

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Little Chute Village

Last Updated:  
6/5/2012

Reporting Year: 2011

## Financial Management

	Questions	Points						
1.	Person Providing This Financial Information							
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">Name:</td> <td style="border: 1px solid black; padding: 2px;">Teresa Matheny</td> </tr> <tr> <td>Telephone:</td> <td style="border: 1px solid black; padding: 2px;">(920) 788-7380</td> </tr> <tr> <td>E-Mail Address(optional):</td> <td style="border: 1px solid black; padding: 2px;">teri@littlechutewi.org</td> </tr> </table>	Name:	Teresa Matheny	Telephone:	(920) 788-7380	E-Mail Address(optional):	teri@littlechutewi.org	
Name:	Teresa Matheny							
Telephone:	(920) 788-7380							
E-Mail Address(optional):	teri@littlechutewi.org							
2.	Are User Charge or other Revenues sufficient to cover O&M Expenses for your wastewater treatment plant AND/OR collection system ?	0						
	<p> <input checked="" type="radio"/> Yes (0 points)  <input type="radio"/> No (40 points)                 </p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>							
3.	When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2011	0						
	<p> <input checked="" type="radio"/> 0-2 years ago (0 points)  <input type="radio"/> 3 or more years ago (20 points)  <input type="radio"/> Not Applicable (Private Facility)                 </p>							
4.	Did you have a special account (e.g., CWFPP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?	0						
	<p> <input checked="" type="radio"/> Yes  <input type="radio"/> No (40 points)                 </p>							
<b>REPLACEMENT FUNDS(PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 5)</b>								
5.	Equipment Replacement Funds							
	5.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2011	0						
	<p> <input checked="" type="radio"/> 1-2 years ago (0 points)  <input type="radio"/> 3 or more years ago (20 points)  <input type="radio"/> Not Applicable Explain:                 </p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>							
	5.2 What amount is in your Replacement Fund?							
	<b>Equipment Replacement Fund Activity</b>							
	5.2.1 Ending Balance Reported on Last Year's CMAR:	\$174,000.00						
	5.2.2 Adjustments if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+ \$0.00						
	5.2.3 Adjusted January 1st Beginning Balance	\$174,000.00						

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Financial Management (Continued)

	<p><b>5.2.4 Additions to Fund</b> (e.g., portion of User Fee, earned interest, etc.) + \$5,000.00</p> <p><b>5.2.5 Subtractions from Fund</b> (e.g., equipment replacement, major repairs - use description box 5.2.5.1 below*) - \$0.00</p> <p><b>5.2.6 Ending Balance as of December 31st for CMAR Reporting Year</b> \$179,000.00</p> <p>(All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.)</p> <p>*5.2.5.1. Indicate adjustments, equipment purchases and/or major repairs from 5.2.5 above</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																			
	<p><b>5.3 What amount <u>should</u> be in your replacement fund?</b> \$100,000.00</p> <p>(If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP option button.)</p>																			
	<p>5.3.1 Is the Dec. 31 Ending Balance in your Replacement Fund above (#5.2.6) equal to or greater than the amount that should be in it(#5.3)?</p> <p><input checked="" type="radio"/> Yes</p> <p><input type="radio"/> No Explain:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>																			
6.	<p><b>Future Planning</b></p> <p>6.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating or new construction of your treatment facility or collection system?</p> <p><input checked="" type="radio"/> Yes (If yes, please provide major project information, if not already listed below)</p> <p><input type="radio"/> No</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 60%;">Project Description</th> <th style="width: 20%;">Estimated Cost</th> <th style="width: 20%;">Approximate Construction Year</th> </tr> </thead> <tbody> <tr> <td>Replacement of sanitary sewer mains</td> <td style="text-align: right;">\$200,000.00</td> <td style="text-align: center;">2012</td> </tr> <tr> <td>Replacement of sanitary sewer mains</td> <td style="text-align: right;">\$1,120,000.00</td> <td style="text-align: center;">2013</td> </tr> <tr> <td>Replacement of sanitary sewer mains</td> <td style="text-align: right;">\$225,000.00</td> <td style="text-align: center;">2014</td> </tr> <tr> <td>Replacement of sanitary sewer mains</td> <td style="text-align: right;">\$427,000.00</td> <td style="text-align: center;">2015</td> </tr> <tr> <td>Replacement of sanitary sewer mains</td> <td style="text-align: right;">\$400,000.00</td> <td style="text-align: center;">2016</td> </tr> </tbody> </table>	Project Description	Estimated Cost	Approximate Construction Year	Replacement of sanitary sewer mains	\$200,000.00	2012	Replacement of sanitary sewer mains	\$1,120,000.00	2013	Replacement of sanitary sewer mains	\$225,000.00	2014	Replacement of sanitary sewer mains	\$427,000.00	2015	Replacement of sanitary sewer mains	\$400,000.00	2016	
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7.	<p><b>Financial Management General Comments:</b></p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>O&amp;M supported by user fees. Debt service fully supported by user fees. Annual budget approved by Village Board. Annual audit performed.</p> </div>																			

