



# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

June 3, 2014

Agenda Item: #4

Project/Item Name: Downtown parking

Location: Downtown

Requested Action: Discussion on downtown parking regulations

Staff Report/Description: Staff has found inconsistencies with existing signage versus existing parking ordinances in the downtown area. Maps are attached outlining changes from existing ordinance to proposed downtown parking restrictions. Letter was sent to landowners abutting areas of proposed parking changes soliciting input at the June Board of Public Works meeting.

Attachments: Existing downtown parking restrictions by ordinance and proposed downtown parking restrictions



## **CITY OF ONALASKA**

415 MAIN STREET  
ONALASKA, WISCONSIN 54650-2953  
[www.cityofonalaska.com](http://www.cityofonalaska.com)

**Engineering/Public Works Dept.**  
PHONE: (608) 781-9537  
FAX: (608) 781-9506

May 14, 2014

Dear Resident/Property Owner/Business Owner:

This notice is to inform you that the City of Onalaska Board of Public Works is considering a proposal to alter downtown parking restrictions. Please find attached a map showing the existing downtown parking restrictions and a map with the proposed downtown area parking restrictions.

This issue will be discussed at the next Board of Public Works Meeting, which will be held at the City Hall Council Chambers, 415 Main Street, Onalaska, on Tuesday, June 3, 2014 at 6:30 PM. At this time your concerns, opinions and questions will be heard.

If you are unable to attend the meeting you may address your concerns to:

City of Onalaska,  
Attn: C. Jarrod Holter  
415 Main Street  
Onalaska, WI 54650  
[jholter@cityofonalaska.com](mailto:jholter@cityofonalaska.com)

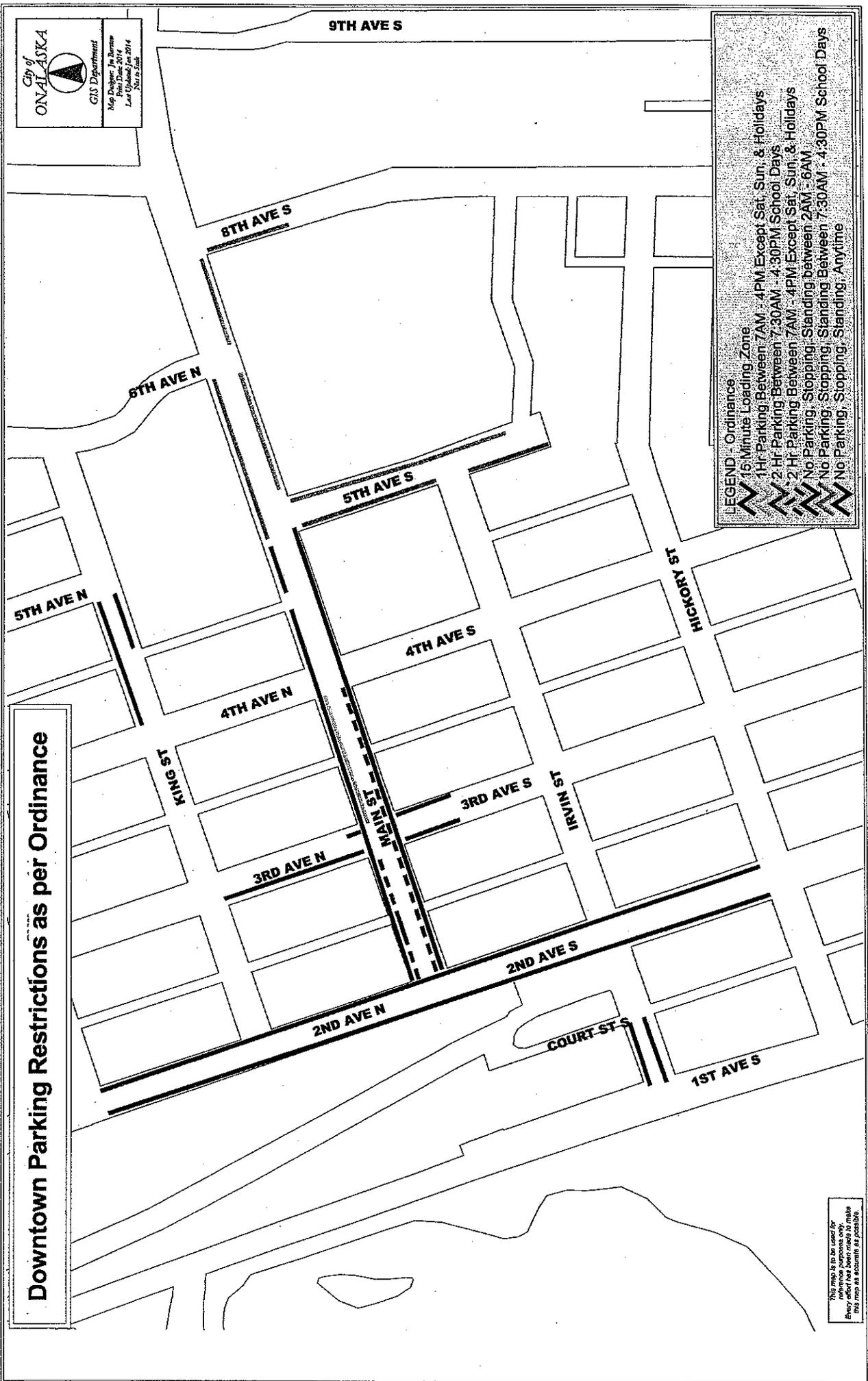
Sincerely,

C. Jarrod Holter  
City Engineer

Encls.

