

**PUBLIC WORK'S COMMITTEE MEETING**  
**Wednesday, May 13, 2020**  
**5:30 P.M., Allouez Village Hall**  
**\*Virtual Meeting\***

**NOTE:** Due to the COVID-19 pandemic and the Governor's Stay at Home Order, interested parties and the media can access the meeting:

**Join Zoom Meeting via Video**

<https://zoom.us/j/95580888623?pwd=NmR1eWlrZGk0SEZreDQ2a1hrb2VEZz09>

Meeting ID: 955 8088 8623

Password: 362169

**Join call via your cell phone**

+13126266799,,95580888623#,1#,362169#

**Join call via a landline**

+1 312 626 6799 US

Meeting ID: 955 8088 8623

Password: 362169

1. MODIFY/ADOPT AGENDA
2. APPROVE MINUTES from the March 11<sup>th</sup>, 2020 meeting
3. ELECT COMMITTEE CHAIRPERSON
4. PUBLIC APPEARANCES  
(Any person wanting to provide input on any agenda item or other topic may provide those comments via email to [debbie@villageofallouez.com](mailto:debbie@villageofallouez.com) by 5:00 pm Tuesday, 5/12/2020, and that those comments would be read into the record during the Public Comment section of the agenda.)

**NEW BUSINESS:**

5. DISCUSSTION/ACTION: CONSTRUCTION OF SIDEWALK AT THE NE CORNER OF ST. JOSEPH STREET AND RIVERSIDE DRIVE (DPW Gehin).

**DISCUSSION/REPORT:**

6. DISCUSSION: WATER SANITARY SURVEY (DPW Gehin)
7. DISCUSSION: 2019 MS4 STORMWATER ANNUAL REPORT TO WDNR (DPW Gehin).
8. DISCUSSION: 2019 RECYCLING PROGRAM ANNUAL REPORT TO WDNR (DPW Gehin).
9. DISCUSSION: 2020 CONSTRUCTION PROJECTS - UPDATE
10. ADJOURNMENT

NOTE: It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above noticed meeting to gather information; no action will be taken by any governmental body at the above noticed meeting other than the governmental body specifically referred to above in this notice.

**AGENDA**  
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March 11, 2020 (Public Works Committee Mtg)

- Actual costs to install came in higher (approximately \$19,000) than estimated.
- To charge residents the higher actual cost than what was previously approved, we would need to reopen the process by getting a letter out with an amended engineering report and hold a public hearing.
  - What would be their option if a new hearing was held, the work is already done? They would not be happy.
  - Why weren't we aware of this increase earlier? We budget for this before it is bid.
- Bond money for reconstruction projects is available to cover the cost difference.

**Collison / Genrich moved to recommend the Village Board approve the final special assessment costs as originally provided to the property owners and as indicated in the engineering report. Motion carried.**

#### STREET RESURFACING PROJECT BID RESULTS

Discussion:

- Received two bids for street resurfacing project which includes:
  - Rehabilitation of St. Mary' Boulevard (Riverside Drive east 1500')
  - Rehabilitation of Stanton Court / Arbor Lane (cul-de-sac to Rosemont Drive)
  - Resurfacing of Garland Street (Webster Avenue to Baird Street)
  - Miscellaneous Street Patching and Repair
  - Construction of the Olde River Condominium Trail
  - Repair to the Longview Avenue Trail
- Bid came in under budget by approximately \$80,000 which will allow them to take on more work.

**Collison / Rafter moved to recommend the Village Board approve the contract with Northeast Asphalt, the low bidder, at \$593,726.90. Motion carried.**

#### PURCHASE OF DE PERE'S USED GARBAGE TRUCK

**Collison / Genrich moved to recommend the Village Board purchase a used garbage truck in 2021 from the City of De Pere in the amount of \$25,000 for use as a leaf vacuum truck (with plan to phase out / eliminate the baling operation). Motion carried.**

#### REHABILITATION OF THE ST. MARY'S SANITARY SEWER

Gehin

- Will continue to work on the project and bring back to Committee.

#### CAPITAL IMPROVEMENT PLAN UPDATE

March 11, 2020 (Public Works Committee Mtg)

Gehin

- A draft 6-yr Capital Improvement Plan is being put together and will be brought back to Committee in April.

#### EMERGENCY MANAGEMENT – PREPARATION FOR FLOODING

Discussion:

- Photo was shown of trailer village purchased and filled with emergency response equipment so it is ready to go if needed.
- Sandbags are on hand for Village purposes and available for residents to purchase.
- Continuing conversations with Emergency Management to make sure all communities are on the same page.
- Received quotes for the Green Isle Park Sewer Valve approved by the Board at a previous meeting. De Groot was the low bidder at \$7,500 and they are in the process of getting a part needed to hopefully start installation next week.

#### WINTER SIDEWALK MAINTENANCE

Discussion:

- Two residents spoke under the public comment section at the last Board Meeting in response to a letter they received regarding their responsibility for maintenance of their side yard sidewalk on Riverside Drive. Since it was installed, they had not had to maintain it.
- Village policy is:
  - o If we receive 3" or more of snow, the village clears the sidewalk. Then it's the property owner's responsibility to keep it clear of snow and ice.
  - o Less than 3", the village clears only village owned property, roundabouts and safe routes to school sidewalks.
- Sidewalk maintenance was the topic for the last Continuous Improvement Group. Village policy and challenges will be brought to the Public Works Committee late spring for discussion and then to the Village Board. Maintenance of Riverside Drive, Webster Avenue and Allouez Avenue are a challenge. Sidewalk abuts the back of curb and the county plows 2 lanes of roadway onto them multiple times and the condition of these sidewalks makes it hard to maintain.

#### MARINE STREET SANITARY SEWAGE OVERFLOW

Discussion:

- A sanitary sewage overflow at Marine Street and the Fox River Trail was confirmed last Tuesday. Green Bay Pipe and TV was contacted to televisive the sanitary sewer. From the report, it appeared where the pipe connects to the manhole at Riverside Drive, the grout used to seal the pipe to the manhole either eroded because of flow or the pipe may have shifted at the structure and caused an opening. The connection was patched and resealed with hydro cement.

March 11, 2020 (Public Works Committee Mtg)

- Since there is a concern the connection on the other side of the pipe may not hold up and there have already been two issues in that area, they are going to meet with the City of Green Bay engineer and contractors to discuss options for a more permanent repair so it doesn't happen again.
- Each time there is an overflow the DNR has to be notified within 24 hours followed by a formal report within 5 days.

ADJOURNMENT

**Rafter / Genrich moved to adjourn at 7:10 p.m. Motion carried.**

Minutes submitted by Debbie Baenen, Clerk-Treasurer via audio recording

## PUBLIC WORKS COMMITTEE

Trustees hold one year term / Citizen members are 3 year terms

(meets the Wednesday after 1<sup>st</sup> Board Meeting of each month at 5:30 p.m. at the Village Hall)

<b><u>Ted Collison</u></b> <a href="mailto:ted.collison@hshs.org">ted.collison@hshs.org</a> 408 St. Francis Drive (920)883-6790	08/06/19	04/30/22
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<b><u>Curt Beyler</u></b> <a href="mailto:Beyler_cl@co.brown.wi.us">Beyler_cl@co.brown.wi.us</a> 511 Beaupre Street (920)360-7144	04/18/17	04/30/23
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### **Trustees**

Jim Rafter	05/05/15	04/30/21
Jim Genrich elected Chair 06/18	04/19/16	04/30/21
Lynn Green elected Chair 5/19	08/01/17	04/30/21

Administrator  
Director of Public Works

**NOTE:** Each Committee, Board and Commission shall elect its chairman annually at its first regular meeting held after April 30. No person shall be elected or act as Chairman for more than two consecutive years, but such person may act as Chairman for more than two years during his tenure or all terms he may serve on such Committee, Board or Commission

04/23/2020





# VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453  
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2850

## Water Utility

### ALLOUEZ WATERWORKS 2019 SANITARY SURVEY

The WDNR completes an in the field evaluation of every water utility distribution system every three years. The field survey is to assist water utilities in maintaining compliance with WDNR regulations and maintain high water quality for its customers. Wendy Anderson, DNR Water Supply Engineer, completed the survey on the 12<sup>th</sup> and 21<sup>st</sup> of November, 2019.

