

August 15, 2013

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

RE: 2013 Work Program Contract Quarterly Report & Invoice (1st & 2nd Quarter)

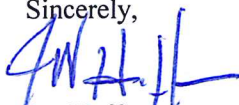
Dear Mr. Raab:

Pursuant to the 2013 contract for Water Quality Management planning, please find attached the quarterly progress report and invoice for the first and second quarter of 2013, (January-June). This invoice represents billing of the current contract in the amount of \$10,000.00. As requested, an electronic copy of this submission has been sent to fran.keally@wisconsin.gov.

The total amount for the six months' expenses under the work program is \$56,705.58.

Please find enclosed ECWRPC Invoice Number 0000711-IN dated June 30, 2013 in the amount of \$10,000. East Central, at this time, is requesting payment of the above referenced invoice. If you have any questions, please feel free to contact myself or Eric Fowle at (920) 751-4770.

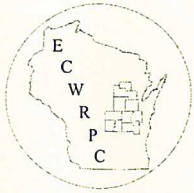
Sincerely,



Joe Huffman
Sewer Service Area Planner

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

INVOICE



East Central Wisconsin Regional Planning Commission

400 Ahnaip Street, Suite 100
Menasha, WI 54952-3311
www.eastcentralrpc.org
(920) 751-4770 Phone
(920) 751-4771 Fax

FEIN# 39-1170145
DUNS# 114028046

INVOICE NUMBER : 0000771-IN
INVOICE DATE : 6/30/2013
SALES TAX CODE : NONTAX

RYAN RAAB
WI. DEPT. OF NATURAL RESOURCES
MONITORING & MGMT SECTION
BUREAU OF WATERSHED MGMT.-WT3
PO BOX 7921
MADISON, WI 53707

CUSTOMER NUMBER : 1200WDN
CUSTOMER PO : WQM Plan 2013
SHIP VIA :
TERMS : PAYABLE UPON RECEIPT

CODE	DESCRIPTION	UNIT	QUANTITY	PRICE	AMOUNT
PROJECT	PROJECT Services rendered January-June 2013 Water Quality Management Planning grant	EA	1.00	10,000.00	10,000.00
Please reference invoice number with remittance.				Net Invoice:	10,000.00
				Freight:	0.00
				Sales Tax:	0.00
INVOICE TOTAL					10,000.00

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – JANUARY, 2013
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

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

- o Priority development areas were determined for the 2030 Brillion SSA plan update. The identified areas were cross-referenced to the calculated acreage allocations for the service area. Acreage additions were then placed within the priority areas for comparisons. In addition, an informational meeting was scheduled with the Town of Rantoul in mid-January.
- o The Fond du Lac SSA existing land use data was further refined with respect to environmental features. Future land use was updated for the Town of Calumet based on a comprehensive plan submitted by the Town. The Outside Sewer Group continued to meet to determine a 50 year growth scenario for communities contributing wastewater to the Fond du Lac treatment plant.

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

- o Summary of proceedings were completed from the December 12, 2012 Community Facilities Committee meeting.
- o Staff facilitated the January 25, 2013 Community Facilities Committee meeting approving Resolution 6-13 approving the 2020 Poygan SSA update. Efforts began to finalize the mapping and document text for WDNR certification.

Sewer Extension / Facilities Plan Reviews

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

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

Other

- o Staff continued to work with the Town of Algoma and its design to consolidate with the Omro SD. #1. Discussions included the potential for an amendment to the 2030 Oshkosh SSA giving rise to the development of planning area amendment policies. Contractual issues for service provision continued with the City of Omro. This issue has since been discussed with the WDNR via a conference call in which the Designated Management Agency status and the requirement of facilities planning were topics of discussion.

