

Directors Annual Report To The Commission – August 2016

1) Staffing Succession / Knowledge Transfer:

- Three new employees have been hired in the past year.
An aggressive training program for the new hires is being administered by Kevin. Also, written “Standard Operating Procedures” (SOP’s) have been prepared for major equipment, and the operations of plant treatment processes.
- Two experienced employees are poised for, and have received advanced training, for promotions to new positions in September.
- The District Directors position is being advertised.
- Cross-training is continuing at all District employee positions.
- An administrative functions folder is being developed to aid in the transition to a new Director.
- District employees are member of, and are offered and encouraged to attend training opportunities provided through WEF, CSWEA, WWOA, and other professional organizations. Forman, Dustin Jerabek, is serving as the Chairman of the Lake Michigan District of WWOA in 2016.

2) Capital Improvements Plan / Program:

- A 5-Year capital plan is being developed and should be included in the 2017 budget document this fall.
- The asset management programs life expectancy and condition and criticality ratings of equipment are used in the determination of need, and timing of repair or replacements.

3) Cost containment and management:

- Staff are continually utilizing chemical optimization strategies and purchase cost shopping to control cost. Kevin recently found cost saving with a change in vendor for Ferric sulfate.
- The District is partnering with the University of Wisconsin – Milwaukee in an assessment program. The U. W. Department of Mechanical Engineering staff and students will conduct an in-depth technical assessment of the Districts electrical systems, at no cost to the District. These activities are to occur in September, with detailed data and analysis results for decision support provided.
- The annual practice of pre-purchasing, during late summer low gas cost cycles, of a portion of the anticipated winter natural gas use continues.

4) Performance Evaluation Program:

- A computer managed employee performance evaluation program (Neogov) was put into place in 2016, with initial reviews performed in May/June. These evaluations were utilized in determining the merit bonus amounts awarded to employees at mid-year.
- A second set of evaluations will occur this fall, and semi-annual evaluations will be scheduled each year going forward.

5) Community Information Exchange:

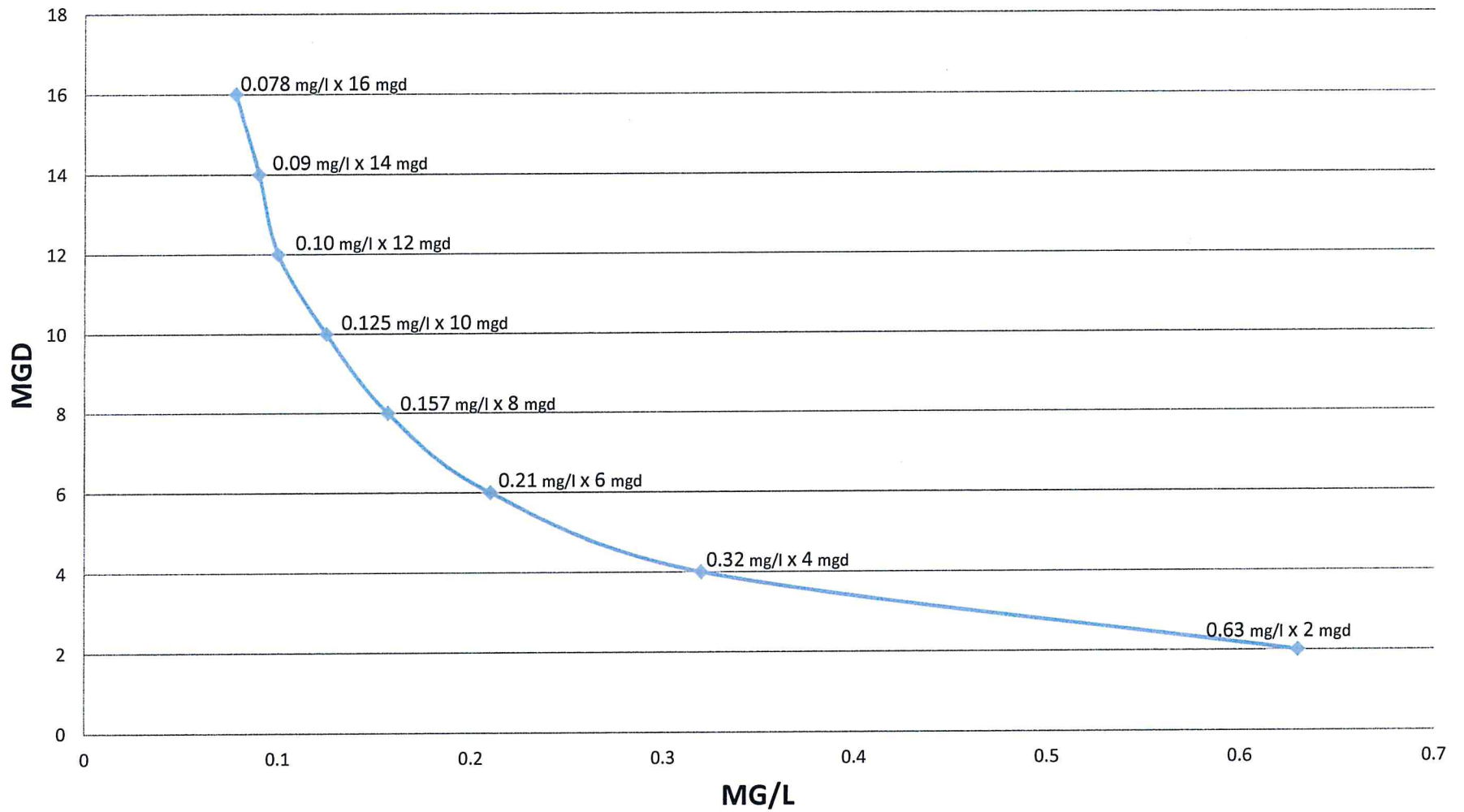
- In April, the District held its annual meeting with the Communities. Donohue Assoc. presented findings from their antecedent moisture modeling program. Tammy K. highlighted how the Community successes in I & I removal are evident from the modeling results, and how important it is for all Communities to continue I & I removal efforts