In total, the completed survey identified 9 significant deficiencies, 7 deficiencies, 6 recommendations and 5 non-conforming features. The definitions of the above reported shortcomings are below. The results of the 2019 sanitary survey along with the agreed upon completion dates have been summarized on a spreadsheet. In some cases, the DNR identified compliance dates were deferred to coincide with a Village project, an acceptable maintenance schedule and for budgetary reasons. The DNR has approved the Village's completion dates as shown on the spreadsheet.

#### Significant Deficiencies

Significant deficiencies indicate noncompliance with one or more Wisconsin Administrative Code and/or represent an immediate health risk to consumers.

#### Deficiencies

Deficiencies are problems in drinking water systems that have the potential to cause serious health risks or represent long-term health risks to consumers.

#### Recommendations for the Future

Recommendations are problems in the water system that may hinder your public water system from consistently providing safe drinking water to consumers and should be implemented as time and funding allow.

#### Non-Conforming Features

Non-conforming features are items that existed in a water system before a code change became effective. Correction of these features is not required until a health risk is identified, these features cause problems with the operation of the water system or at the time of a reviewable project.

This is a summary of the 2019 Water Utility Sanitary Survey.

2019 WATER SYSTEM SANITARY SURVEY  
5-Dec-19

Significant Deficiency - SD Recommendation - R  
Deficiency - D Non-Conforming - NC

WATER FACILITY	ADDRESS	IDENTIFIED PROBLEM	RISK SEVERITY	CORRECTIVE ACTION	WORK BY	DNR APPROVAL REQUIRED	DNR COMPLIANCE DATE	VILLAGE COMPLETION OF WORK	ESTIMATED COST	COMMENT
Station #3	Vande Hei Rd - Rectangular GSR	Celling Leak	SD	Make Watertight by Sealing Leak	Contractor - Diver	Yes	2/19/2020	2/27/2020	\$5,000	Water Tower Clean & Coat to Submit Plan for Approval and Repair
Station #3	Vande Hei Rd - Rectangular GSR	Non-Compliant Overflow	SD	Reconstruct Overflow Per NR 811.64(4)	Contractor	No	12/31/2020	12/31/2020	\$5,000	Repair During 2024 5-yr Reservoir Inspection (Full Drain Down)
Station #3	Vande Hei Rd - Rectangular and Circular GSR	Access Hatches (3) < 24" Above Roof	NC	Adjust Access Hatch 24" Above Roof	Contractor	Yes	12/31/2020	12/31/2024	\$5,000	Repair During 2024 5-yr Reservoir Inspection (Full Drain Down)
Station #3	Vande Hei Rd - Circular GSR	Non-Compliant Overflow	SD	Reconstruct Overflow Per NR 811.64(4)	Contractor	No	12/31/2020	12/31/2024	\$5,000	Repair During 2024 5-yr Reservoir Inspection (Full Drain Down)
A2-2	141 Vande Hei Rd	Unknown Chlorine Residual Entering System	D	Install Chlorine Analyzer	Contractor	Yes	7/1/2020	TBD	TBD	Deficiency Eliminated by PNR 09/06/2020. See Letter. Chlorine Analyzer to be installed under future CECWA project.
A2-2	141 Vande Hei Rd	Measured Use of Polyphosphate is Not Accurate	D	Provide Means to Properly Measure Use	Contractor	Yes	7/1/2020	12/31/2020	Unknown	Submit to include modifications to polyphosphate system. To be reviewed with polyphosphate system modifications.
A2-2	141 Vande Hei Rd	Poly/Injector not installed in required manner	NC	Install Injectors Per NR 811.39(7)	Contractor	No	-	-	-	To be reviewed with polyphosphate system modifications.
Station #4	3211 Libal St	Non-Compliant Overflow	SD	Reconstruct Overflow Per NR 811.64(4)	Contractor	No	2/19/2020	12/31/2020	\$1,500	Furnish and install Downward-Facing Extension
Station #4	3211 Libal St	Vent Screen Not Properly Covered	SD	Replace or Abandon the Power Vent	Contractor	No	2/19/2020	12/31/2020	<\$500	Review w/ Water Tower Clean & Coat
Station #4	3211 Libal St	Well 4 - No Schedule for Well Maintenance	D	Submit Schedule for Well Inspect and Maintenance	Contractor	No	2/19/2020	12/31/2027	\$60,000	Well #4 was refurbished in 2007. Inspection and Maintenance of well to be completed again in 2027. Inspection to take place every 20 yrs.
Station #4	3211 Libal St	Vertical turbine support Non-Conforming	NC	Concrete base must be 2inches above floor level	Contractor	No	-	12/31/2022	\$5,000	Concrete base to be adjusted inconjunction with inspection.
Station #6	2612 S Webster Ave	Non-Compliant Overflow	SD	Reconstruct Overflow Per NR 811.64(4)	Contractor	Yes	12/31/2020	12/31/2020	\$5,000	To be Completed in Conjunction with Standpipe Repair Project
Station #6	821 Daughin Street	Non-Compliant Overflow	SD	Reconstruct Overflow Per NR 811.64(4)	Contractor	Yes	12/31/2023	-	-	Station and Reservoir maybe Eliminated in the Future
Station #7	717 Kalb Street	Non-Compliant Overflow	SD	Reconstruct Overflow Per NR 811.64(4)	Contractor	No	2/19/2020	12/31/2020	\$1,500	Furnish and install Downward-Facing Extension
Station #7	717 Kalb Street	Fiberglass siding/insulation floating in GSR	SD	Drain Well #7 remove materials	Contractor	Yes	12/31/2020	12/31/2020	\$2,000	Full Drain Down - Water Tower Clean & Coat to Complete Removal
Station #7	717 Kalb Street	No plan/schedule for Well Maintenance	D	Develop/submit schedule inspection routine	Contractor	No	2/19/2020	12/31/2021	\$60,000	Well #7 was refurbished in 2009. Inspection and Maintenance of well to be completed again in 2029. Inspection to take place every 20 yrs.
Water System	1900 Libal Street	Lead/Copper monitoring not up to date	D	Submit L/C Monitoring Site Plan Form (3300-351)	Utility	No	2/19/2020	5/31/2020	-	Mike Malloch to update plan and submit form 3300-315
Water System	1900 Libal Street	Distribution Service Line Inventory not adequate	D	Develop plans for comprehensive material inventory	Utility	No	2/19/2020	7/1/2020	-	Cross Connection Inspection of Residential properties and Inspection of Reconstruction projects to include inventory of existing piping.
Water System	1900 Libal Street	Distribution Service Line Inventory not adequate	D	Provide WDNR copy of changes made to process	Utility	No	7/1/2020	7/1/2020	-	Future implementation of Village GIS Mapping will help better track inventory. In the interim Mike to provide method of record keeping.
Water System	1900 Libal Street	No Written Cross Connection Control Plan	D	Submit updated CCC program Per NR 810.15	Utility	No	7/1/2020	7/1/2020	-	Mike Malloch to submit updated plan
Water System	1900 Libal Street	No current Watermain distribution system map	D	Provide 2 copies of updated map 1 shall be digital	Utility	No	12/31/2020	12/31/2020	-	Watermain distribution system map to be updated in-house or by consultant
Water System	1900 Libal Street	Evaluate current use/size of Aquamag	R	Follow WDNR recommendations	Utility	No	n/a	-	-	Test water and re-evaluate in the Future
Water System	1900 Libal Street	Adapt Ordinance requiring homeowners to replace lead/galvanized services	R	Adapt ordinance for the replacement of private side lead/galvanized services	Utility	No	n/a	-	-	Review at upcoming CECWA Technical Meetings. Discuss joint effort with other authority communities.
Water System	1900 Libal Street	No Well head protection plan	R	Contact Rural Water for Assistance	Utility	No	n/a	-	-	Low Risk - Wells currently about fully developed residential properties.
Water System	1900 Libal Street	No written agreements for maintenance/repair on private systems	R	Village labor on private systems should have a written agreement	Utility	No	n/a	-	-	Look to adopt private maintenance plan.
Water System	1900 Libal Street	Emergency Operations Plan(EOP)	R	Continue to revise EOP	Utility	No	n/a	-	-	Review and Revise Annually.
Water System	1900 Libal Street	Water Conservation measures	R	Develop policy to address procedures during drought or water shortage emergency	Utility	No	n/a	-	-	Village to develop policy
Water System	1900 Libal Street	Non-Conforming well vents	NC	Upgrade when well pumps are pulled for inspection	Contractor	No	n/a	-	-	To be completed when pumps are inspected and maintained. See maintenance schedule above.
Water System	1900 Libal Street	GSR freeable waterproof membranes	NC	Membrane thickness minimum .60inches	Contractor	No	n/a	-	-	