CJH/vb

**Downtown Parking Restrictions as per Ordinance**

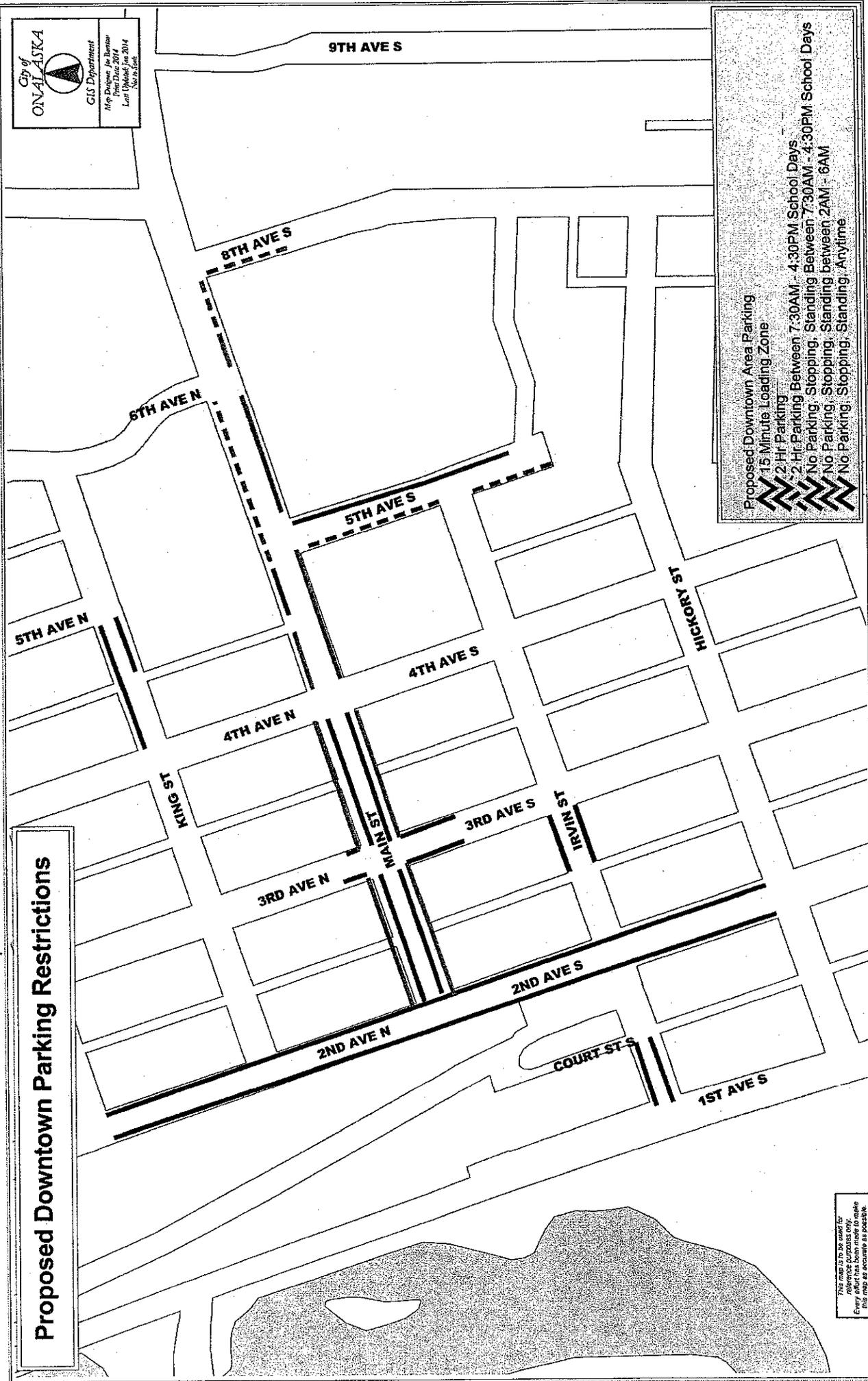


**LEGEND - Ordinance**

- 15 Minute Loading Zone
- 1 Hr Parking Between 7AM - 4PM Except Sat, Sun, & Holidays
- 2 Hr Parking Between 7:30AM - 4:30PM School Days
- 2 Hr Parking Between 7AM - 4PM Except Sat, Sun, & Holidays
- No Parking, Stopping, Standing between 2AM - 6AM
- No Parking, Stopping, Standing Between 7:30AM - 4:30PM School Days
- No Parking, Stopping, Standing, Anytime

This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

**Proposed Downtown Parking Restrictions**



Proposed Downtown Area Parking
   
 15 Minute Loading Zone
   
 2 Hr Parking
   
 No Parking, Stopping, Standing Between 7:30AM - 4:30PM School Days
   
 No Parking, Stopping, Standing Between 7:30AM - 4:30PM School Days
   
 No Parking, Stopping, Standing Between 2AM - 6AM
   
 No Parking, Stopping, Standing, Anytime

This map is to be used for reference purposes only. Every effort has been made to make this map as accurate as possible.

# **STAFF REVIEW SUMMARY**

## **CITY OF ONALASKA BOARD OF PUBLIC WORKS**

June 3, 2014

**Agenda Item:** #5

**Project/Item Name:** Utility bill 2210 Franklin Street

**Location:** 2210 Franklin Street

**Requested Action:** Discussion on utility bill

**Staff Report/Description:** Owner is requesting utility bill be lowered. Readings taken show unusually high consumption. Public Service Commission has concurred with City staff to charge the customer the average of usage since a new meter was installed. The proposed utility bill amount is included in the attachments.

**Attachments:** Existing utility bill, proposed utility bill amount

**2210 FRANKLIN ST**

05/01/14 1  
05/21/14 188

187 Cubic Ft in 21 days  
187/21=8.9  
8.9\*94 days in April Bill = 836.6

<u>Metered Rates</u>	<u>Rates</u>	<u>Consumption/100</u>	<u>Total</u>
Water	\$1.15	8.366	9.62
Sewer Treat	\$1.23	8.366	10.29
Sewer Trans	\$1.30	8.366	10.88

30.79

Water Flat	\$14.25
Water Metered	\$9.62
Sewer Flat	\$6.25
Sewer Treatment	\$10.29
Sewer Transmission	\$10.88
Storm Water	\$15.13

**Total Bill** **\$66.42**



CITY OF ONALASKA  
 415 Main St.  
 Onalaska, WI 54650  
 (608) 781-9543



BRADY & BONNE HARDING  
 2210 FRANKLIN ST  
 ONALASKA WI 54650

Account Number	Amount Due
1-10084-01	\$3,548.07
Due Date	After Due Date Pay
04/20/2014	\$3,648.24
Account Name	
BRADY & BONNE HARDING	
Service Address	
2210 FRANKLIN ST	
Amount Enclosed	

There will be a charge on all returned checks.  
 Please return this portion with your payment.  
 When paying in person please bring both portions of this bill.

CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS

Name		Service Address			Account Number	
BRADY & BONNE HARDING		2210 FRANKLIN ST			1-10084-01	
Status	Service Dates			Bill Date	Penalty Date	Due Date
	From	To	#Days			
ACTIVE	12/09/2013	03/13/2014	94	04/01/2014	04/20/2014	04/20/2014

PREVIOUS BALANCE 205.80  
 PENALTIES 3.00

-----CURRENT-----      -----PREVIOUS-----  
 DATE      READING      DATE      READING  
 03/13/2014      3670      12/09/2013      3980

PAST DUE AMOUNT \$208.80

USAGE  
 99690 WTR CONSMPT 781.23  
 WTR FLAT FEE 14.25  
 SWR FLAT FEE 6.50  
 1960.00SWR TREATMNT 1,226.19  
 1960.00SWR TRANSMT 1,295.97  
 STRM WTR ERD 15.13

CURRENT BILL \$3,339.27

AMOUNT DUE \$3,548.07  
 AMOUNT DUE AFTER 04/20/2014 \$3,648.24

# STAFF REVIEW SUMMARY

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

June 3, 2014

Agenda Item: #6

Project/Item Name: Emerald Ash Borer

Location: Citywide

Requested Action: Discussion on treatment of Ash trees

Staff Report/Description: The Emerald Ash Borer has been found within the City of Onalaska, if existing Ash trees are not treated they will perish. The Emerald Ash Borer plan outlined treating trees equal to and over fourteen inches in diameter. If the City chooses to treat these trees it should begin in 2014. The Parks Department has already begun treatment of some trees they deemed important due to location next to shelters, ball fields, etc.

Attachments: Emerald Ash Borer plan

# City of Onalaska Emerald Ash Borer Plan



Source: David Cappaert, Michigan State University, Bugwood.org

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Prepared by:  
Bluestem Forestry Consulting, Inc.  
Kelli Tuttle, President  
49910 South Loop Road  
Drummond, WI 54832  
(715)739-6831

April 16, 2014

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# INTRODUCTION & EXECUTIVE SUMMARY

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Emerald ash borer (EAB) was confirmed in Onalaska on December 6, 2013. The goal of this plan is to outline activities that will manage the public ash tree population within the City. This plan will identify the essential personnel, resources, procedures and cost to manage the emerald ash borer on city properties based on scientific findings, public comment and staff advice.