- In June, I met with four of the five District communities. I presented information on the alternate billing method change made by the District in April, how District budget amounts have changed over the past 12 years, and presented District permit renewal issues such as new discharge limit changes, and the potential fiscal impacts related to these issues.
- 6) East Central Wisconsin Regional Planning Commission:
- The ECWRPC will be providing GIS mapping services to the District in 2016. East Central will be mapping the Districts collection system manholes, at no cost to the District.
- 7) District Depositories:
- Following a recommendation of the Districts auditors, Dawn headed up an effort to expand/diversify the Districts investment pool. Several local Credit Unions were added as District depositories.
- 8) Interceptor System Televising:
- Great Lakes T V and Seal has been retained by the District to perform 100% interceptor piping and manholes televising in 2016. Great Lakes will be provided a written report containing system condition assessments and recommendations, as well as copies of the televising tapes.
- 9) Woodlot Management:
- Burmeister Logging, Seymour, has agreed to provide a timber harvest proposal for the Districts woodlots. This is to include marking the timber sale, calculate the harvest volumes, and administer the timber harvest.
- 10) Little Chute Bridge:
- The Little Chute bridge became available for District use on July 25, 2016.
- 11) Biostyr Building Repairs:
- In August, Boldt Construction and Raise Rite performed foundation stabilization repairs to the Biostyr building stairway.
- 12) Permit Renewal Issues:
- The "Public Notice", and "Notification to Permit Holder", for Permit Re-issuance, will be forthcoming in the next week or two, per permit writer Amanda Minks, WDNR. There is a 45 day review and comment period preceding the public hearing, a one week review period following the hearing, and then Permit issuance. The Permit effective date is anticipated to be January 1, 2016.
 - The "Draft" Permit provided to us indicated new Phosphorus (P) limits of 10.5 lbs/day as a 6-month average, and 31.5 lbs/day as a monthly average. And Total Suspended Solids (TSS) limits of 801 lbs/day as a monthly average, and 1,345 lbs/day as a weekly average. The summary sheet provided show the results of calculations of HOV effluent quality compared to the new proposed limits from 2008 through mid-year 2016. For (P) the District would have been in compliance to the monthly limit every month. However, the 6-month limit would have been violated 10 of 17 times, and if considered without Fox Energy's water use, the effluent would have been in violation 16 of 17 times. (TSS) effluent during the same period would have had 10 monthly violations and 17 weekly violation of effluent quality. And without counting Fox Energy water use there would have been 30 monthly and 24