# Submittal of Annual Reports and other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is deleted.

## Reporting Information

Will you be completing the Annual Report or other submittal type?  Annual Report  Other

**Project Name:**

**County:** Brown

**Municipality:** Allouez Village

**Permit Number:** S050075

**Facility Number:** 31085

**Reporting Year:** 2019

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

## Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

### Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
  - Public Education and Outreach Annual Report Summary
  - Public Involvement and Participation Annual Report Summary
  - Illicit Discharge Detection and Elimination Annual Report Summary
  - Construction Site Pollution Control Annual Report Summary
  - Post-Construction Storm Water Management Annual Report Summary
  - Pollution Prevention Annual Report Summary
    - Leaf and Yard Waste Management
    - Municipal Facility (BMP) Inspection Report
    - Municipal Property SWPPP
    - Municipally Property Inspection Report
    - Winter Road Maintenance
  - Storm Sewer Map Annual Report Attachment
  - Storm Water Quality Management Annual Report Attachment
  - TMDL Attachment
  - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment
  
- Attach the following permit compliance documents as appropriate using the attachments tab above
  - Storm Water Management Program *(S050075-03 general permittees shall have a written storm water management program that describes in detail how the permittee intends to comply with the permit requirements for each minimum control measure. Updated programs are due to the department by March 31, 2021.)*
    - Public Education and Outreach Program
    - Public Involvement and Participation Program
    - Illicit Discharge Detection and Elimination Program
    - Construction Site Pollutant Control Program
    - Post-Construction Storm Water Management Program
    - Pollution Prevention Program
      - Municipal Storm Water Management Facility (BMP) Inventory *(S050075-03 general permittees 2.6.1 - inventory due to the department by March 31, 2021.)*
      - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan *(S050075-03 general permittees 2.6.2 – document due to the department by March 31, 2021.)*
  
- Sign and Submit form

**Municipal Contact Information- Complete**

**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

**Note:** Compliance items must be submitted using the Attachments tab.

**Municipality Information**

**Name of Municipality:** Allouez Village

**Facility ID # or (FIN):** 31085

**Updated Information:**  Check to update mailing address information

**Mailing Address:** 1900 Libal Street

**Mailing Address 2:**

**City:** Green Bay

**State:** Wisconsin

**Zip Code:** 54301      xxxxx or xxxxx-xxxx

**Primary Municipal Contact Person (Authorized Representative for MS4 Permit)**

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

**First Name:** Sean

**Last Name:** Gehin

Select to **update** current contact information

**Title:** Director of Public Works

**Mailing Address:** 1900 Libal St.

**Mailing Address 2:**

**City:** Green Bay

**State:** WI

**Zip Code:** 54301-2453      xxxxx or xxxxx-xxxx

**Phone Number:** 920-448-2802      Ext:      xxx-xxx-xxxx

**Email:** seang@villageofallouez.com

**Additional Contacts Information (Optional)**

- I&E Program
- IDDE Program
- IDDE Response Procedure Manual

**Individual with responsibility for:  
(Check all that apply)**

- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

**First Name:**

**Last Name:**

**Title:**

**Mailing Address:**

**Mailing Address 2:**

**City:**

**State:**

**Zip Code:**  xxxxx or xxxxx-xxxx

**Phone Number:**  Ext:  xxx-xxx-xxxx

**Email:**

1. Does the municipality rely on another entity to satisfy some of the permit requirements? If yes, enter entity name (government, consultant, group/organization).

Yes  No

Public Education and Outreach: Northeast Wisconsin Stormwater Consortium

Public Involvement and Participation: Northeast Wisconsin Stormwater Consortium

Illicit Discharge Detection and Elimination: \_\_\_\_\_

Construction Site Pollutant Control: \_\_\_\_\_

Post-Construction Storm Water Management: \_\_\_\_\_

Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes  No

**Minimum Control Measures- Section 1 : Complete****1. Public Education and Outreach**

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the **Add Activity** to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events).

<b>Topic:</b> Detection and elimination of illicit discharges			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)
<u>Active distribution of print media</u> (mailings, newsletters, etc)	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Website</u>	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

<b>Topic:</b> Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)
<u>Active distribution of print media</u> (mailings, newsletters, etc)	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Website</u>	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Social media posts</u>	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

<b>Topic:</b> Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)
<u>Active distribution of print media</u> (mailings, newsletters, etc)	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Website</u>	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Social media posts</u>	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors 
  General Public 
  Public Employees 
  Residential 
  School Groups  
 Business 
  Developers 
  Industries 
  Other:

<b>Topic:</b> Management of stream banks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Did not focus on this topic this reporting year	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors 
  General Public 
  Public Employees 
  Residential 
  School Groups  
 Business 
  Developers 
  Industries 
  Other:

<b>Topic:</b> Infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Active distribution of print media (mailings, newsletters)	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Website	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Social media posts	<u>100 +</u>	<u>100 +</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors 
  General Public 
  Public Employees 
  Residential 
  School Groups  
 Business 
  Developers 
  Industries 
  Other:

<b>Topic:</b> Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Website	<u>50 - 99</u>	<u>50 - 99</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Direct one-on-one communication	<u>20 - 49</u>	<u>20 - 49</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
Targeted group training (contractors, consultants, etc.)	<u>1 - 9</u>	<u>1 - 9</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors 
  General Public 
  Public Employees 
  Residential 
  School Groups  
 Business 
  Developers 
  Industries 
  Other:

**Topic:** Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
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Direct one-on-one communication      Select...      Select...       Yes  No

Select all applicable audiences targeted for this topic.