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Financial Management (Continued)

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

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Little Chute Village

Last Updated:  
6/7/2012

Reporting Year: 2011

## Sanitary Sewer Collection Systems

	Questions	Points
1.	<p>Do you have a Capacity, Management, Operation &amp; Maintenance(CMOM) requirement in your WPDES permit?</p> <p> <input type="radio"/> Yes  <input checked="" type="radio"/> No                 </p>	
2.	<p>Did you have a <u>documented</u> (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation &amp; maintenance or CMOM program last calendar year?</p> <p> <input checked="" type="radio"/> Yes (go to question 3)  <input type="radio"/> No (30 points) (go to question 4)                 </p>	0
3.	<p>Check the elements listed below that are included in your Operation and Maintenance (O&amp;M) or CMOM program.:</p> <p> <input checked="" type="checkbox"/> <b>Goals:</b> Describe the specific goals you have for your collection system:  <div style="border: 1px solid black; padding: 2px; margin: 5px 0;">25% reduction of I&amp;I over a ten year period in our collection system in the Village of Little Chute.</div> </p> <p> <input checked="" type="checkbox"/> <b>Organization:</b> Do you have the following written organizational elements (check only those that you have):                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Ownership and governing body description</li> <li><input checked="" type="checkbox"/> Organizational chart</li> <li><input checked="" type="checkbox"/> Personnel and position descriptions</li> <li><input type="checkbox"/> Internal communication procedures</li> <li><input checked="" type="checkbox"/> Public information and education program</li> </ul> </p> <p> <input checked="" type="checkbox"/> <b>Legal Authority:</b> Do you have the legal authority for the following (check only those that apply):                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Sewer use ordinance Last Revised MM/DD/YYYY <div style="border: 1px solid black; padding: 2px; margin-left: 10px;">01/05/2011</div></li> <li><input checked="" type="checkbox"/> Pretreatment/Industrial control Programs</li> <li><input checked="" type="checkbox"/> Fat, Oil and Grease control</li> <li><input checked="" type="checkbox"/> Illicit discharges (commercial, industrial)</li> <li><input checked="" type="checkbox"/> Private property clear water (sump pumps, roof or foundation drains, etc)</li> <li><input checked="" type="checkbox"/> Private lateral inspections/repairs</li> <li><input type="checkbox"/> Service and management agreements</li> </ul> </p> <p> <input checked="" type="checkbox"/> <b>Maintenance Activities: details in Question 4</b> </p> <p> <input checked="" type="checkbox"/> <b>Design and Performance Provisions:</b> How do you ensure that your sewer system is designed and constructed properly?                 <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> State plumbing code</li> <li><input checked="" type="checkbox"/> DNR NR 110 standards</li> <li><input checked="" type="checkbox"/> Local municipal code requirements</li> <li><input checked="" type="checkbox"/> Construction, inspection and testing</li> <li><input type="checkbox"/> Others:</li> </ul> </p>	

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Sanitary Sewer Collection Systems (Continued)