Expenditures for January, 2013 totaled \$10,508.96

WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – FEBRUARY, 2013 EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION

SSA Plan Updates & Mapping

East Central staff continued to work on sewer service area activities as follows:

- Document text for the 2030 Sherwood SSA plan update was submitted to the Village of Sherwood to solicit comments.
- A draft acreage allocation mapping and data tables were prepared and submitted the information to the City of Brillion, Town of Brillion and Town of Rantoul for their review and comment. Future meetings with the various plan commissions will be scheduled to resolve any conflicts. Staff continued to edit and update the Brillion SSA plan text.
- Staff began preparing the final draft text and draft mapping for the recently approved 2020 Poygan SSA plan update. The draft plan was then submitted to the WDNR for certification.
- The Fond du Lac Outside Sewer Group executive committee continued to meet to update their 50 year growth plan.

Sewer Extension / Facilities Plan Reviews

No reviews or approvals were conducted.

Other

- Discussions were held with the City of Oshkosh regarding a potential amendment request to the 2030 Oshkosh SSA.
- Follow-up conversations and meetings with the Algoma S.D. regarding a continued push to amend the 2030 Oshkosh SSA. In addition, information was relayed to the district based on a previous conference call with the WDNR in January, 2013.
- Staff completed the summary of proceedings from the January 25, 2013 Community Facilities Committee meeting. Efforts began to create the agenda and meeting memo for the March 13, 2013 CFC scheduled meeting.
- Prepared the 2012 3rd and 4th quarter Water Quality Management billing reports. The 2013 Water Quality Management Application was prepared and submitted to the WDNR.
- Additional information and data was submitted to the Wisconsin Geological and Natural History Survey regarding the Soil/Water Balance Model. This project when completed by the WGNHS has the potential for incorporation in sewer service area planning.

Expenditures for February, 2013 totaled \$9,608.55

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – MARCH, 2013
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

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

- Staff completed the sewer infrastructure data collection and mapping for the 2030 Brillion SSA plan update. Document updates including the latest CMAR data, physical location descriptions, current land use and development scenarios were written.
- Staff processed soils data for limiting conditions, (steep slopes, high bedrock and groundwater), for the 2030 Fond du Lac SSA plan update including acreage totals and mapping. Other environmental features including hydrology and buffer creations were also determined and refined where necessary.

Reviews

The following projects were received, reviewed and commented on:

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

Other

- Staff developed potential scenarios requiring planning area amendments and proposed remedies or solutions via the amendment process.
- Staff received and reviewed a sewer service area amendment for the 2030 Oshkosh SSA. This request has been scheduled for action at the march 13, 2013 Community Facilities Committee. The CFC subsequently approved this amendment request as presented by staff.
- Staff completed the summary of proceedings from the March 13, 2013 CFC meeting. The 2030 Oshkosh amendment request was prepared for submittal to the WDNR for final approval.
- Staff prepared graphic displays for the "Weigh in on Winnebago" project identifying communities with approved SSA plans, water treatment services and on-site private wastewater treatment systems.
- Staff made updates the Regional Plat file data.

Expenditures for March, 2013 totaled \$9,079.11

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – APRIL, 2013
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

East Central staff continued to work on the 2030 SSA Fond du Lac, Brillion and Embarrass-Cloverleaf Plan Updates as follows:

- Staff began preparations for a public informational and public hearing meeting for the 2030 Brillion SSA plan update. This public hearing was scheduled for early-May, 2013.
- Staff prepared final mapping for the updated Embarrass-Cloverleaf SSA plan. This WDNR certified plan was being prepared for posting on the Commission’s website.
- The Fond du Lac Outside Sewer Group executive committee continued to meet to update their long-term development strategies as related to those communities being served by the Fond du Lac wastewater treatment facility.

Sewer Extension / Facilities Plan Reviews

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

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

Other

- Staff attended a series of steering committee meetings, conference calls and a public hearing on the “Weigh in on Winnebago” project.
- Staff met with and discussed a potential amendment request for the 2030 Grand Chute-Menasha West SSA being initiated by the Greenville Sanitary District.
- Staff completed the 2030 Oshkosh amendment packet and submitted this information to the WDNR for final approval.
- Staff prepared a regional sanitary district map for the Commission’s 2012 Annual Report.
- Staff discussed with the WDNR the potential for a Designated Management Agency status change for the now dissolved Omro Sanitary District, (Omro SSA plan), due to a consolidation effort with the Algoma Sanitary District, (2030 Oshkosh plan).