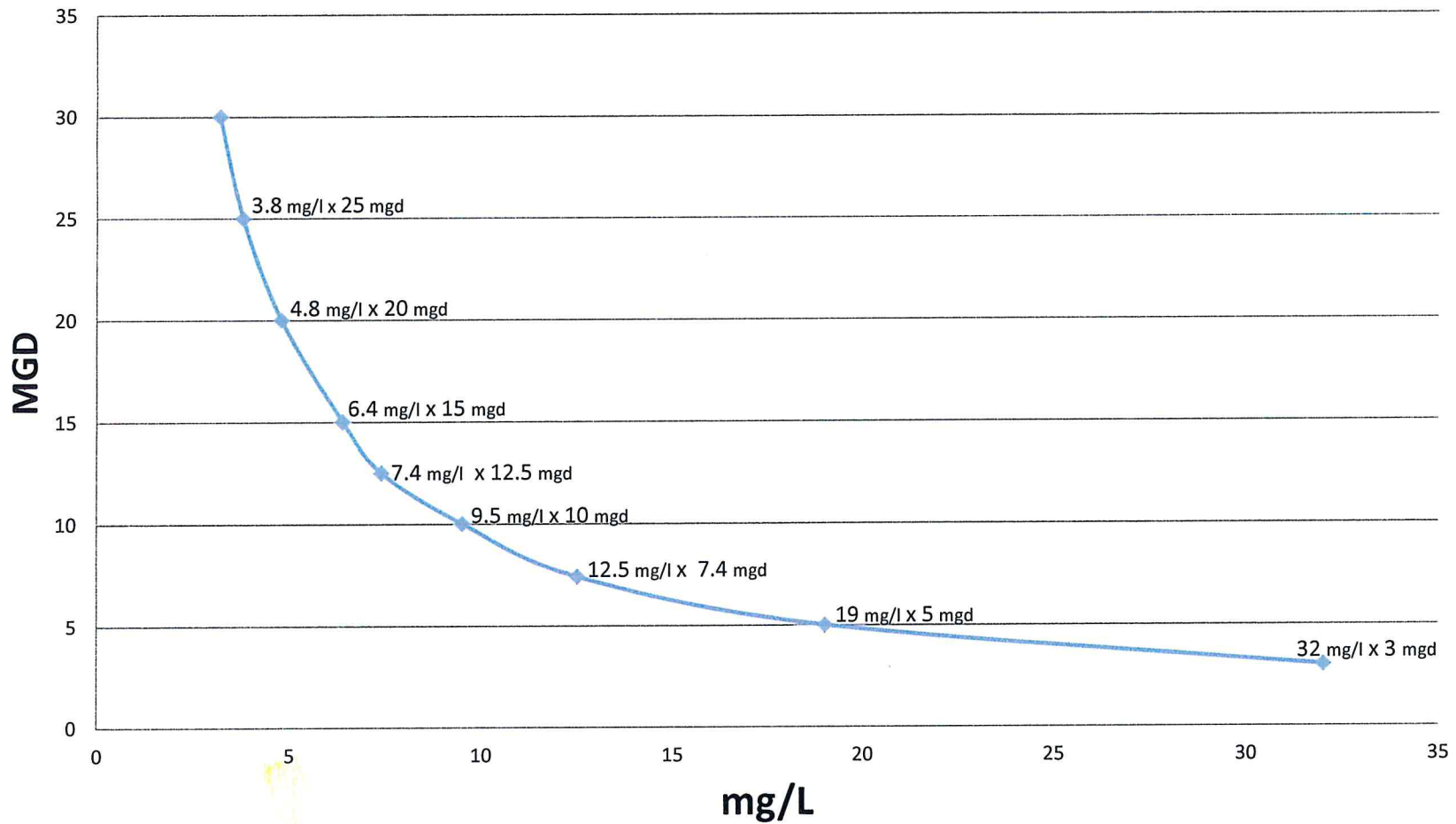
weekly violations. These findings illustrate that something will need to be done if HOV is to bring its effluent into compliance under the new Permit system. I feel an engineering firm should be retained by the District to evaluate options and costs. Also, the potential for Water Quality Trading credits should be pursued.

