

Helmuth, Lisa D - DNR

From: Abramson, Erin <abramsone@ci.superior.wi.us>
Sent: Monday, September 30, 2019 2:14 PM
To: Helmuth, Lisa D - DNR
Cc: Person, Ruth A - DNR; Raab, Ryan J - DNR; Asplund, Tim - DNR; Roberts, Steve
Subject: FW: Review Rough Draft SSAP (City of Superior) and provide feedback
Attachments: 20190930142537001.pdf

Hello Ms. Helmuth,

Attached please find the project proposal for the Superior Sewer Service Area Plan as requested. Please contact Steve Roberts or myself if you have any questions or need any more information.

Thanks,

Erin Abramson
Collection Systems Engineering and Operations Manager
Environmental Services Division of Public Works
City of Superior
51 East First Street
Superior, WI 54880
(715) 394-0392 x 1015

From: Roberts, Steve <robertss@ci.superior.wi.us>
Sent: Monday, September 30, 2019 11:53 AM
To: Abramson, Erin <abramsone@ci.superior.wi.us>
Subject: FW: Review Rough Draft SSAP (City of Superior) and provide feedback

From: Helmuth, Lisa D - DNR <Lisa.Helmuth@wisconsin.gov>
Sent: Friday, September 27, 2019 4:21 PM
To: Roberts, Steve <robertss@ci.superior.wi.us>
Cc: Asplund, Tim - DNR <Tim.Asplund@wisconsin.gov>; Raab, Ryan J - DNR <Ryan.Raab@wisconsin.gov>; Person, Ruth A - DNR <Ruth.Person@wisconsin.gov>; Aartila, Tom P - DNR <Tom.Aartila@wisconsin.gov>
Subject: RE: Review Rough Draft SSAP (City of Superior) and provide feedback

Thank you for our conversation today. Please see the notes below for comments regarding the current draft. Also attached is a project proposal outline for you to use for your submittal to DNR. Again, I think focusing on the maps, graphics and online presentation would be fantastic. Super job!!

[DATE]

Overall Comments

- Fantastic Job!!!! Excellent treatment of details: legal, ^(Company address)infrastructure & process.
- Items to include in finished plan:
 - Maps – detailed close up added areas
 - Flowcharts for each process (recommended)
 - Population details – DOA or DOA approved
 - Details on what constitutes an Environmentally Sensitive Area
 - Committee structure (who is on there)

- Recommend a website that addresses and posts information for the variety of audiences that you will serve.

Recommended Flow Charts

- Process flow for Sewer Extensions
- Process flow for Sewer Connection Review
- Process flow for Facility Plan Update
- Process flow for Sewer Service Area Amendment
 - Consider making a type that is “**no ESA involved**” that you can fast track and approve locally with DNR receiving your details.
 - Make the rest DNR approval

Recommended Maps

- St. Louis and Lower Nemadji River Watersheds (Map 1.1)
- Superior, international port city at the west end of Lake Superior (Map 1.2).
- Ten sewer districts, seven of the districts are separated sanitary, three are combined sewer districts (Map 1.3).
- Wetlands, Floodplains, Steep slopes
- Soils map
- **State Natural Areas & SAMP areas**
- Map of ESAs (these are areas that would require an amendment to extend public sewer, even if a permit is received)
- Map of Treatment Facility and overall collection system
- Storm Sewer System Map (link)
- Map of current SSA – broad scale
 - SSA with Current Development
 - SSA with projected in 20 years
- **Potential phasing of development?**

We are committed to service excellence.

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

Sincerely,

Lisa Helmuth

Water Resources Specialist – WY/EM

Wisconsin Department of Natural Resources

[Explore Wisconsin's Waters!](#)

From: Roberts, Steve <robertss@ci.superior.wi.us>

Sent: Tuesday, August 13, 2019 1:09 PM

To: Helmuth, Lisa D - DNR <Lisa.Helmuth@wisconsin.gov>

Subject: Review Rough Draft SSAP (City of Superior) and provide feedback

Importance: High

Lisa,

Please find a rough draft of our SSAP. Per our discussion, this is a working document in the process of being updated.

Kindest Regards,

Steve Roberts
Director
Environmental Services Division of Public Works
51 East First Street
Superior, WI 54880
(715) 394-0392 ext. 1034
(715) 394-0406 FAX

Sent via email

September 30, 2019

Ms. Lisa Helmuth
Water Resources Management Specialist
Wisconsin Department of Natural Resources
101 South Webster Street, WT/3
P.O. Box 7921
Madison, WI 53707-7921

Re: 2019-2020 Water Quality Planning Work Proposal

Dear Ms. Helmuth:

As requested, enclosed is a Water Quality Planning Work Program proposal for the period of November 1st through June 30th 2020. The work proposal is to finish a major update of the City of Superior Sewer Service Area Plan. We are requesting \$10,000.

We appreciate your consideration of our proposed work program and thank you for your continued assistance and support. We look forward to our continuing collaboration with the Wisconsin Department of Natural Resources.

Please contact me if you need additional information or have any questions.

Sincerely,



Steve Roberts
Director
Environmental Services Division of Public Works

cc: Ruth Person, NR Program Specialist, WDNR
Ryan Raab, Bureau of Business Services and Information Technology, WDNR
Tim Asplund, Water Quality Monitoring Section Chief, WDNR

Background on Superior Facility Updates & SSA Plan

The City of Superior Environmental Services Division of Public Works has been actively working on an update to its SSA Plan since late 2018. Although fundamentally correct, the previously approved SSA Plan has some out of date information and does not meet current standards for SSA Plans.

Work done so far on Superior SSA Plan

In addition to format and file type, a draft of the updated narrative of the SSA Plan has been started to better reflect current SSA Plan standards. Review of other SSA Plans from communities in Wisconsin has been completed and used to frame the basis of the City of Superior update. Coordination between the various departments within the City of Superior has been initiated and we are in the process of receiving updated text based on current information (Growth and Development Trends information from the Planning Department, as an example).

Summary of meetings encouraging this proposal

Meetings to be completed include:

Final review of draft SSA Plan with Committee (and subsequent meetings if necessary)

Public hearings as required by an update to the SSA Plan

Adoption of the updated SSA Plan by the City of Superior City Council

Final review of SSA Plan submittal to the DNR with Committee

Proposed work & timeline

A final draft, including all maps and charts, is planned to be completed by the end of January 2020. Committee review, public hearing(s) and submittal to DNR for review is planned to be completed by the end of June 2020.

Mapping Work

Plan map refinement and updated delineations. Complete analysis and mapping of key areas for report.

Approximately 10 maps.

Flow Charts and Graphics

Complete analysis and graphics for illustrative purposes.

Committee Work & Submittal

Anticipated committee work for the SSA Plan include: final review of draft SSA Plan, participation in any public hearings as deemed necessary in the update process, and a final review of the SSA Plan submittal.

November 1, 2019 to June 30, 2020 Estimated Staff Hours and Budget

Work Element	Total Hours	Total Cost	Grant Funded	Local Share
Written Narrative – complete plan	160	\$10,000	TBD	TBD
Mapping Work	80	\$3,000	TBD	TBD
Graphics – flow charts and other	80	\$3,000	TBD	TBD
Committee Coordination	40	\$2,000	TBD	TBD
Public Hearing, Meeting Notes	40	\$2,000	TBD	TBD
Plan Submittal to DNR for Review	80	\$4,000	TBD	TBD
Total	480	\$24,000	\$10,000	\$14,000