

PLANNING COMMISSION

Brown County



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Cole Runge
PLANNING DIRECTOR

August 16, 2022

Ryan Raab, Budget Coordinator
Wisconsin Department of Natural Resources
Bureau of Water Quality – WY/3
P.O. Box 7921
Madison, WI 53707

RE: 2022 Second Quarter Report
Brown County Planning Commission Water Quality Management Planning Work Program

Dear Mr. Raab:

Attached please find the first quarter report for work performed during the period of April 1, 2022 through June 30, 2022 that is related to the work program between the Wisconsin Department of Natural Resources and Brown County Planning Commission A summary of work activities completed, future work activities, financial breakdowns, and reimbursement request accompanies this letter.

- Second quarter 2022 reimbursable expenses were **\$11,938.25**.

Please call our office at (920) 448-6488 or email me at devin.yoder@browncountywi.gov if you have any questions. Thank you for your consideration in this matter.

Sincerely

Devin Yoder
Senior Planner

DY:

Attachment

cc: Gunilla Goulding, WDNR (via e-mail and SWIMS online)
Tim Asplund (via e-mail)
Ruth Person (via e-mail)



2022
Second Quarter Report and Financial Summary
of Work
Performed by
Brown County Planning Commission

April 1, 2022 through June 30, 2022

For the
Wisconsin Department of Natural Resources
and
Brown County Planning Commission
Water Quality Management Planning
Work Contract

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WORK ELEMENT 1

AREAWIDE WATER QUALITY MANAGEMENT PLANNING AND SEWERAGE PLANNING

Wastewater Facility Plan Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed one wastewater facility plan.

- GBMSD – Technical Memorandum 2.1 – June 2022

Hours:	Planning Director	0.00
	Senior Planner DY	10.00
	Support Staff	0.00

There is no proposed future work activity for this grant cycle.

Sanitary Sewer Extension Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed seven sanitary sewer extension plans for conformance with the recommendations of the areawide water quality management plan. Review and comment focused on consistency with local plans, consistency with regional plans, and environmental impacts. The projects were at the following locations:

- 1 – Village of Bellevue
- 1 – Town of Lawrence
- 1 – Village of Ashwaubenon
- 1 – Village of Suamico
- 1 – Village of Howard
- 1 – City of De Pere
- 1 – City of Green Bay

Hours:	Planning Director	0.00
	Senior Planner DY	7.00
	Support Staff	1.50

There are 5 proposed future work activities for this grant cycle.

Large Onsite System Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed zero large onsite system plans for conformance with the recommendations of the areawide water quality management plan. Review and comment focused on consistency with local plans, consistency with regional plans, and environmental impacts.

- None

Hours:	Planning Director	0.00
	Senior Planner DY	0.00
	Support Staff	0.00

There are no proposed future work activities for this grant cycle.

Areawide Water Quality Management Plan / Chapter 30 Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed zero areawide water quality management plan/Chapter 30 reviews for consistency with existing sewer service areas, consistency with local plans, consistency with regional plans, and environmental impacts.

Hours:	Planning Director	0.00
	Senior Planners DY	0.00
	Support Staff	0.00

There are no proposed future work activities for this grant cycle.

Sewer Service Area (SSA) Amendment Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed zero SSA amendments.

Hours:	Planning Director	0.00
	Senior Planner DY	0.00
	Support Staff	0.00

There are 10 proposed future work hours for this grant cycle.

Environmentally Sensitive Area (ESA) Amendment Reviews

During second first quarter of 2022, Brown County Planning Commission staff reviewed two ESA plan corrections. The projects were at the following locations:

- 2022-04 (VWR) Plan Correction
- 2022-05 (HOB) Plan Correction

In addition, the Brown County Planning Commission staff performed the following:

- Assisted the 24 municipalities with environmentally sensitive area inquiries related to the interpretation of the 2040 Brown County Sewage Plan.

Hours:	Planning Director	0.00
	Senior Planner DY	1.00
	Support Staff	0.00

There are 17.5 future work hours for this grant cycle.