Some findings/recommendations of this plan include:

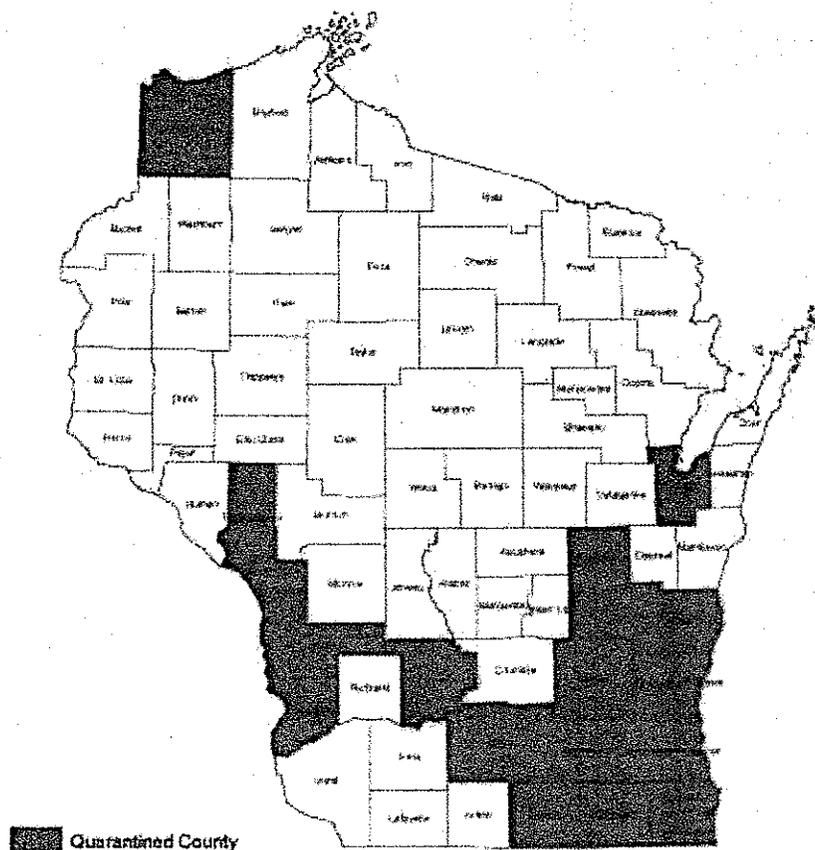
- ≈ The effects of EAB appear quickly once an infestation is confirmed within a community. Infested trees can quickly become public safety hazards and increase risk. EAB was confirmed in Onalaska on December 6, 2013.
- ≈ There are no "silver bullets" to eradicate this pest. However, effective chemical treatments will preserve trees if applied prior to or shortly after infestation.
- ≈ Based on public tree inventory data collected in 2009 there are 1,820 ash trees on public properties in Onalaska. Areas inventoried included parks, street rights-of-way and the city cemetery. A map can be found as Attachment 1.
- ≈ Ash trees total 25.7% of the total inventoried public tree population. All of these ash trees are susceptible to EAB.
- ≈ 1,346 ash trees are located on street rights-of-way, 434 in city parks and 40 in the city cemetery.
- ≈ The most common species of ash within Onalaska is green ash (1,614 trees) followed by white ash (153 trees) and black ash (53 trees). Mountain ash is not a true ash and is therefore not susceptible to EAB.
- ≈ The average ash diameter is 8.4" at breast height (4.5' above ground). This is a relatively small diameter.
- ≈ The most common method of chemical treatment used to prevent EAB infestation in ash trees is TREE-age®. This chemical is injected into the trunk of the tree using the Arborjet system by a certified pesticide applicator. Onalaska has both the Arborjet injection system and a certified pesticide applicator.
- ≈ Public open house sessions were held in February and March, 2014 and a survey form was posted on the municipal website to determine public opinion regarding removals vs. chemical treatment and replanting. Based on comment, it was determined that the public greatly favors replanting ash that have been removed and there is concern regarding chemical use and its effects on the larger environment.
- ≈ Bluestem recommends chemically treating healthy ash with diameters greater than or equal to 14". Chemical treatments are very effective, but must be applied biannually (every other year). 172 trees are recommended for preservation using treatments. The bulk of these trees are found in parks.
- ≈ Chemical treatment is only recommended for 9.4% of the population due to public concerns about chemical usage. Only the largest, healthiest trees were selected for preservation with the intention that the treatment program be re-evaluated prior to each application.
- ≈ It will require a 5 person crew approximately 165 days to complete the tree removals. This is 33 weeks with a 5 person crew.
- ≈ The cost to replant each ash removed (planted by contractor) is \$494,400.

## Significance of Emerald Ash Borer

The Emerald Ash Borer (*Agrilus planipennis*) is an exotic pest native to Asia that was identified in southeastern Michigan near Detroit in the summer of 2002. The adult beetles munch on ash foliage but cause little damage. The real damage is caused by the EAB larvae that feed on the inner bark of ash trees, disrupting the tree's ability to transport water and nutrients. It is suspected that the insect was initially introduced to the United States via solid wood packing material carried in cargo ships or airplanes originating in its native Asia. Thousands of dead and dying ash trees were infested indicating the EAB had been introduced several years prior to 2002. Before it was detected, EAB spread to several other states unchecked by regulation or control. Efforts to eradicate EAB have been unsuccessful in part because infestations are usually well established before they are detected. Additional information can be found as Attachment 2.

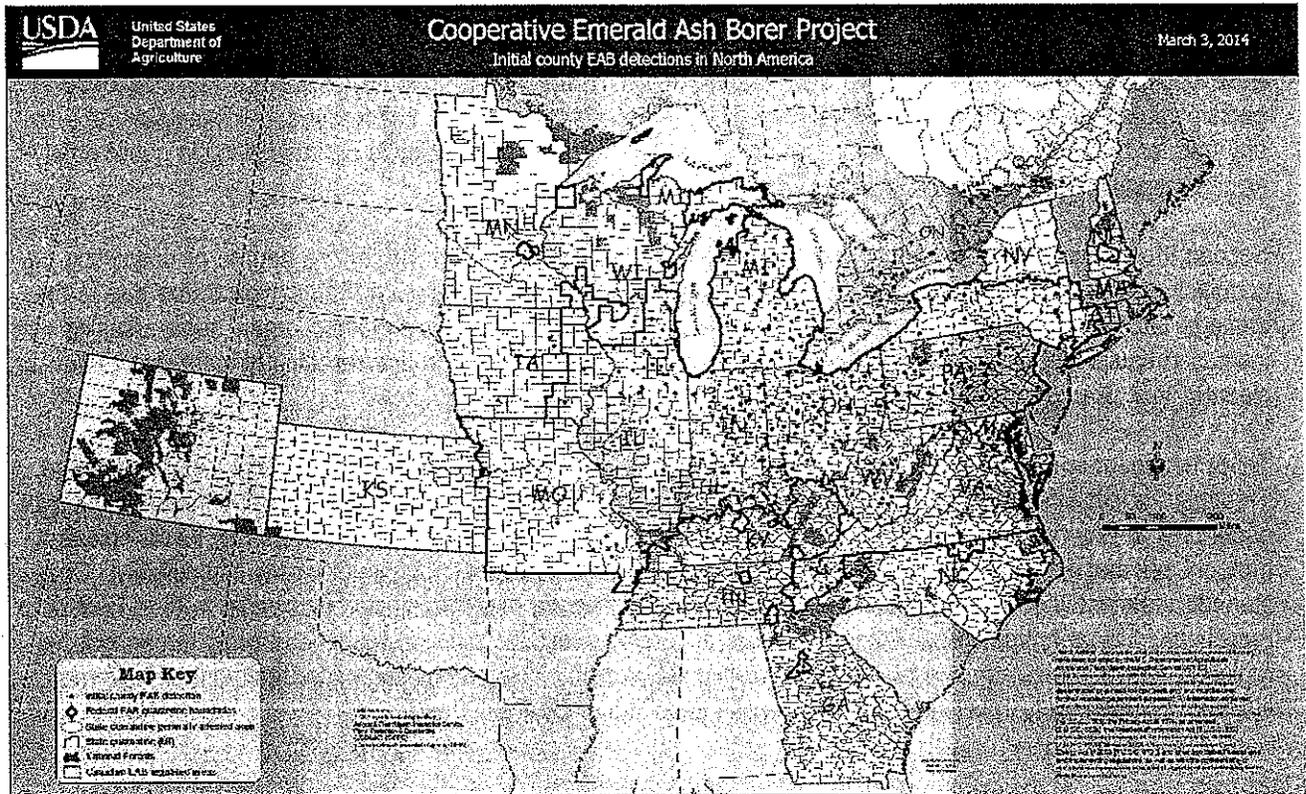
No North American ash species have been found to be resistant to EAB. Nearly all untreated, infested ash trees die within a few years of infestation. Twenty counties in Wisconsin are under a quarantine that restricts the movement of certain items such as hardwood firewood that could transport the pest.