	<p><input checked="" type="checkbox"/> <b>Overflow Emergency Response Plan:</b> Does your emergency response capability include (check only those that you have):</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Alarm system and routine testing</li> <li><input checked="" type="checkbox"/> Emergency equipment</li> <li><input checked="" type="checkbox"/> Emergency procedures</li> <li><input type="checkbox"/> Communications/Notifications (DNR, Internal, Public, Media etc)</li> </ul> <p><input checked="" type="checkbox"/> <b>Capacity Assurance:</b> How well do you know your sewer system? Do you have the following?</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Current and up-to-date sewer map</li> <li><input checked="" type="checkbox"/> Sewer system plans and specifications</li> <li><input checked="" type="checkbox"/> Manhole location map</li> <li><input type="checkbox"/> Lift station pump and wet well capacity information</li> <li><input type="checkbox"/> Lift station O&amp;M manuals</li> </ul> <p>Within your sewer system have you identified the following?</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Areas with flat sewers</li> <li><input checked="" type="checkbox"/> Areas with surcharging</li> <li><input checked="" type="checkbox"/> Areas with bottlenecks or constrictions</li> <li><input type="checkbox"/> Areas with chronic basement backups or SSO's</li> <li><input checked="" type="checkbox"/> Areas with excess debris, solids or grease accumulation</li> <li><input type="checkbox"/> Areas with heavy root growth</li> <li><input checked="" type="checkbox"/> Areas with excessive infiltration/inflow (I/I)</li> <li><input checked="" type="checkbox"/> Sewers with severe defects that affect flow capacity</li> <li><input checked="" type="checkbox"/> Adequacy of capacity for new connections</li> <li><input type="checkbox"/> Lift station capacity and/or pumping problems</li> </ul> <p><input checked="" type="checkbox"/> <b>Annual Self-Auditing of your O&amp;M/CMOM Program</b> to ensure above components are being implemented, evaluated, and re-prioritized as needed.</p> <p><input type="checkbox"/> <b>Special Studies Last Year (check only if applicable):</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Infiltration/Inflow (I/I) Analysis</li> <li><input type="checkbox"/> Sewer System Evaluation Survey (SSES)</li> <li><input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP)</li> <li><input type="checkbox"/> Lift Station Evaluation Report</li> <li><input type="checkbox"/> Others:</li> </ul>	
4.	<p>Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained:</p>	
	<p>Cleaning <span style="float: right;">40 % of system/year</span></p> <p>Root Removal <span style="float: right;">0 % of system/year</span></p> <p>Flow Monitoring <span style="float: right;">100 % of system/year</span></p> <p>Smoke Testing <span style="float: right;">0 % of system/year</span></p> <p>Sewer Line Televising <span style="float: right;">.004 % of system/year</span></p>	

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Sanitary Sewer Collection Systems (Continued)

Manhole Inspections	<input style="width: 50px;" type="text" value="60"/>	% of system/year
Lift Station O&M	<input style="width: 50px;" type="text" value="0"/>	# per L.S./year
Manhole Rehabilitation	<input style="width: 50px;" type="text" value="0"/>	% of manholes rehabed
Mainline Rehabilitation	<input style="width: 50px;" type="text" value="0.1"/>	% of sewer lines rehabed
Private Sewer Inspections	<input style="width: 50px;" type="text" value=".001"/>	% of system/year
Private Sewer I/I Removal	<input style="width: 50px;" type="text" value=".03"/>	% of private services
Please include additional comments about your sanitary sewer collection system below:		
The Village of Little Chute has completed 100% of sanitary sewer televising in 2010. 2011 televising was for sewer projects, which included mains and private laterals.		

5. Provide the following collection system and flow information for the past year:

<input style="width: 80px;" type="text" value="30.08"/>	Total Actual Amount of Precipitation Last Year
<input style="width: 80px;" type="text" value="30.16"/>	Annual Average Precipitation (for your location)
<input style="width: 80px;" type="text" value="55.72"/>	Miles of Sanitary Sewer
<input style="width: 80px;" type="text" value="0"/>	Number of Lift Stations
<input style="width: 80px;" type="text" value="0"/>	Number of Lift Station Failure
<input style="width: 80px;" type="text" value="0"/>	Number of Sewer Pipe Failures
<input style="width: 80px;" type="text" value="0"/>	Number of Basement Backup Occurrences
<input style="width: 80px;" type="text" value="0"/>	Number of Complaints
<input style="width: 80px;" type="text" value="1.446975"/>	Average Daily Flow in MGD