Technical Assistance, Information, and Education

During the second quarter of 2022, Brown County Planning Commission staff provided 96.00 hours of technical assistance related to water quality. The assistance was provided via communications with customers in person, in the field, over the telephone, and via internet. Hours include water quality work related to the Brown County Sewage Plan and the MS4 Permit. Communications included the development of educational materials and supplemental information that aided the customer, such as maps and field verifications.

Hours:	Planning Director	0.00
	Senior Planner DY	96.00
	Support Staff	0.00

There are 213 proposed future work hours for this grant cycle.

Sewage Plan Update

During the first quarter of 2022, Brown County Planning Commission staff provided 80 hours of work on updating the existing urban service area water quality plan (the 2040 Brown County Sewage Plan). This included correspondence with DNR staff, other RPC staff, technical advisory committee members, and internal staff discussions. This also included reviewing the existing plan and drafting updated material for the plan.

Hours:	Planning Director	0.00
	Senior Planner DY	80.00
	Support Staff	0.00

There are an estimated 75 proposed future work hours remaining for this grant cycle.

SUMMARY OF HOURS FOR WORK ELEMENT 1

Hours:	Planning Director	0.00
	Senior Planner DY	194.00
	Support Staff	1.75

WORK ELEMENT 2

EROSION CONTROL PLAN REVIEW AND ENFORCEMENT

Erosion Control Planning for Subdivision Plat Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed four subdivision plat erosion control plans for conformance with the recommendations of the areawide water quality management plan. Review and comment focused on consistency with local plans, consistency with regional plans, and environmental impacts. The projects were at the following locations:

April	May	June
1 – Village of Bellevue	1 – Village of Pulaski	
	1 – Village of Bellevue	
	1 – Village of Hobart	

Hours: Senior Planner DY 4.00

There are 16 proposed future work hours for this grant cycle.

Erosion Control Planning for Certified Survey Map Reviews

During the first quarter of 2022, Brown County Planning Commission staff reviewed 44 certified survey map erosion control plans for conformance with the recommendations of the areawide water quality management plan. Review and comment focused on consistency with local plans, consistency with regional plans, and environmental impacts.

	April	May	June
Count	14	19	11

- Various locations

Hours: Senior Planner DY 13.20

There are 11.1 proposed future work activities for this grant cycle.

Erosion Control Planning for Sewer Service Area Amendment Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed zero sewer service area amendment erosion control plans and made zero inspections for conformance with the recommendations of the areawide water quality management plan.

Hours: Senior Planner DY 0.00

There two proposed future work activities for this grant cycle.

Erosion Control Planning for Environmentally Sensitive Area Amendment Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed two environmentally sensitive area erosion control plans and made inspections for conformance with the recommendations of the areawide water quality management plan.

Hours: Senior Planner DY 2.00

There are five proposed future work hours for this grant cycle.

Erosion Control Planning for Sewer Extension Plan Reviews and Pre-Construction Conferences

During the second quarter of 2022, Brown County Planning Commission staff reviewed seven sanitary sewer extension erosion control plans and made inspections for conformance with the recommendations of the areawide water quality management plan. Review and comment focused on consistency with local plans, consistency with regional plans, and environmental impacts.

Hours: Senior Planner DY 1.40

There are 1.8 proposed future work hours for this grant cycle.

Erosion Control Planning for Onsite Erosion Control Inspections, Education, and Monitoring Reports

During the second quarter of 2022, Brown County Planning Commission staff performed onsite erosion control inspections, provided education and monitoring reports. Review and comment focused on consistency with local plans, consistency with regional plans, and environmental impacts.

- Various locations

Hours: Senior Planner DY 15.20

There are 19.1 proposed future work hours for this grant cycle.