### Emerald Ash Borer Quarantined Counties



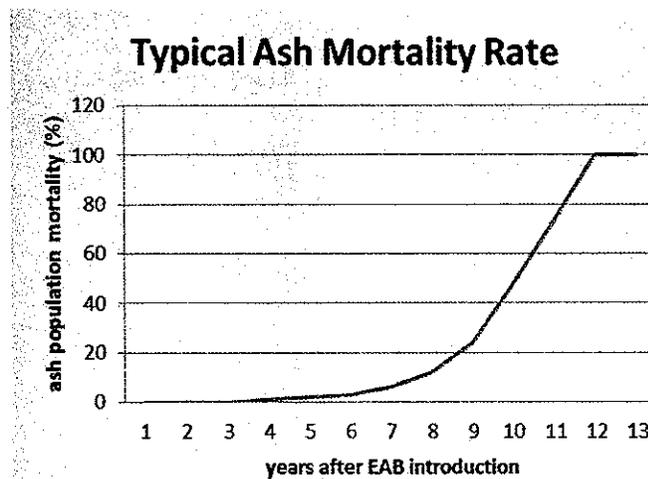
Wisconsin Department of Agriculture, Trade and Consumer Protection map of quarantined counties in Wisconsin as of 11-26-2014.

Nationwide detections as of March 3, 2014.



USDA APHIS map of national EAB detections as of 3-3-2014.

Because EAB is already confirmed and established in Onalaska, actions need to take place quickly. The graph below illustrates the ash mortality rate beginning at infestation until death. While the timeline may seem to stretch over many years, it is estimated that Onalaska is at year five or six. Ash mortality begins to greatly increase between years six and seven. Onalaska can expect ash mortality to increase dramatically in the next year or two.



Waiting to begin activities is not an option for three primary reasons.

First, public safety is paramount. To wait and tackle this issue when 1,820 ash trees are standing dead in parks/cemetery areas and on street rights-of-way creates an enormous public safety issue. Allowing ash trees, or any tree for that matter, to remain dead or with major dieback in a municipality is an unacceptable public safety risk. Removals and treatments should begin immediately to avoid this scenario.

Second, tree removal time and equipment maintenance cost is greatly affected by the degree of deadwood or condition of a tree. Experience has shown that dead ash trees dry more quickly than a typical tree due to the damage caused by the insect. Dead ash dull saw blades much more quickly than green trees resulting in increased equipment costs. Dead ash trees shatter upon impact with the ground resulting in increased removal cleanup time. Removing the tree prior to death will reduce time and cost.

Third, treatment is an option only when trees are still relatively healthy and experiencing only minor deadwood. Treatment is not effective when trees have dieback greater than approximately 25%. Ideally, treatment would begin prior to any branch death. Treatment will *not* bring dead branches and limbs back to life, it will, however, protect trees that are still living. To be effective, treatment needs to begin throughout the City immediately. Once started, treatment will need to continue in perpetuity or the tree will become infested and begin to die. EAB will remain as long as untreated ash trees remain at any level. Because ash are native and grow throughout the region in natural areas, some level of ash will always be present. This means that once treatment on any tree is stopped, EAB will likely travel from natural-area ash trees to municipal ash trees.

## Administration

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The City of Onalaska works cooperatively between departments and this plan will be administered by the elected mayor as well as the Planning/Zoning Department, Parks & Recreation Department and the Street Department.

Current contacts include:

Joe Chilson, Mayor  
Brea Grace, Land Use & Development Director, Planning/Zoning/Inspection Departments  
Jarrod Holter, City Engineer, Street Department and Utilities  
Dan Wick, Director, Parks & Recreation Department

415 Main Street  
Onalaska, WI 54650  
(608) 781-9590

## Tree Preservation

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One of the first questions that arise when a community is making decisions regarding EAB is whether to maintain an ash component within their public urban forest. Any untreated tree can be expected to die. The options that exist are:

- ✓ *Remove all ash from the public urban forest*
- ✓ *Save all suitable ash thru the use of chemical treatments*
- ✓ *Treat a portion of trees deemed significant and remove the remaining ash trees*

There are pros and cons to each choice:

### **Removing all ash from the public forest (and replanting):**

- |  |   |
|--|---|
| Pro: Costs are definitive and finite       | Con: High initial cost                          |
| Pro: No long term chemical treatment costs | Con: A unique species is lost to the forest     |
| Pro: Diverse # of species replanted        | Con: Mature trees are replaced with small trees |
|  | Con: Public sentiment against removal           |

### **Save suitable ash thru the use of chemical treatments:**

- |  |   |
|--|---|
| Pro: Ash remains a component of forest           | Con: Long term treatment costs are incurred               |
| Pro: Public is generally supportive              | Con: Potential environmental effects of chemicals unknown |
| Pro: Large trees continue contributing to forest |   |

### **Remove a portion of trees and treat a portion of trees:**

- |  |  |
|--|--|
| Pro: Ash remains a native component of forest    | Con: Long term treatment costs are incurred  |
| Pro: Reduces high initial removal costs          | Con: Public disapproval of decision criteria |
| Pro: Only trees in good condition retained       | Con: Potential effects of chemicals unknown  |
| Pro: Large trees continue contributing to forest |  |

An open house on EAB was held at City Hall on February 11, 2014 and a comment form was posted online so that people unable to attend the open house could also comment. The open house was intended to gather public opinion and educate attendees about the ash population in Onalaska and the effects of EAB. Feedback gathered indicates that the public:

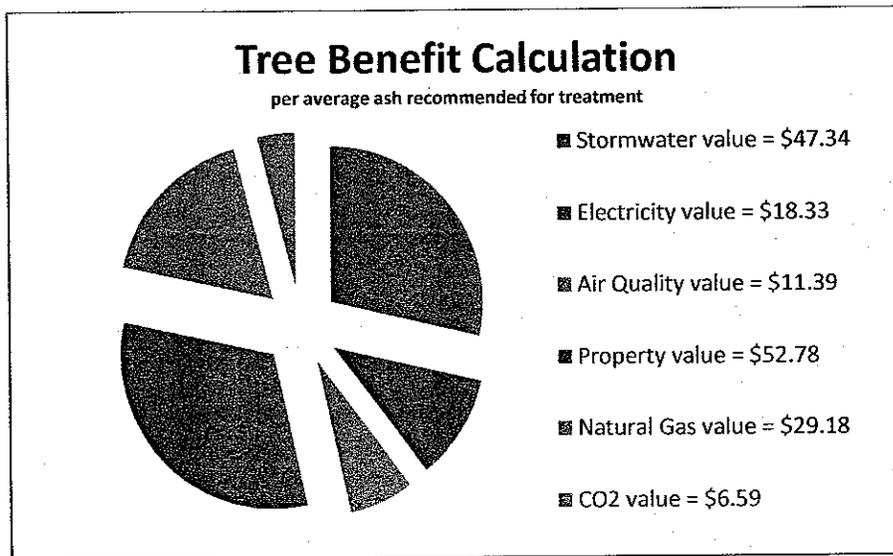
- ≈ Supports replanting ash trees lost with a diverse new tree population even if this means a slight increase in municipal funds
- ≈ Understands that most of the 1,820 ash trees in the public tree population will be removed due to EAB
- ≈ Is hesitant to use chemical treatments to preserve ash on a widespread scale due to environmental concerns

