.
- Staff held an internal meeting regarding the Manitowoc River Watershed flooding project whereby an intern was brought on staff to help in this effort. Staff began preparing mapping materials for a stakeholders meeting scheduled for July, 2014.

**Expenditures for June, 2014 totaled \$9,989.04**