- Contractors  
 General Public  
 Public Employees  
 Residential  
 School Groups  
 Business  
 Developers  
 Industries  
 Other:

**Topic:** Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
-----------	------------------------	-----------------------------------	--------------------------------

Direct one-on-one communication      Select...      1 - 9       Yes  No

Select all applicable audiences targeted for this topic.

- Contractors  
 General Public  
 Public Employees  
 Residential  
 School Groups  
 Business  
 Developers  
 Industries  
 Other:

**Topic:** Other (describe):

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
-----------	------------------------	-----------------------------------	--------------------------------

Select...      Select...      Select...       Yes  No

Select all applicable audiences targeted for this topic.

- Contractors  
 General Public  
 Public Employees  
 Residential  
 School Groups  
 Business  
 Developers  
 Industries  
 Other:

**b.** Brief Public Education and Outreach program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Joint effort with NEWSC on Public Education and Outreach Program. Village on an annual basis direct mails a magazine to Allouez residents and business owners. In addition stormwater announcements are emailed, posted on Facebook and on our website.

## Minimum Control Measures - Section 2 : Complete

### 2. Public Involvement and Participation

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the mechanism that best describes how the topic message was conveyed to your population. Use the Add Activity to add multiple mechanisms. For Quantity, choose the range for number Mechanisms chosen (i.e., number of workshops, events).

<b>Topic: Storm Water Management Plan and/or updates</b>			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)
Government Event (Public Hearing, Council Meeting, etc)	20 - 49	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No
Website	100 +	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

<b>Topic: Storm water related ordinance and/or updates</b>			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)
Government Event (Public Hearing, Council Meeting, etc)	20 - 49	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No
Website	100 +	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

<b>Topic: MS4 Annual Report</b>			
<b>Mechanism</b>	<b>Quantity</b> (optional)	<b>Est. People Reached</b> (optional)	<b>Regional Effort?</b> (optional)
Government Event (Public Hearing, Council Meeting, etc)	20 - 49	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No
Website	100 +	Select...	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors  General Public  Public Employees  Residential  School Groups  
 Business  Developers  Industries  Other:

<b>Topic: Volunteer Opportunities</b>			
---------------------------------------	--	--	--

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Clean-up events	1 - 9	Select...	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors
  General Public
  Public Employees
  Residential
  School Groups  
 Business
  Developers
  Industries
  Other:

Topic: Other (describe) : None			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
None	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic .

- Contractors
  General Public
  Public Employees
  Residential
  School Groups  
 Business
  Developers
  Industries
  Other:

**b.** Brief Public Involvement and Participation program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

The Village Board and Public Works Committee agenda's frequently include stormwater related items.

Form 3400-224 (09/19)

### Minimum Control Measures - Section 3 : Complete

#### 3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have?   Unsure
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?   Unsure
- c. From the municipality's routine screening, how many were confirmed illicit discharges?   Unsure
- d. How many illicit discharge complaints did the municipality receive?   Unsure
- e. From the complaint received, how many were confirmed illicit discharges?   Unsure
- f. How many of the identified illicit discharges did the municipality eliminate in the reporting year?   Unsure

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year.

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

Additional Information: \_\_\_\_\_

h. Brief Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

The Village will begin the inspection of Village outfalls in 2020.

**Minimum Control Measures - Section 4 : Complete**

**4. Construction Site Pollutant Control**

- a. How many total construction sites were active at any point in the reporting year?   Unsure
- b. How many construction sites did the municipality issue permits for in the reporting year?   Unsure
- c. Do the above numbers include sites <1 acre?  Yes  No  Unsure
- d. How many erosion control inspections did the municipality complete in the reporting year?   Unsure

e. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.  Unsure

<input type="checkbox"/> No Authority	
<input checked="" type="checkbox"/> Verbal Warning	6
<input checked="" type="checkbox"/> Written Warning (including email)	0
<input checked="" type="checkbox"/> Notice of Violation	0
<input checked="" type="checkbox"/> Civil Penalty/ Citation	0
<input checked="" type="checkbox"/> Stop Work Order	0
<input checked="" type="checkbox"/> Forfeiture of Deposit	0
<input type="checkbox"/> Other - Describe below	

f. Brief Construction Site Pollutant Control program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

The Village reconstructed 8 local streets in 2019. Construction erosion control measures were installed, maintained and inspected. Village staff periodically inspects private construction sites for construction site pollutant control compliance.

**Minimum Control Measures - Section 5 : Complete**

**5. Post-Construction Storm Water Management**

a. How many sites with new structural storm water management facilities\* have received local approval?   Unsure

\*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement, catch basin sumps, etc.

b. How many privately owned storm water management facilities were inspected in the reporting year?   Unsure

Inspections completed by private land owners should be included in the reported number.

c. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism?  Unsure

Check all that apply and enter the number of each used in the reporting year.

- No Authority
- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation
- Forfeiture of Deposit
- Complete Maintenance
- Bill Responsible Party
- Other - Describe below

d. Brief Post-Construction Storm Water Management program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

**Minimum Control Measures - Section 6 : Complete**

**6. Pollution Prevention**

Storm Water Management Facility Inspections (ponds, biofilters, etc.)  Not Applicable

a. Enter the total number of municipally owned or operated structural storm water management facilities?   Unsure

b. How many new municipally owned storm water management   Unsure

facilities were installed in the reporting year ?

c. How many municipally owned storm water management facilities were inspected in the reporting year?   Unsure

d. What elements are looked at during inspections (250 character limit)?

The Village's stormwater Wet Basin Inspection form can be made available by request.

e. How many of these facilities required maintenance?   Unsure

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review)  Not Applicable

f. How many inspections of municipal properties have been conducted in the reporting year?   Unsure

g. Have amendments to the SWPPPs been made?  Yes  No  Unsure

h. If yes, describe what changes have been made (200 character limit):

Collection Services - *Street Sweeping / Cleaning Program*  Not Applicable

i. Did the municipality conduct street sweeping/cleaning during the reporting year?  Yes  No  Unsure

j. If known, how many tons of material was removed?   Unsure

k. Does the municipality have a low hazard exemption for this material?  Yes  No

l. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?

Yes

No - Explain \_\_\_\_\_

Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program*  Not Applicable

m. Did the municipality conduct catch basin sump cleaning during the reporting year?  Yes  No  Unsure

n. How many catch basin sumps were cleaned in the reporting year?   Unsure

o. If known, how many tons of material was collected?   Unsure

p. Does the municipality have a low hazard exemption for this material?  Yes  No

q. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?

Yes

No - Explain Stormwater Modeling does not include CB cleaning.

Not Applicable

Collection Services - Leaf Collection Program  Not Applicable

- r. Does the municipality conduct curbside leaf collection?  Yes  No  Unsure
- s. Does the municipality notify homeowners about pickup?  Yes  No  Unsure
- t. Where are the residents directed to store the leaves for collection?  
 Pile on terrace  Pile in street  Bags on terrace  Unsure  
 Other - Describe \_\_\_\_\_
- u. What is the frequency of collection?  
Weekly October thru November, April
- v. Is collection followed by street sweeping/cleaning?  Yes  No  Unsure

Winter Road Management  Not Applicable

\*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

w. How many lane-miles of roadway is the municipality responsible for doing snow and ice control?   Unsure

x. Provide amount of de-icing products used by month last winter season?  
Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	<input type="text" value="0"/>	<input type="text" value="80"/>	<input type="text" value="60"/>	<input type="text" value="183"/>	<input type="text" value="314"/>	<input type="text" value="20"/>

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
None	<input type="text" value="0"/>					

- y. Was salt applying machinery calibrated in the reporting year?  Yes  No  Unsure
- z. Have municipal personnel attended salt reduction strategy training in the reporting year?  Yes  No  Unsure

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

Village Street Foreman and Mechanic attended Wisconsin APWA Winter Maintenance Workshop.