Based on this feedback and information gathered from interviews with City staff and conversations with City Council members it is recommended that only healthy, large trees be preserved. This plan recommends using chemical treatments to save 172 ash in fair to excellent condition with diameters greater than or equal to 14 inches. The average diameter tree in this category is 16.5". Of these trees, 65 can be found in parks, 101 on street rights-of-way and 6 in the City cemetery. A budget has been identified for each recommendation and can be found on page 12. The process of tree removal and preservation is meant to be fluid. It may be advantageous to

save some trees that are less than 14" in diameter if they are in particularly important locations. For instance, the ash trees at the Omni Center are not quite 14" but provide a good deal of shade during the hot summer months. The City may choose to treat some of these trees while new trees are becoming established. Each tree and circumstance should be evaluated based on relevant criteria.

Some communities are choosing to remove all public ash because it appears that chemical applications need to be continued indefinitely. Meaning, when treatments are stopped on a tree it is likely to become infested with EAB and subsequently die as a result of the insect. The treatments are meant to save the biggest and best trees in Onalaska that are providing the greatest public benefit. The benefits provided by these large trees outweigh the potential risks of using chemicals and the small cost incurred over time.

Using the National Tree Benefit Calculator developed by Casey Trees and Davey Tree Expert Co. it is estimated that one green ash in Onalaska that is recommended for preservation, with the average diameter of 16.5" provides the following environmental services:



This single average tree provides a great deal of environmental services. Multiply that by 172 ash that are recommended for treatment and the benefits are significant enough to warrant an investment in preservation. While there is likely to be some risk to using chemicals in the environment, the environmental service that these larger, healthy trees provide is pronounced and that cannot be marginalized.

The two most common treatments are soil applied and injected. The soil applied insecticide must be applied annually and are not recommended for trees over 16" in diameter. The trunk injected insecticides must be applied every-other year, can only be applied by a certified applicator and are effective are larger diameter trees. Both treatments are effective, but procedures for application including rate and timing must be followed closely. Onalaska currently has the equipment used for trunk injections and a Parks Laborer is a certified applicator. Because of this and the fact that trunk injections are the preferred method of treatment for large diameter trees, this is the best method of application for the City. More information about insecticide treatment options are discussed in Attachment 5 and additional information can be found at: [http://www.emeraldashborer.info/files/multistate\\_eab\\_insecticide\\_fact\\_sheet.pdf](http://www.emeraldashborer.info/files/multistate_eab_insecticide_fact_sheet.pdf).

Treatments are meant to be evaluated after each treatment cycle (2 years) to determine if City policy has changed. It is not envisioned that treatments continue for 20 or 30 years, they are a way to allow larger trees to provide environmental benefits while new trees are being established and can begin providing services.

## Tree Removal

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After tree preservation, 1,648 trees will remain that need removed. The average diameter of these trees is 7.5 inches at breast height. Once an infestation has been confirmed it is assumed that many trees are infested or are likely to become infested within a short period of time. As a result, it is recommended that these 1,648 public ash trees be removed within three years.

How to determine which ash trees to remove first is somewhat simplified by an infestation. Ash in poor or very poor condition are already suffering from a significant defect or health concern and need to be removed first to reduce risk. There are 62 public ash in one of these conditions. From there, the remaining trees can be removed based on efficiency and cost. It is most efficient to remove trees by zone. This will eliminate the need to jump from one part of town to another resulting in higher productivity and reduced transportation costs. Start in one zone and complete all ash removals in that zone before moving to the next. All ash trees should receive at the minimum, a windshield survey to determine if different areas of the City are experiencing dieback more quickly than others. Removal activities should be moved to these areas if that is the case.

When resources are combined, the Street & Parks/Recreation Departments will be able to remove most trees in-house. As always, each tree will need to be evaluated for removal safety and some may need to be contracted to a qualified tree removal firm. These Departments, combined, have 10 employees who are able to complete forestry activities and adequate equipment to remove most trees. Trees under utility lines need to be 'topped' to below the utility lines by the utility company at which point the City crews can remove the boles and grind the stumps. Some of the City crew received training on tree pruning and removal about two years ago. This should be updated prior to large scale removals and kept up to date during the EAB process.

While the City does have staff, it will take an enormous amount of time to complete these removals. *Time that is currently being dedicated to other activities.* A minimal amount of time is spent on forestry related activities at present. With an average diameter of 7.5" and a five person crew, approximately 10 tree removals and stump grindings can be completed daily. This means removals will take a five person crew 33 weeks of constant work. Using the goal of removing 1,648 ash over the course of three years means that a five person crew will need approximately 3 months each in years 2015-2017 dedicated to public ash tree removal. The best time to complete most forestry removal and pruning activities is in the winter months (November – March).

Similarly, the City does have adequate equipment, but the removal of 1,648 ash trees will significantly reduce the lifespan of equipment and parts. A thorough evaluation of equipment needs should be completed annually and increased equipment budgeting will be necessary to ensure equipment remains in good working order. Replacement schedules for tree removal equipment will be shortened. While the lifespan of an average chainsaw may be five years with average use, that lifespan when used in this capacity will likely be halved or more.

A definitive process for identifying trees that will be removed needs to be established. The following policy has worked well in other communities.

**Step 1:** mark trees selected for removal with pink paint (week 1)

**Step 2:** send postcard with removal information (dates, replanting plans, stump removal info, contact, etc.) to property owners (week 3)

**Step 3:** remove tree (week 5)

If homeowners wish to treat a tree that is less than 14" in diameter at their own expense they should be allowed to do so. Cover up the pink paint with grey paint and add the tree to the treated tree list. A reminder should be sent to the homeowner when treatment is due again.

The City should also consider hiring a forester in-house or via consultant to manage this crisis as well as the lengthy repercussions that can be expected, particularly replanting. At present, three departments manage forestry duties. The Planner/Zoning Inspector handles most public relations and customer issues and enforces ordinances pertaining to trees on private property. The Director of Parks & Recreation cares for park trees and supervises the employee who is providing treatments. The City Engineer (Street Department) supplies most of the staff and cares for street right-of-way trees. While all three work together well, there will be a great increase in expertise needed in all of these areas and a very large time commitment can be expected as EAB runs its course over the next few years. A forester is critical during this crisis.

After this immediate crisis, there will still be many forestry duties that cause a forester to be necessary. Onalaska has a tree population nearing 7,000 trees and they all require proper care. Nearly 1,700 trees will be removed that will need replanted. Hiring a forester would free up time for other job duties for the Planner/Zoning Inspector, City Engineer and Director of Parks & Recreation. Forestry duties will vary depending upon whether an individual is hired in-house or a consultant is utilized. An in-house forester would complete all of the following activities, but a consultant would complete only the items in **bold** text. Activities include:

- **Oversight of forestry program**
- **Negotiating contracts for tree planting and other services**
- Conducting and **updating tree inventories**
- Completing EAB treatments or **supervising their application**
- **Diggers hotline locates**
- **Providing training for staff**
- **Supervising and assisting with tree planting**
- **Watering new tree plantings**
- **Pruning newly planted trees (every 3<sup>rd</sup> year for approximately 10 years from planting date)**
- **Tracking treatment schedule**
- **Fielding questions from the public**
- **Updating City administration and council members**
- **Public and media outreach**
- **Education of public**
- **Enforcement of ordinances**
- **Coordination with state and local officials**
- Purchase equipment as needed
- **Produce templates and investigate contracting/mutual aid agreements with other communities and local utilities**
- **Investigate and arrange for wood utilization options**

Overhead costs have not been quantified for either forester option, but should be a consideration when making this important decision.