- DNR forms 8700-nnn and 3400-207 are being prepared for Water Quality Trading Notification and Management Practice Registration. These are the forms that must be completed by any WPDES permittee that will use water quality trading with agricultural land as a method of complying with permit limits. The District intent is to use these credits toward compliance with the phosphorus and total suspended solids limits being imposed in the new Permit. The District is in discussions with WDNR, Fox Wolf Watershed Alliance, and Outagamie County Land Conservation Office to advance the process of using Water Quality Trading credits.

Phosphorus (6-Month Ave., Permit Limit = 10.5 lbs/day)



TSS (Monthly Ave., Permit Limit = 801 lbs/day)



SUMMARY (Years 2008 through 2016)

Total Phosphorus (TP) - Past Plant Performance Compared to New Proposed Limits.

Year	Calculated With Fox Energy Water Use		Calculated Without Fox Energy Water Use	
	<u>Limit Exceeded</u>		<u>Limit Exceeded</u>	
	<u>Monthly</u>	<u>6-Month</u>	<u>Monthly</u>	<u>6-Month</u>
2016	0	1 of 1	0	1 of 1
2015	0	0 of 2	0	2 of 2
2014	0	1 of 2	0	1 of 2
2013	0	1 of 2	0	2 of 2
2012	0	0 of 2	0	2 of 2
2011	0	2 of 2	0	2 of 2
2010	0	2 of 2	0	2 of 2
2009	0	1 of 2	0	2 of 2
2008	<u>0</u>	<u>2 of 2</u>	<u>0</u>	<u>2 of 2</u>
Total				
Violations	0	10 of 17	0	16 of 17

Total Suspended Solids (TSS) - Past Plant Performance Compared to New Proposed Limits.

Year	Calculated With Fox Energy Water Use		Calculated Without Fox Energy Water Use	
	<u>Limit Exceeded</u>		<u>Limit Exceeded</u>	
	<u>Monthly</u>	<u>Weekly</u>	<u>Monthly</u>	<u>Weekly</u>
2016	0 of 6	0 of 24	0 of 6	0 of 24
2015	0 of 12	0 of 48	3 of 12	2 of 48
2014	1 of 12	2 of 48	4 of 12	3 of 48
2013	2 of 12	2 of 48	6 of 12	3 of 48
2012	0 of 12	1 of 48	6 of 12	3 of 48
2011	2 of 12	5 of 48	5 of 12	5 of 48
2010	3 of 12	4 of 48	4 of 12	5 of 48
2009	0 of 12	0 of 48	0 of 12	0 of 48
2008	<u>2 of 12</u>	<u>3 of 48</u>	<u>2 of 12</u>	<u>3 of 48</u>
Total				
Violations	10	17	30	24

Phosphorus Analysis - 6 Month TMDL Periods vs Treatment Plant Performance

(6-Month Periods for TMDL "Phosphorus" are Winter - November through April and Summer - May through October)

Year	Season	Days	Limit	<u>Effluent</u>	<u>Difference</u>		<u>Influent</u>	<u>Difference</u>	
		in	10.5		lbs	lbs/day		lbs	lbs
		Period	lbs/day	lbs.	lbs	lbs/day	lbs	lbs	lbs/day
2016	Winter	182	1911	2012	101	0.555	3092	1181	6.489
	Summer	184	1932						
2015	Winter	181	1901	1810	<		2844	943	5.210
	Summer	184	1932	1845	<		3683	1751	9.516
2014	Winter	181	1901	1590	<		1866	<	
	Summer	184	1932	2227	295	1.603	3039	1107	6.016
2013	Winter	181	1901	1727	<		2174	273	1.508
	Summer	184	1932	1693	<		2435	503	2.734
2012	Winter	182	1911	1458	<		2064	153	0.841
	Summer	184	1932	1488	<		2805	873	4.745
2011	Winter	181	1901	2552	651	3.597	2821	920	5.083
	Summer	184	1932	2026	94	0.511	2643	711	3.864
2010	Winter	181	1901	2000	99	0.547	2078	177	0.978
	Summer	184	1932	3129	1197	6.505	3502	1570	8.533
2009	Winter	181	1901	1684	<		1783	<	
	Summer	184	1932	2859	927	5.038	3280	1348	7.326
2008	Winter	182	1911	2960	1049	5.764	3196	1285	7.060
	Summer	184	1932	2593	661	3.590	2948	1016	5.522