When:

How many attended:

Internal (Staff) Education & Communication

- aa. Has training or education been held for municipal or other personnel involved in implementing each of the pollution prevention program elements?  Yes  No  Unsure

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

One on One training of employees responsible for the inspection and maintenance of SWPPPs.

When:

How many attended:

- ab. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

The Village Board and Public Works Committee agenda's frequently include stormwater related items.

Municipal Officials

Municipal Officials are present at the Village Board and Public Works Committee meetings.

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

Public Work Department staff meetings frequently include stormwater related items.

- ac. Brief Pollution Prevention program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Village of Allouez contracted with McMahan Associates to finalize the Bethel Baptist Pond plans. The new municipally owned wet detention pond will treat and detain stormwater water from a 90-acre urban watershed.

Form 3400-224 (08/19)

## Minimum Control Measures - Section 7 : Complete

### 7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?  Yes  No  Unsure

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities  
 Storm pipes  
 Vegetated swales  
 Outfalls  
 Other - Describe below

- b. Brief Storm Sewer System Map information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

The Village is currently advertising a job description to fill an Engineering Technician position. The hired technician's job responsibilities will include preparing and maintaining maps.

**Final Evaluation - Complete**

**Fiscal Analysis**

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
-----------------------------------	-----------------------	----------------------	-----------------

**Element:** Public Education and Outreach

1000	1500	1000	<u>Storm water utility</u>
------	------	------	----------------------------

**Element:** Public Involvement and Participation

1000	1000	1000	<u>Storm water utility</u>
------	------	------	----------------------------

**Element:** Illicit Discharge Detection and Elimination

0	2500	2500	<u>Storm water utility</u>
---	------	------	----------------------------

**Element:** Construction Site Pollutant Control

3500	2000	3000	<u>Storm water utility</u>
------	------	------	----------------------------

**Element:** Post-Construction Storm Water Management

3600	5000	7000	<u>Storm water utility</u>
------	------	------	----------------------------

**Element:** Pollution Prevention

95000	113400	110600	<u>Storm water utility</u>
-------	--------	--------	----------------------------

**Element:** Storm Water Quality Management

80500	150000	400000	<u>Storm water utility</u>
-------	--------	--------	----------------------------

**Element:** Storm Sewer System Map

5000	6000	6000	<u>Storm water utility</u>
------	------	------	----------------------------

**Other (describe)**

			<u>Select...</u>
--	--	--	------------------

Please provide a justification for a "0" entered in the Fiscal Analysis

Village to resume the inspection of permitted storm sewer outfalls in 2020.

### Water Quality

**a:** Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes  No  Unsure If Yes, explain below:

**b:** Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes  No  Unsure If Yes, explain below:

**c:** Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes  No  Unsure

**d:** Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes  No  Unsure

### Total Maximum Daily Loads (TMDLs)

The permittee Allouez Village is subject to the following approved TMDLs: Lower Fox River Basin and Lower Green Bay

Select one option below. The permittee intends to comply with the following permit requirement to show progress towards meeting the (Appendix A) TMDL:

Request department concurrence that they are currently meeting the TMDL pollutant reductions in all applicable reachsheds (A.2).

Demonstrate that they will meet the TMDL pollutant reductions in all applicable reachsheds by October 31, 2023 (A.4).

Follow the TMDL Compliance Plan which received Department concurrence prior to April 30, 2019 (A.3.1).

Participate in an approved Adaptive Management Project (A.3.2).

Submit a TMDL Implementation Plan describing planned progress over current permit term by October 31, 2021 (A.5). Do you intend to select A.5.2 or A.5.3 to meet this permit requirement?

A.5.2 – Additional 20% Total Suspended Solids (TSS), 10% Total Phosphorus (TP) reduction from current ch. NR 151, Wis. Adm. Code, standards

A.5.3 – Optimize measures

### Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Bids for the Bethel Baptist Pond project were opened in March. Low bid of \$564,416.11 came in over budgeted amount of \$400,000. For budgetary reasons Village likely to postpone project to 2021.



**Requests for Assistance on Understanding Permit Programs**

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

## Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

**\*Required Item**

**Note:** To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

### Storm Sewer System Map

 File Attachment

[StormSewerSystemMap.pdf](#)

### Attach - Other Supporting Documents

#### AR SWGroupReport

 File Attachment

[2019NEWSCAnnualReport.pdf](#)

#### AR TMDL

 File Attachment

[20190221AllouezLFTMDLImplementation.pdf](#)

#### AR PP

 File Attachment

[MS42019AnnualReportPollutionPreventionMar2020.pdf](#)

#### AR SWQM

 File Attachment

[MS42019AnnualReportSWFacilitiesSummary.pdf](#)

#### AR PCSSW

 File Attachment

[2019VillagelssuedPermits.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

### Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

## Sign and Submit Your Application

### Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

**NOTE:** For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

### Terms and Conditions

**Certification:** I hereby certify that I am an authorized representative of the municipality covered under Allouez Village MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- Authorized municipal contact using WAMS ID.
- Delegation of Signature Authority ( Form 3400-220 ) for agent signing on the behalf of the authorized municipal contact.
- Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

**Name:** Sean J. Gehin, P.E.

**Title:** Director of Public Works

Authorized Signature.

I accept the above terms and conditions.

Signed by : i:0#.f|wamsmembership|sgehin on 2020-03-31T16:36:51

**You have already signed and submitted this application to the DNR.** Please [contact the Wisconsin DNR](#) for assistance.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

## **Pollution Prevention**

### **BMP: Conduct routine inspections and maintenance of municipally owned structural BMP's.**

Number of municipally owned or operated structural BMP's: There are 6 operating wet detention pond stormwater treatment facilities owned and operated by the Village in 2019.

The municipally owned and operated wet detention basins are thoroughly inspected in the spring. Due to the age of the ponds (relatively new) the Village has not yet begun to monitor the sediment depth. A sediment monitoring program will be initiated in the coming years.

Number of routine Village structural BMP inspections performed: The Village wet detention ponds are inspected and the outfall structures cleaned on a bi-weekly basis during the wet weather periods (March-June, September-November) and on a monthly basis as needed during the low rainfall periods. The cleaning is to keep the overflow structures functioning properly. The Public Works Department is responsible for this maintenance and one operator is responsible for tracking and completing this work.

The Village contracts with an aquatic biologist to inspect and maintain the operating ponds with respect to weed control, additional wetland and prairie plantings, and other pond maintenance as required. A pond annual maintenance budget is included in the stormwater utility budget, and the actual expenditure was \$10,000 for 2019. Also, Allouez contracts with a fur trapper to remove muskrats both spring and fall, and our operator inspects the ponds after trapping and plugs any damage with clay.

### **BMP: Conduct routine street sweeping where appropriate and properly dispose of waste.**

Number of curb miles swept each year: The approximate number of street miles swept in 2019 was 900 miles, or in curb miles it was 1,800 miles. The entire Village was swept 17 times plus the weekly street sweeping in the commercial area.