## Wood Waste Disposal

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Wood waste disposal continues to be a challenge for most communities. Fortunately, Onalaska is in a better position to dispose of ash wood waste than most communities due to the nearby French Island Xcel Energy biomass fuel plant. Xcel contracts with a local firm to provide wood chips to the plant. Today's Tree Service (608-780-1604) supplies wood chips to the Xcel plant and will accept chipped wood at no cost. Onalaska is responsible for transport to the tree service site. Onalaska has a newer chipper that will accept wood diameters nearing 14 inches. Today's Tree Service also accepts un-chipped logs, but there is a yet-to-be-determined fee for this.

Communities that are able to dispose of wood at no charge consider that a success. There are some potential markets for urban wood for higher value products such as milled wood, but in this instance, based on the fact that EAB has been confirmed, it seems most logical to chip and dispose of wood for use at the biomass plant.

## Tree Planting

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The public open houses indicated considerable support for tree planting. Responses indicated that some citizens would support a slight increase in funding for tree planting. Trees should always be included in capital improvement projects, and tree planting grants are available from Xcel Energy, but a sizeable sum needs to be budgeted for tree planting in the next budget cycle.

Based upon the greatly increased work load already being shouldered between the Street and Parks Department, tree planting would be more effective and timely if contracted out to a qualified tree care firm. Not all 1,648 will need replaced. For a tree to be replanted, it should meet the following criteria:

1. Planting on street rights-of-way should only occur on boulevards without sidewalks or boulevards with sidewalks that are a minimum of five feet in width.
2. Plant only small-growing trees under utility lines.
3. Stay recommended distances away from hydrants, intersections, driveways and other obstacles.
4. Do not plant conifers on street rights-of-way.

An extensive list of trees and cultivars suitable for planting can be found as Attachment 3. A short list by common name is found below. Maples far exceed the recommended species limits and should be planted only when special circumstances dictate. As always, match the tree size with planting site. Some suitable species include:

Good **large** selections include:  
swamp white oak (*Quercus bicolor*)  
hackberry (*Celtis occidentalis*)  
bur oak (*Quercus macrocarpa*)  
American linden (*Tilia americana*)  
elm (*Ulmus* spp.)

American Liberty elm (*Ulmus americana* 'Liberty')  
Kentucky coffeetree (*Gymnocladus dioica*)  
ginkgo (*Ginkgo biloba*)  
honeylocust (*Gleditsia triacanthos*)  
Turkish filbert (*Corylus columa*)

Good **medium** selections include:

Amur cork tree (*Phellodendron amurense*)  
river birch (*Betula nigra*)  
amur chokecherry (*Prunus maackii*)  
horsechestnuts (*Aesculus* spp.)  
amur maackia (*Maackia amurensis*)

Smaller sites can be filled with:

Japanese tree lilac (*Syringa reticulata*)  
serviceberry (*Amelanchier x grandiflora*)  
hophornbeam (*Ostrya virginiana*)  
American hornbeam (*Carpinus caroliniana*)  
crabapple (*Malus* spp.)  
Hawthorn (*Crateagus* spp.)

## Miscellaneous Concerns

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**Ordinances.** Ordinances are being revised as a portion of this project. It is recommended that they be adopted and enforced.

**Private Trees.** While private trees are not expressly a problem managed by the City, there will be impacts. Wood waste from private trees may become a problem and policies should be developed to manage the wood waste flow. Additionally, the City will need to monitor private trees for nuisances as defined by ordinances and issue notices. This is another duty the forester can complete. The City will also need to be prepared to respond to public questions about their tree and neighbor complaints about nuisance trees.

**Line Item Budget.** It is strongly recommended that a forestry line item budget be established. This will eliminate the need to campaign for forestry each year and assure that trees are being properly cared for.

**Inventory Update.** The last full inventory was completed in 2009. Typically, inventories are updated once every five years. Considering the large amount of tree work that is being performed, a complete re-inventory should be completed in 2016.

## Estimated Time and Costs

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Each activity identified in this plan has an associated cost and these appear in the following tables.

# YEAR 2015

## 2015: Hire Forester (Yearly)

OPTION 1	
TOTAL Cost (Annual Expense)	Forestry Tech Position (City): \$63,000

OPTION 2	
TOTAL Cost (Annual Expense)	OPTION B: Consulting Forester (estimated 2 days/week for 30 weeks): \$48,500

## 2015: Remove 549 ash and stumps

### 2015: Remove 549 ash & stumps beginning with poor & very poor conditions using in-house staff

DBH	# of Trees Removed Daily by 5 person crew (includes stump grinding)	Total # of Trees	Total # of Days required for a 5 person Crew to Remove 549 Trees
1-13"	10	549	55 days

### 2015: Remove 549 ash beginning with poor & very poor conditions using in-house staff. Use contractor to grind stumps.

DBH	# of Trees Removed Daily by 5 person crew	Total # of Trees	Cost of Contracted Stump Grinding of 360 Stumps (1-3" pulled with tree removal) based on \$2.50/inch	Total # of Days required for a 5 person Crew to Remove 549 Trees
1-13"	12	549	\$29,460	45 days

### 2015: Replant 549 trees using contracted services

DBH	Estimated Cost of Replanting per Tree	Estimated # of Trees	Total Contract Cost
1.75"	\$300	549	\$164,700

### 2015: Chemical Treatment of 172 Ash\* with in-house Staff

DBH	# of Trees	Estimated Staff Hours per Tree (1 person crew)	Total Cost of Chemicals & Plugs (based on average diameter of 16.5 inches)	Total # of Days Required to Treat Trees
≥14"	172	1 hour	\$6,142	22 days

\*based on using TREE-age on an everyother year cycle

YEAR 2016	
2016: Hire Forester (Yearly)	See options 1 & 2 above
2016: Remove 549 ash using in-house staff	See options 1 & 2 above
2016: Replant 549 trees using contracted services	See cost above
2016: Complete Tree Inventory	
TOTAL Cost (completed by consultant)	\$27,000
YEAR 2017	
2017: Hire Forester (Yearly)	See options 1 & 2 above
2017: Remove 550 ash using in-house staff	See options 1 & 2 above
2017: Replant 550 trees using contracted services	See 2015 cost
2017: Chemical Treatment of 172 Ash* with in-house Staff	See 2015 cost

## Summary

The City of Onalaska is facing a serious urban forestry crisis and can expect the death of 1,820 public ash trees if action is not taken immediately. City Administration and Elected Officials need to understand the greatly increased workloads that are expected of staff members and the increased budget needs associated with equipment and replanting. Onalaska's ash population is manageable and has the advantage of easy wood waste disposal, a relatively small diameter sized ash population and experienced staff. These advantages will work together to make this unfortunate EAB infestation a practicable operation.

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

June 3, 2014

Agenda Item: #7

Project/Item Name: Automated cart change out

Location: Citywide

Requested Action: Approval of proposal for used cart purchase

Staff Report/Description: Staff sent out request for proposals for used automated carts as part of the automated cart change out. Two bids were received and only one bid received was for all carts to be changed out. Staff is recommending the proposal from Hilltopper Refuse and Recycling be taken for purchase of carts.