Expenditures for April, 2013 totaled \$8,626.73

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – MAY, 2013
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

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

- Staff held a public hearing and informational hearing for the 2030 Brillion SSA plan update on May 6, 2013 at the Brillion Community Center.
- Staff attended the Village of Sherwood Board meeting to address the status of the SSA plan update. This plan has been stalled as a result of opposition to the Village’s “Firelane 12/13 Serviceability Study”. Staff has repeatedly requested the revised version of the study be released in electronic format for distribution to affected communities. To date this has not happened.

Sewer Extension / Facilities Plan Reviews

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

○ Private Laterals: 2	○ Public Interceptors: 0
○ Private Interceptor: 0	○ Preliminary/Final Subdivision Plats: 0
○ Sewer Extensions: 3	○ Facilities Plans: 0
○ Lift Stations: 0	

Other

- Staff attended a Town of Greenville Plan Commission meeting to address the site plan for an impending amendment request for the 2030 Grand Chute-Menasha West SSA plan. Subsequently, this request was scheduled for action at the scheduled June 12, 2013 Community Facilities Committee meeting.
- Staff assisted a private consultant for a comprehensive plan update by supplying sewer service area data for the Town of Winneconne and the Winneconne SSA.
- Staff met with the Town of Winneconne to discuss municipal services related to sewer/unsewered development. This project was selected by the Commission as a technical assistance for the Town of Winneconne.
- Staff met with Town of Clayton officials, as part of a technical assistance project, to discuss municipal services provision. Options explored included sewer service viability, water service and the challenges the Town faces to provide those services.
- Staff began the review process for the Town of Greenville SSA amendment request.
- Staff continued to be involved with steering committee meetings related to the “Weigh in on Winnebago” project.
- Staff continued to develop planning area amendment concepts and policy suggestions.
- Staff made road right-of-way updates to the 2030 Neenah-Menasha SSA.

Expenditures for May, 2013 totaled \$9,780.91

**WDNR WATER QUALITY PLANNING PROGRAM PROGRESS REPORT – JUNE, 2013
EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION**

SSA Plan Updates & Mapping

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

- Staff attended the Town of Rantoul Board meeting whereby the results of the May public hearing were given. Presentation of the draft 2030 Brillion SSA update, as related to the Town of Rantoul, was also reviewed. The town of Rantoul Board approved its portion of the 2030 Brillion SSA plan as presented.
- Staff submitted comments to the Town of Brillion leadership regarding a slight controversy pertaining to one property owner the Town feels should be removed from the **existing** Brillion SSA. Staff requested to be on the Town’s Plan Commission agenda for July, 2013 to further discuss this issue.
- The Fond du Lac Outside Sewer Group executive committee continued to meet to update their long-term development strategies as related to those communities being served by the Fond du Lac wastewater treatment facility.

Reviews

The following projects were received, reviewed and commented on:

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

Other

- Staff prepared and mailed the agenda and meeting memo for the June 12, 2013 CFC meeting to committee members. This agenda included the 2030 Grand Chute-Menasha West amendment request brought by the Town of Greenville. Subsequently approved, staff completed the summary of proceedings and amendment packet which was submitted to the WDNR for final approval.
- Staff met with the Town of Winneconne Plan Commission to continue discussions regarding sewer and unsewered development issues.
- Staff met with Forest Junction officials to discuss sewer service planning issues and the potential wastewater facilities planning. Population projections were also developed for the Town of Brillion and were used as part of these discussions.
- The Commission facilitated “Weigh in on Winnebago” team meetings.

Expenditures for June, 2013 totaled \$9,101.32