Tons or cubic yards of street sweeping waste disposed each year: The sweeping total to landfilling was 207 tons in 2019. All street sweepings are landfilled except for fall leaf collection in October and November which are leaves only and these are recycled with the bulk volume of leaves.

### **BMP: Routine catch basin cleaning program.**

Catch basin 5-yr cleaning maintenance program: The Village on a bi-annual basis (spring and fall) cleans a portion of its storm catch basins. Under this new program, the Village will routinely clean catch basin sumps 1 once every 5-years. The Village uses a Vactor truck for catch basin cleaning. The captured debris is hauled to the yard waste site and subsequently hauled to landfill.

All new storm inlets are constructed with a minimum 2-foot deep sumps, and all repaired inlets are reconstructed with a sump.

### **BMP: Street snowplowing road salt usage. Apply road salt only as necessary to maintain public safety**

Management of road salt usage and reduction efforts: The Village of Allouez continues its efforts to reduce road salt usage to minimize impact on stormwater discharges and operating cost. Road salt usage in 2019 has remained at the targeted low usage amount of 500-600 tons per year. In 2019 all salt spreading equipment was calibrated by the Village's mechanic to reduce salt usage.

Pounds of salt applied per curb mile of street: Road salt is applied to street intersections and steep grades only, and is applied in lieu of snowplowing if light snowfall and if icing conditions occur which is a safety concern. Sidewalk salt is applied only on Village sidewalks when severe icing occurs.

**BMP: Spring and Fall leaf and yardwaste collection and disposal program:**

The Village of Allouez has an extensive fall and spring leaf and yard waste collection program.

The fall leaf collection program includes the vacuuming and baling of leaves and yardwaste. The organic matter is subsequently transported to one or more recycling options (farms, re-vegetation cover, landscaping). A street sweeper follows immediately behind the baling operation to catch leaf matter left behind by the baling operation.

Tons or cubic yards of leaves disposed of each year: Approximately 1,125 tons of leaves were removed from the Village in the fall of 2019. The recycling operations include farm use, use by a landscaping operation, and a private composting facility.

Spring cleanup includes garden waste and a smaller quantity of leaves. This Village spring cleanup program consist of the vacuuming and bucketing of yard waste and leaves. A street sweeper follows immediately behind the bucketing of leaves in haul trucks. All leaves are recycled to landscapers and farmers.

Hours at the Village's residential yardwaste site were expanded in 2019 to provide residents another option for the disposal of their yardwaste and leaves.

Spring and Leaf Cleanup Schedule: A curb-side pick-up schedule for brush and leaves is published annually in the "All About Allouez" booklet mailed to residents, and posted on the Village website under "Public Works." In addition, frequent reminders of the upcoming cleanup are emailed to Village residents. During fall leaf collection the weekly collection route and schedule is posted on the Village's website to assist residents in planning for the placing of leaves at the curb-side.

**BMP: Management of garage maintenance activities to reduce pollution:**

An extensive management program is maintained for the Village Hall site and the maintenance garage. This includes the following items: garage operations are contained within the building and all oils and wastes go to the sanitary sewer with sand traps to minimize sand discharge; salt storage is self-contained with sealed floors and paved entry area; waste oil is properly disposed; fuel is properly stored and handled to prevent spills; a chain link fence surrounds the storage yard to prevent access; vehicles are washed in an indoor wash bay; and all chemicals used are stored indoors. The garage operations are discussed in more detail in the Allouez Stormwater Management Plan dated 2008.

**BMP: Farm site management to reduce stormwater pollution.**

Manage farm site (yard waste site) to minimize stormwater runoff: The farm site is operated to not store baled leaves, white goods, refuse, scrape materials, and brush for any extended period. In most cases leaves and yardwaste are direct hauled to end users following collection, however may be temporarily stored on on-site due to the weather. Brush is collected curbside and hauled to the yard waste site and piled until size warrants the grinding of the brush. A majority of the ground mulch is hauled off by the grinding contractor with a smaller amount used by the Park's Dept. at Village Parks and placed aside for resident use.

Vegetated cover surrounds the farm site to reduce impact of any runoff. The waste oil facility is located at the resident accessible section of the site, and is covered and enclosed in a spill containment tank. The yard waste drop-off site is staffed by a Village employee for most of the operating hours of the facility to reduce unwanted materials.

**BMP: Conduct nutrient management planning for Village owned properties.**

Number of Village owned properties with >5 acres of turf area fertilized: The one property larger than 5 acres that is fertilized is the Allouez soccer complex and baseball fields. Management of this property is under a nutrient management plan. The other large properties are the river parkway areas which are not fertilized. Number of nutrient management plans prepared for Village owned properties: A nutrient management plan has been prepared for the Allouez soccer complex by a professional landscaping firm.

# VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453  
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2850

## Department of Public Works

### MUNICIPAL STORMWATER TREATMENT FACILITIES

The following are the installed and operating municipal stormwater treatment facilities in the village of Allouez.

<u>Treatment Facility</u>	<u>Watershed</u>	<u>Drainage Basin</u>	<u>Acres</u>
1. Longview Pond	East River	EBMPE020	190.45
2. Kiwanis Pond	East River	EBMPE030	127.82
3. Hoffman Pond	East River	EBMPE040	158.77
4. Boyd Pond	East River	EBMPE210	114.56
5. Macco Pond	East River	EBMPER9	246.39
6. Heritage Hill Pond	Fox River	EBMPF042A	253.80
		EBMPF042B	41.28
		EBMPF060	5.29

YEAR	PERMIT #	PROJECT	Parcel #	Issue Date	Site Address	Watershed	Land Disturbance	Erosion Control	Stormwater Performance Standards	Treatment System	% TSS Removal	% TP Removal	Maintenance Agreement	Fee	ERU
2018	AL-19-20	Zambelli Brewery	AL-44, AL-44-1, AL-45	4/19/2019	1643 S Webster Avenue 3675 S Webster Avenue				Post-Construction	WDR WRAPP permit issued December 28, 2017. Performance Standards (New Development) - Peak Discharge and Water Quality				\$1,176.39	
2	AL-19-29	Olds River Condominium Development Olds River Condominium, LLC	AL-121	6/7/2018	3010 Riverside Drive					Post-Construction permit with Fee in Lieu of Treatment Erosion Control Permit for Site Construction Work WDR WRAPP permit approved				\$1,837.10	
3	AL-18-7	Webster Elementary School Addition		3/14/2018	5 Webster Avenue					WDR WRAPP permit will be required.				\$2,155.63	
4		Callaway Development	AL-126	Pending	Riverside Drive									TBD	
5	AL-18-28	Allouez Catholic Cemetery	AL-62-1	7/21/2018	2121 Riverside Drive					Erosion Control Permit for Site Construction Work				\$250	
2019	AL-19-02	WPS Utility Reichter - 2019 Village Street and Bible Reconversion	Various Sites	3/28/2019	Various Locations along Street Reconstruction Project Limits					Erosion control Permit for Site Construction Work				\$350	
2	AL-19-21	Willowbrook Parking Lot	AL-126-2	4/23/2019	3200 Riverside Drive					<20,000 SF Impervious Area - Construction of Dry Pond			Yes for Inspection and maintenance of Dry Pond	\$1,781	
3	AL-19-26	McCormick Building Expansion	AL-129	5/21/2019	212 Iniquis Avenue					<20,000 SF Impervious Area - Installation of CB w/ 4' sumps			Yes.	\$3,050	
4	AL-19-35	Umgale Elementary School	AL-126-14-1	6/14/2019	400 Broadview Drive					<20,000 SF Impervious Area - Installation of CB w/ 2' sumps			Yes	\$1,800	
2020	AL-19-21	You Are My Sunshine Daycare	AL-19-21		931 Doty Ln	For River	1.05 Acres	yes	Peak Discharge: 226 TSS & 413 TP	Bioretention				\$3,255.64	