Attachments: Proposals tabulation, letter sent to haulers

**CITY OF ONALASKA BID OPENING**

**For  
2014 AUTOMATED CART SALE**

**Due Date / Opening: Tuesday, May 27, 2014 @ 11:00 AM**

<u>Company</u>	<u>Section I. Price Per Unit</u>	<u>Section II. Price Per Unit</u>	<u>Accept only Section I. or II.?</u>	<u>Total Bid</u>
HILLTOPPER REFUSE	\$15	\$15	NO	\$47,400
RICHARDS SANITATION	\$16 (PROPOSAL FOR ONLY 500 CARTS)	-	YES	\$8,000

**RECOMMEND AWARD PROPOSAL TO: HILLTOPPER REFUSE**



## **CITY OF ONALASKA**

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415 MAIN STREET  
ONALASKA, WISCONSIN 54650-2953  
[www.cityofonalaska.com](http://www.cityofonalaska.com)

**Engineering/Public Works Dept.**  
PHONE: (608) 781-9537  
FAX: (608) 781-9506

May 7, 2014, 2014

Solid Waste Haulers:

Bids will be received by the City of Onalaska Public Works Department until 11:00 AM, on Tuesday, May 27, 2014, for the sale of Used Automated Carts.

Bids may be mailed or delivered to:

C. Jarrod Holter  
Engineering Department  
City of Onalaska  
2<sup>nd</sup> floor – City Hall  
415 Main Street  
Onalaska, WI 54650

The City reserves the right to accept or reject any or all bids or any part thereof. Specifications for Automated Cart Sale are attached.

All bids for the sale of Automated Carts shall be valid for sixty (60) days from the due date for bids. It is the City's intention to proceed immediately with a recommendation for sale of Automated Carts, provided a specification-compliant bid is received, and provided authorization for sale is granted by the City of Onalaska Common Council. The bid shall be submitted on the enclosed bid form.

Please contact me at (608) 781-9537 with any questions regarding the Automated Cart Sale. Thank you for your response to this request.

Sincerely,

C. Jarrod Holter, P.E.  
City Engineer

CJH/vb

**CITY OF ONALASKA  
BID PROPOSAL**

**AUTOMATED CART SALE  
PER CITY SPECIFICATIONS**

	UNIT	TOTAL UNITS	PURCHASE PRICE PER UNIT	TOTAL BID
I. Purchase of 65-gallon Rehrig Pacific Automated Carts, Brown Color - Refuse	EA	1,630	_____	_____
II. Purchase of 65-gallon Rehrig Pacific Automated Carts, Blue Color - Recycling	EA	1,530	_____	_____

Will Bidder accept award of only Section I or II? YES \_\_\_\_\_ NO \_\_\_\_\_  
(Select Yes or No)

The City of Onalaska reserves the right to reject any or all bids or any part thereof, and to accept whichever bid deemed to be in the best interest of the City and waive any bidding technicalities and/or irregularities.

Bids must be sealed, marked "BID ON AUTOMATED CARTS" and delivered to the Onalaska Engineering Department no later than 11:00 AM on Tuesday, May 27, 2014.

\_\_\_\_\_  
Submitted By:

\_\_\_\_\_  
Address:

\_\_\_\_\_  
Telephone:

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

## **AUTOMATED CART SALE SPECIFICATIONS**

1. The City of Onalaska will be switching out 1,630 65-gallon refuse and 1,530 65-gallon recycling carts with alternate sizes. The City of Onalaska is offering carts switched out for sale as part of this bid.
2. The automated carts for sale are Rehrig Pacific brand and went into service the middle of December 2013. It is anticipated that new replacement carts will be completed by June 30, 2014.
3. The City of Onalaska is bidding the sale of refuse carts and recycling carts separately. The City of Onalaska retains the right to award the bid in two (2) separate groups to two (2) separate bidders or award the entire one (1) combined group of automated carts to one (1) bidder.
4. Final numbers of carts should be within ten percent (10%) of bid quantities. Bidder shall pay City of Onalaska per each cart actually received.
5. Automated carts shall be picked up by awarded bidder from the City of Onalaska Public Works Facility at 252 Mason Street, Onalaska, WI, by September 30, 2014. Payment shall be made prior to any carts being removed from City property.
6. Carts shall be in as-is used condition. Awarded bidder may not sort or pick carts they wish to purchase. The City of Onalaska will not include in bid any carts deemed unusable upon switch out.
7. Awarded bidder will be required to place sticker over the City of Onalaska logo prior to placing the carts into service.

COMPANY	CONTACT	ADDRESS	CITY/STATE	ZIP
HARTER'S QUICK CLEAN-UP	GARY HARTER	2850 LARSON ST	LA CROSSE WI	54603
HILLTOPPER REFUSE	LARRY HOUGOM	W6833 INDUSTRIAL BLVD	ONALASKA WI	54650
RICHARDS SANITATION	GREG SKAUG	PO BOX 226	CALEDONIA MN	55921
ALWAYS AFFORDABLE	DAN ERICKSON	N22233 ROGNESSE COULEE RD	ETTRICK WI	54627
WASTE MANAGEMENT	GARY MEINKING	415 ISLAND ST	LA CROSSE WI	54603
TAMBORNINO SANITATION		16393 CO HWY J	CHIPPEWA FALLS WI	54729
PROVYRO WASTE SERVICES		1067 STARR AVE	EAU CLAIRE WI	54703
BOXX SANITATION		3010 MONDOVI RD	EAU CLAIRE WI	54701
ADVANCED DISPOSAL		2626 MONDOVI RD	EAU CLAIRE WI	54701
MODERN DISPOSAL SYSTEMS		800 TOWNLINE RD	TOMAH WI	54660
TRI-CITY SANITATION SERVICE		36187 OWEN ST	WHITEHALL WI	54773
TOWN & COUNTY SANITATION		101 PARK ST	BOSCOBEL WI	53805

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

June 3, 2014

Agenda Item: #8

Project/Item Name: Sanitary Sewer System Compliance  
Maintenance

Location: Citywide

Requested Action: Approval of report and resolution

Staff Report/Description: Report is mandated by EPA as a way to track the maintenance activities performed on the sanitary sewer system. The city received an "A" grade with no large deficiencies found.

Attachments: Compliance report and resolution

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Onalaska City**

Last Updated:  
5/9/2014

Reporting Year: 2013

Financial Management

	Questions	Points						
1.	Person Providing This Financial Information							
	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Name:</td> <td style="border: 1px solid black; padding: 2px;">FRED BUEHLER</td> </tr> <tr> <td>Telephone:</td> <td style="border: 1px solid black; padding: 2px;">(608) 781-9530</td> </tr> <tr> <td>E-Mail Address(optional):</td> <td style="border: 1px solid black; padding: 2px;">FBUEHLER@CITYOFONALASKA.COM</td> </tr> </table>	Name:	FRED BUEHLER	Telephone:	(608) 781-9530	E-Mail Address(optional):	FBUEHLER@CITYOFONALASKA.COM	
Name:	FRED BUEHLER							
Telephone:	(608) 781-9530							
E-Mail Address(optional):	FBUEHLER@CITYOFONALASKA.COM							
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: 60%; margin-left: 20px;"></div>							
3.	When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2013	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., CWFP 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: 2013	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: 60%; margin-left: 20px;"></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:	\$400000						

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Onalaska City

Last Updated:  
5/9/2014

Reporting Year: 2013

Financial Management (Continued)