SUMMARY OF HOURS FOR WORK ELEMENT 2

Hours: Senior Planner DY 35.80

WORK ELEMENT 3

STORMWATER MANAGEMENT PLAN REVIEW AND ENFORCEMENT

Storm Water Management Planning for Subdivision Plat Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed four subdivision plat erosion control plan for conformance with the recommendations of the areawide water quality management plan. Review and comment focused on consistency with local plans, consistency with regional plans, and environmental impacts. The projects were at the following locations:

April	May	June
1 – Village of Bellevue	1 – Village of Pulaski	
	1 – Village of Bellevue	
	1 – Village of Hobart	

Hours: Senior Planner DY 8.00

There are 12 proposed future work activities for this grant cycle.

Storm Water Management Planning for Certified Survey Map Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed 44 certified survey map erosion control plans for conformance with the recommendations of the areawide water quality management plan. Review and comment focused on consistency with local plans, consistency with regional plans, and environmental impacts.

- Various locations

Hours: Senior Planner DY 22.00

There are 18.5 proposed future work hours for this grant cycle.

Storm Water Management Planning for Sewer Service Area Amendment Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed zero sewer service area amendment erosion control plans and made zero inspections for conformance with the recommendations of the areawide water quality management plan.

Hours: Senior Planner DY 0.00

There are 4 future work hours for this grant cycle.

Storm Water Management Planning for Environmentally Sensitive Area Amendment Reviews

During the second quarter of 2022, Brown County Planning Commission staff reviewed two environmentally sensitive area erosion control plans and made two inspections for conformance with the recommendations of the areawide water quality management plan.

Hours: Senior Planner DY 4.00

There are 12 proposed future work hours for this grant cycle.

Storm Water Management Planning for Sewer Extension Plan Reviews and Pre-Construction Conferences

During the second quarter of 2022, Brown County Planning Commission staff reviewed 7 sanitary sewer extension erosion control plans and made inspections for conformance with the recommendations of the areawide water quality management plan. Review and comment focused on consistency with local plans, consistency with regional plans, and environmental impacts. The projects were at the following locations:

- 1 – Village of Bellevue
- 1 – Town of Lawrence
- 1 – Village of Ashwaubenon
- 1 – Village of Suamico
- 1 – Village of Howard
- 1 – City of De Pere
- 1 – City of Green Bay

Hours: Senior Planner DY 1.4

There is 1.0 proposed future work hour for this grant cycle.

Storm Water Management Planning for Onsite Erosion Control Inspections, Education, and Monitoring Reports

During the second quarter of 2022, Brown County Planning Commission staff performed onsite storm water management inspections, provided education and monitoring reports. Review and comment focused on consistency with local plans, consistency with regional plans, and environmental impacts.

- Various locations

Hours: Senior Planner DY 15.20

There are 19.1 proposed future work hours for this grant cycle.

SUMMARY OF HOURS FOR WORK ELEMENT 3

Hours: Senior Planner DY 50.60

FINANCIAL SUMMARY OF COSTS ELIGIBLE FOR WDNR REIMBURSEMENT

Brown County Planning Commission

Brown County, Wisconsin

First quarter 2022

January 1, 2022 through March 31, 2022

Staff	Work Element	Rate	Hours	Subtotal Expenses	Percentage Reimbursable	Eligible Reimbursement
Work Element 1						
Director	1	\$78.13	0.00	\$0.00	75%	\$0.00
Sr. Planners DY	1	\$56.49	194.0	\$10,959.06	75%	\$8,219.30
Support Staff	1	\$44.50	1.75	\$77.88	75%	\$58.41
Subtotal	--	--	195.75	\$11,036.94	75%	\$8,277.70
Work Element 2						
Sr. Planners DY	2	\$56.49	35.80	\$2,022.34	75%	\$1,516.76
Subtotal	--	--	35.80	\$2,022.34	75%	\$1,516.76
Work Element 3						
Sr. Planners DY	3	\$56.49	50.60	\$2,858.39	75%	\$2,143.80
Subtotal	--	--	50.60	\$2,858.39	75%	\$2,143.80
TOTAL	--	--	282.15	\$15,917.67	75%	\$11,938.25
Grant Funding Remaining <i>(prior to this request)</i>	--	--	--	--	--	\$24,685.19

REIMBURSEMENT AMOUNT THAT WILL BE REQUESTED: \$11,938.25