**Report Status:** Accepted  
**Report Date:** April 30 2020

State of Wisconsin  
Department of Natural Resources

**Questions:** Ariana Mankerian  
PO Box 7921  
Madison WI 53707-7921

Ariana.Mankerian@wisconsin.gov  
608-266-6965

2019 ANNUAL REPORT RECYCLING PROGRAM  
ACCOMPLISHMENTS AND ACTUAL COSTS  
Form 4400-182 Rev. 1-19

NOTICE: Completion of this form fulfills the mandatory annual reporting requirement for continued approval of a responsible unit's recycling program and retention of the DNR recycling grant, for those who received it. This form is authorized by s. NR 544.10 and s. NR 542.09(3), Wis. Adm. Code. Personally identifiable information will be used for program administration and must be made available to requesters as required by Wisconsin Open Records law [s. 19.31-19.39, Wis. Stats].

Responsible Unit (RU)	County	Municipal Code	RU Population
Village of Allouez	Brown	05102	13793

**SECTION 1: CONTACT INFORMATION**

**A. Authorized Representative**

**Name:** Gehin, Sean J  
**Title:** Director of Public Works  
**Address:** 1900 Libal St  
Green Bay, WI 54301-2453  
**Telephone:** 920-448-2800 **Phone Type:** Landline  
**Email:** seang@villageofallouez.com

**B. Primary Contact**

**Name:** Gehin, Sean J  
**Title:** Director of Public Works  
**Address:** 1900 Libal St  
Green Bay, WI 54301-2453  
**Telephone:** 920-448-2800 **Phone Type:** Landline  
**Email:** seang@villageofallouez.com

## SECTION 2: EFFECTIVE PROGRAM INFORMATION

### A. Collection of Recyclables for 1 - 4 Residential Unit Housing – Single Member

1. Do you have curbside collection? Y

a) How is curbside service provided?

RU provides service with municipal service and staff

b) What is your primary curbside collection method? Single Stream (all recyclables in one bin)

c) How often are recyclables picked up? Once every other week

2. Do you have drop-off center(s)? Y

a) How many total hours is your drop-off center(s) open monthly, on average? 190

b) Who operates the drop off center(s)?

Other: Brown County Recycling Transfer Station

#### 4. Drop off site list

Site Name	Location or Address	City
Recycling Transfer Station	2561 S. Broadway	Green Bay

5. Do the majority of your residents use curbside or drop off collection for their recyclables? Curbside

#### 6. Hauler List

Hauler Name	C & T	Contract
Village Of Allouez	10818	Municipality(RU)

### B. Processing of Recyclables for 1-4 Residential Unit Housing

#### 1. List of Materials Recovery Facilities (MRF)

Materials Recovery Facility	FID	RU Contract
Outagamie County Dept of Solid Waste/Recycling	445157790	Y

#### 2. List of Other Processors and End Users

### C. Compliance

1. A recycling ordinance is required by all RUs in accordance with s. NR 544.04(2), Wis. Adm. Code. What is your recycling ordinance number? Chapter 432 Art 1-21

a) Did you make changes to your recycling ordinance in the previous calendar year? N

b) Ordinance Effective Date

2. A Compliance Assurance Plan (CAP) is required by all RUs in accordance with s. NR 544.04(9g), Wis. Adm. Code. Did you make changes to your CAP during the previous calendar year? N

**3. How does your RU ensure compliance with your recycling ordinance at residences with 5 or more units?**

RU provides direct outreach to business owners/managers  
 RU staff regularly conduct inspections/visits  
 RU staff respond to recycling-related complaints

**4. How does your RU ensure compliance with your recycling ordinance at non-residential facilities and properties (e.g., businesses, stadiums, events, etc.)?**

RU provides direct outreach to business owners/managers  
 RU staff regularly conduct inspections/visits  
 RU staff respond to recycling-related complaints

**SECTION 3: ANNUAL PERFORMANCE INFORMATION**

**A. Compliance & Enforcement**

**1. Compliance and enforcement actions taken**

	Complaints Received	Warning Tags	Verbal Warnings	Written Warnings	Inspections	Citations
<b>1 - 4 units residential</b>	0	45	5	0		0
<b>5+ units residential</b>	0	0	0	0	0	0
<b>Non-residential (Business)</b>	0	0	0	0	0	0

**B. Table 1 Materials and Weights Collected**

**1. Did your RU collect all of the required NR 544 Table 1 materials?** Y

**2. Tonnage of Recyclables Collected**

Name	Type	Tonnage
<b>Outagamie County Dept of Solid Waste/Recycling</b>	<b>MRF</b>	<b>1147.97</b>
Aluminum containers		15.16
Corrugated cardboard		253.39
Glass containers		301.50
Plastic containers #1 & #2		78.39
Residential mixed paper (includes magazines and office paper)		469.21
Steel & bi-metal containers		30.32
Loads Include:		

**3. Summary of Compliance with Table 1 Collection Standard**

<b>a) Total weight of recyclables collected from residences</b>	1,147.97
<b>b) Per capita collection</b>	166.46
<b>c) Per capita collection standard (lbs. per capita)</b>	106.55

Based on the data you provided, you have MET your Table 1 collection standard.

**C. Information on Other Materials Collected From Residents**

**1. Table 2 Other banned materials collected for recycling from residents**

Material Name	Weight/ Unit
Electronics	33264 Pounds
Major appliances	49607 Pounds
Used lead acid batteries	29 Number of
Used oil	1650 Gallons
Yard waste	7400 Cubic Yards

**D. Report of Actual Recycling Costs**

**Section 3.D will be blank if you did not have a grant award**

**1. Summary of Costs**

<b>a) Total costs of recycling program (Worksheet Line 18, Column E)</b>	563,826.00
<b>b) Total ineligible costs and revenue (Worksheet Line 21, Column E)</b>	2,526.00
<b>c) Total eligible recycling costs (Worksheet Line 22, Column E)</b>	561,300.00

You have successfully earned your grant. Repayment will not be required

<b>d) Cost (including yard waste) per capita:</b>	40.69
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**2. Yard Waste Costs and Summary**

<b>a) Enter the cost of handling yard waste that is included in line 18, column E of the Actual Costs worksheet.</b>	393,464.00
<b>b) Cost (excluding yard waste) per capita:</b>	12.17
<b>c) Cost (excluding yard waste) per ton:</b>	146.20

**E. Outreach and Other Program Features**

**1. What outreach efforts did you undertake in the program year?**

- Direct mail (flyers in the tax bill, etc.)
- News releases
- Print ads (newspaper, magazines, etc.)
- Printed publications (flyers, handouts, etc.)
- Radio ads or public service announcements
- Recycling focused event (collections, cleanups, etc.)
- School education program (Green & Healthy Schools, etc.)
- Social media (facebook, twitter, etc.)
- Web site has recycling info (what to recycle, when, where, and how)

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**SECTION 4: CERTIFICATION**

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**RU Name:** Village of Allouez  
**Mail To:** Ariana Mankerian - WA/5  
PO Box 7921  
Madison WI 53707-7921

**Muni Code:** 05102  
**County:** Brown  
**Population:** 13793

**A. Summary of 2019 Recycling Performance****Weight Summary**

Total weight of residential Table 1 materials collected	1,147.97
Per capita collection	166.46
Per capita collection standard	106.55

**Based on the data you provided, you have MET your Table 1 collection standard.**

**Cost Summary**

2019 Grant Award	98,519.06
Net eligible recycling costs	561,300.00
Cost per capita including yard waste	40.69
Yard waste handling costs	393,464.00
Cost per capita excluding yard waste	12.17

**B. Exemption not required****C. Assurances**

A. The responsible unit certifies the program operates in accordance with its Effective Recycling Program Approval or, if there have been changes, the responsible unit has described those changes in this 2019 Annual Report Form.