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## Sanitary Sewer Collection Systems (Continued)

6.577000	Peak Monthly Flow in MGD(if available)
8.441280	Peak Hourly Flow in MGD(if available)

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## Sanitary Sewer Collection Systems (Continued)

	NUMBER OF SANITARY SEWER OVERFLOWS (SSO) REPORTED (10 POINTS PER OCCURRENCE)	0														
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 40%;">Location</th> <th style="width: 25%;">Cause</th> <th style="width: 20%;">Estimated Volume (MG)</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center;">NONE REPORTED</td> </tr> </tbody> </table>	Date	Location	Cause	Estimated Volume (MG)	NONE REPORTED										
Date	Location	Cause	Estimated Volume (MG)													
NONE REPORTED																
	Were there SSOs that occurred last year that are not listed above? <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, list the SSOs that occurred: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>															
	<b>PERFORMANCE INDICATORS</b>  <table style="width: 100%;"> <tr> <td style="border: 1px solid black; width: 10%; text-align: center;">0.00</td> <td>Lift Station Failures(failures/ps/year)</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;">0.00</td> <td>Sewer Pipe Failures(pipe failures/sewer mile/yr)</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;">0.00</td> <td>Sanitary Sewer Overflows (number/sewer mile/yr)</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;">0.00</td> <td>Basement Backups(number/sewer mile)</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;">0.00</td> <td>Complaints (number/sewer mile)</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;">4.5</td> <td>Peaking Factor Ratio (Peak Monthly:Annual Daily Average)</td> </tr> <tr> <td style="border: 1px solid black; text-align: center;">5.8</td> <td>Peaking Factor Ratio(Peak Hourly:Annual daily Average)</td> </tr> </table>		0.00	Lift Station Failures(failures/ps/year)	0.00	Sewer Pipe Failures(pipe failures/sewer mile/yr)	0.00	Sanitary Sewer Overflows (number/sewer mile/yr)	0.00	Basement Backups(number/sewer mile)	0.00	Complaints (number/sewer mile)	4.5	Peaking Factor Ratio (Peak Monthly:Annual Daily Average)	5.8	Peaking Factor Ratio(Peak Hourly:Annual daily Average)
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4.5	Peaking Factor Ratio (Peak Monthly:Annual Daily Average)															
5.8	Peaking Factor Ratio(Peak Hourly:Annual daily Average)															
6.	Was infiltration/inflow(I/I) significant in your community last year?  <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, please describe: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>															
7.	Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?  <input type="radio"/> Yes <input checked="" type="radio"/> No If Yes, please describe: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>															
8.	Explain any infiltration/inflow(I/I) changes this year from previous years?															

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## Sanitary Sewer Collection Systems (Continued)

9.	What is being done to address infiltration/inflow in your collection system?	
	<p>The Village of Little Chute is actively addressing the I/I in its collections system. Sanitary sewer mains are being replace yearly and private laterals are being replaced from the main to the home. In 2011, 95 private sewer laterals were replaced that equals to 6,175 feet of sewer laterals.</p>	

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

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WPDES No.0047341

GRADING SUMMARY				
SECTION	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Financial Management	A	4.0	1	4
Collection Systems	A	4.0	3	12
TOTALS			4	4
GRADE POINT AVERAGE(GPA)=				

Notes:

A = Voluntary Range

B = Voluntary Range

C = Recommendation Range (Response Required)

D = Action Range (Response Required)

F = Action Range (Response Required)

# COMPLIANCE MAINTENANCE ANNUAL REPORT

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## Resolution or Owner's Statement

NAME OF GOVERNING BODY OR OWNER	DATE OF RESOLUTION OR ACTION TAKEN
RESOLUTION NUMBER	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B, required for grade C, D, or F):	
<b>Financial Management:</b> Grade=A	
<b>Collection Systems:</b> Grade=A	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00) <b>G.P.A. =</b>	