B. The responsible unit agrees to comply with all applicable provisions of ch. 287, Wis. Stats., and chs. NR 544 and NR 542, Wis. Adm. Code.

C. The responsible unit understands that if it fails to comply with any applicable provision of ch. 287, Wis. Stats., chs. NR 544 Wis. Adm. Code, and NR 542 Wis. Adm. Code, or its Effective Recycling Program Approval, the following may happen:

- \* the responsible unit's Effective Recycling Program approval may be revoked,
- \* the responsible unit may not be allowed to dispose of its solid waste in solid waste disposal and solid waste treatment facilities located in the state of Wisconsin, and
- \* the responsible unit may lose its eligibility for a state recycling grant.

D. The responsible unit certifies that in the management of its solid waste, it has, whenever possible and practical, followed these priorities: 1) the reduction of the amount of solid waste generated; 2) the reuse of solid waste; 3) the recycling of solid waste; 4) the composting of solid waste; 5) the recovery of energy from solid waste; 6) the land disposal of solid waste; and 7) the burning of solid waste without energy recovery.

I hereby acknowledge I am the duly authorized representative of the responsible unit and, to the best of my knowledge and belief, the information contained in this report is correct, true and complete.

**D. Certification**

**I have reviewed all sections of this report.**

Name of Authorized Representative	Signature of Authorized Representative	Date Submitted
Sean Gehin		04/27/2020

**Prepared by:** Sean Gehin  
**Confirmation #:** 176599-T-20200427:142049  
Gehin, Sean J  
920-448-2800  
1900 Libal St  
Green Bay, WI 54301-2453

**State of Wisconsin  
Department of Natural Resources**

**2019 Actual Budget Spreadsheet**

Form 8700-AR (Rev. 2-10)

**RU:** ALLOUEZ VILLAGE OF

**County:** Brown

**Muni Code:** 05102

<b>Recycling Expenditures UCA #53635 (including yard waste)</b>	<b>A Education</b>	<b>B Collection Curbside &amp;/or Drop-off</b>	<b>C Processing &amp; Marketing</b>	<b>D Compliance Enforcement</b>	<b>E Actual Total Costs</b>
1. 53635-100 Salaries/Wages & Employee Benefits		\$273,184		\$6,200	\$279,384
2. 53635-210 Consulting & Professional Services					
3. 53635-220 Utility Services		\$219			\$219
4. 53635-240 Purchased Repairs & Maintenance					
5. 53635-290 Purchased Services Printing & Advertising					
6. 53635-290 Purchased Services Other(contractual svcs)		\$54,915			\$54,915
7. 53635-310 Office Supplies	\$463				\$463
8. 53635-320 Subscriptions & Dues					
9. 53635-330 Employee Travel & Training					
10. 53635-340 Operating Supplies & Expenses					
11. 53635-350 Repair & Maintenance Supplies					
12. 53635-510 Insurance					
13. 53635-530 Rents & Leases		\$5,153			\$5,153
14. 53635-540 Depreciation					
15. 53635-540 Hourly Equipment Use Charges					\$223,692
16. 53635-900 Cost Allocations					
17. Other -900 Cost Allocations Other (not #53635)					
<b>18. Total Recycling Costs</b>	<b>\$463</b>	<b>\$333,471</b>		<b>\$6,200</b>	<b>\$563,826</b>
<b>Ineligible Costs and Revenues</b>					
19. Costs - Recycling of banned items s. 287.07(1m), Wis. Stats. (Batteries, Major Appliances and Oil)					\$2,526
20. Revenue - Sale of Recyclables					
<b>21. Total Ineligible Costs &amp; Revenues</b> (total of lines 19 and 20)					<b>\$2,526</b>
<b>22. Total Eligible Costs &amp; Revenues</b> (total of line 18 minus line 21)					<b>\$561,300.00</b>

# VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453  
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2853

## Department of Public Works

### 2020 Street Resurfacing – Project Schedule

May 8, 2020

This 2020 construction season has begun in The Village of Allouez on some or all of the streets listed below:

1. St Mary's Boulevard -- Riverside Dr to ± 1500 feet to east (#310/#311)
2. Stanton Court/Arbor Lane -- Stanton Ct to Rosemont Dr (near Webster Ave)
3. Garland Street – Webster Ave to Baird St
4. Allouez Terrace Alley – Riverside Dr to end.
5. East St Joseph Alley behind Associated Bank
6. Olde River Condominium Trail
7. Longview Pond Trail Repair

These resurfacing projects include:

- Removal and replacement of the asphalt pavement.
- Replacement of defective gravel base
- Placement of defective concrete curb & gutter and driveway aprons
- Manhole & catch basin repairs
- Sanitary sewer repairs on St Mary's Blvd

#### **1. St Mary's Boulevard – Riverside Dr to ± 1500 feet to east (#310/#311)**

Weather permitting the anticipated project schedule is as follows:

- Work started – May 7
- Substantial Completion Date – Beginning of June (paving only/sanitary work will continue)

Project Status:

Work started with catch basin repairs. Fischer Concrete will be in on Monday May 11 to begin removing defective curbing. De Groot Inc. will continue with sanitary manhole repairs.

#### **2. Stanton Court/Arbor Lane -- Stanton Ct to Rosemont Dr (near Webster Ave)**

Weather permitting the anticipated project schedule is as follows:

- Work to Begin – May 13
- Substantial Completion Date – Early June

Project Status:

Work has not started

#### **3. Garland Street – Webster Ave to Baird St**

Weather permitting the anticipated project schedule is as follows:

- Work to begin- May 20<sup>th</sup>
- Substantial Completion Date – Early June

Project Status:

Work has not started.

**4. Allouez Terrace Alley – Riverside Dr to end.**

Weather permitting the anticipated project schedule is as follows:

- Work to Begin – May 13 (asphalt removal)
- Substantial Completion Date – Early June

Project Status:

Work has not started.

**5. East St Joseph Alley behind Associated Bank**

Weather permitting the anticipated project schedule is as follows:

- Work to Begin – May 14 (asphalt removal)
- Substantial Completion Date – Early June

Project Status:

Work has not started.

**6. Olde River Condominium Trail**

Weather permitting the anticipated project schedule is as follows:

- Work to Begin – May 11
- Substantial Completion Date – Early June

Project Status:

Work has not started.

Sincerely,



Sean Gehin, P.E.  
Director of Public Works  
Ph. 920-448-2800, Ext. 108  
Email: [seang@villageofallouez.com](mailto:seang@villageofallouez.com)



Jeff Piette  
Engineering Technician  
Ph. 920-448-2800 Ext. 122  
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