	<p><b>5.2.2 Adjustments</b> <span style="float: right;">\$0.00</span> if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)</p> <p><b>5.2.3 Adjusted January 1st Beginning Balance</b> <span style="float: right;">\$400,000.00</span></p> <p><b>5.2.4 Additions to Fund</b> (e.g., portion of User Fee, earned interest, etc.) <span style="float: right;">+ \$0.00</span></p> <p><b>5.2.5 Subtractions from Fund</b> (e.g., equipment replacement, major repairs - use description box 5.2.5.1 below*) <span style="float: right;">- \$0.00</span></p> <p><b>5.2.6 Ending Balance as of December 31st for CMAR Reporting Year</b> <span style="float: right;">\$400,000.00</span></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 should be in your replacement fund?</b> <span style="float: right;">\$400,000.00</span></p> <p>(If you had a CWFPP 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>							
<b>6</b>	<b>Future Planning</b>							
	<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 type="radio"/> Yes (If yes, please provide major project information, if not already listed below)</p> <p><input checked="" 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 style="height: 30px;"></td> <td></td> <td></td> </tr> </tbody> </table>		Project Description	Estimated Cost	Approximate Construction Year			
Project Description	Estimated Cost	Approximate Construction Year						
<b>7</b>	<b>Financial Management General Comments:</b>							
	<div style="border: 1px solid black; height: 20px; width: 100%;"></div>							

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Onalaska City

Last Updated:  
5/9/2014

Reporting Year: 2013

Financial Management (Continued)

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

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Onalaska City

Last Updated:  
5/12/2014

Reporting Year: 2013

## Sanitary Sewer Collection Systems

	Questions	Points
1	Do you have a Capacity, Management, Operation & Maintenance (CMOM) requirement in your WPDES permit?	
	<input type="radio"/> Yes <input checked="" type="radio"/> No	
2	Did you have a <u>documented</u> (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance or CMOM program last calendar year?	0
	<input checked="" type="radio"/> Yes (go to question 3) <input type="radio"/> No (30 points) (go to question 4)	
3	Check the elements listed below that are included in your Operation and Maintenance (O&M) or CMOM program.:	
	<p><input checked="" type="checkbox"/> <b>Goals:</b> Describe the specific goals you have for your collection system:</p> <div style="border: 1px solid black; padding: 5px; margin: 5px 0;">                     -Clean entire system in 3 year period. -Lift Station complete clean of wet well area x 2 each year. -Televise problem areas and proactively televise 3-5% of total each year. -Annual meeting and inspection of Fat/Oil/Grease producing facilities.                 </div> <p><input checked="" type="checkbox"/> <b>Organization:</b> Do you have the following written organizational elements (check only those that you have):</p> <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 checked="" type="checkbox"/> Internal communication procedures</li> <li><input type="checkbox"/> Public information and education program</li> </ul> <p><input checked="" type="checkbox"/> <b>Legal Authority:</b> Do you have the legal authority for the following (check only those that apply):</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Sewer use ordinance Last Revised MM/DD/YYYY <span style="border: 1px solid black; padding: 2px 10px;">06/15/2010</span></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 type="checkbox"/> Private lateral inspections/repairs</li> <li><input type="checkbox"/> Service and management agreements</li> </ul> <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?</p> <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> </ul>	

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Onalaska City

Last Updated:  
5/12/2014

Reporting Year: 2013

## Sanitary Sewer Collection Systems (Continued)

	<p><input type="checkbox"/> Others:</p> <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 checked="" 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 checked="" 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 checked="" type="checkbox"/> Lift station pump and wet well capacity information</li> <li><input checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" type="checkbox"/> Lift station capacity and/or pumping problems</li> </ul> <p><input 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.	Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained:	
----	---	--

Cleaning	33.3	% of system/year
Root Removal	5	% of system/year
Flow Monitoring	3	% of system/year
Smoke Testing	0	% of system/year
Sewer Line Televising	3	% of system/year

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Onalaska City

Last Updated:  
5/12/2014

Reporting Year: 2013

## Sanitary Sewer Collection Systems (Continued)

Manhole Inspections	33	% of system/year
Lift Station O&M	9	# per L.S./year
Manhole Rehabilitation	1	% of manholes rehabed
Mainline Rehabilitation	.5	% of sewer lines rehabed
Private Sewer Inspections	0	% of system/year
Private Sewer I/I Removal	0	% of private services
Please include additional comments about your sanitary sewer collection system below:		
Due to newer system, no groundwater/sandy soil no I&I for system.		

5

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

35.89	Total Actual Amount of Precipitation Last Year
33.06	Annual Average Precipitation (for your location)
92	Miles of Sanitary Sewer
9	Number of Lift Stations
0	Number of Lift Station Failure
0	Number of Sewer Pipe Failures
0	Number of Basement Backup Occurrences
10	Number of Complaints
1.1	Average Daily Flow in MGD
33	Peak Monthly Flow in MGD(if available)
0.14	Peak Hourly Flow in MGD(if available)

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Onalaska City

Last Updated:  
5/12/2014

Reporting Year: 2013

## Sanitary Sewer Collection Systems (Continued)

LIST OF SANITARY SEWER OVERFLOWS (SSO) REPORTED			
	Date	Location	Cause
NONE REPORTED			
<p><b>** If there were any SSO's that are not listed above, please contact the DNR and stop work on this section until corrected.</b></p> <p>What actions were taken, or are underway, to reduce or eliminate SSO occurrences in the future?</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
PERFORMANCE INDICATORS			
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)		
0.11	Complaints (number/sewer mile)		
30.0	Peaking Factor Ratio (Peak Monthly:Annual Daily Average)		
0.1	Peaking Factor Ratio(Peak Hourly:Annual daily Average)		
6.	Was infiltration/inflow(I/I) significant in your community last year?		
<p style="text-align: center;"> <input type="radio"/> Yes  <input checked="" type="radio"/> No                 </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></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?		
<p style="text-align: center;"> <input type="radio"/> Yes  <input checked="" type="radio"/> No                 </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; padding: 2px;">N/A</div>			
8.	Explain any infiltration/inflow(I/I) changes this year from previous years?		
<div style="border: 1px solid black; padding: 2px;">N/A</div>			
9.	What is being done to address infiltration/inflow in your collection system?		
<div style="border: 1px solid black; padding: 2px;">N/A</div>			

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Onalaska City

Last Updated:  
5/12/2014

Reporting Year: 2013

Sanitary Sewer Collection Systems (Continued)

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

# COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Onalaska City

Last Updated:

Reporting Year: 2013

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	16
GRADE POINT AVERAGE(GPA)-4.00		4.00		

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

Facility Name: Onalaska City

Last Updated:

Reporting Year: 2013

## 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. Regardless of grade, required for Collection Systems if SSO's were reported)	
Financial Management: Grade=A	
Collection Systems: 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) G.P.A. = 4.00	

**RESOLUTION 21 - 2014**

**CITY OF ONALASKA  
WISCONSIN DEPARTMENT  
OF NATURAL RESOURCES  
NR 208-COMPLIANCE  
MAINTENANCE RESOLUTION 2013  
ONALASKA, WISCONSIN**

**TO: HONORABLE MAYOR AND COUNCIL OF THE  
CITY OF ONALASKA, WISCONSIN**

**WHEREAS**, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater treatment/wastewater collection system under Wisconsin Administrative Code NR 208;

**WHEREAS**, it is necessary to acknowledge that the governing body has reviewed the Compliance Maintenance Annual Report (CMAR);

**WHEREAS**, it is necessary to provide recommendations or an action response plan for all individual CMAR section grades (of "C" or less) and/or an overall grade point average of (<3.00).

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Onalaska, the following recommendations or actions will be taken to address or correct problems/deficiencies of the wastewater treatment or collection system as identified in the Compliance Maintenance Annual Report (CMAR):

(1) None Identified

Dated this \_\_\_\_ day of \_\_\_\_\_, 2014.

**CITY OF ONALASKA**

BY: \_\_\_\_\_  
Joe Chilsen, Mayor

BY: \_\_\_\_\_  
Caroline Burmaster, City Clerk

PASSED:  
APPROVED:  
PUBLISHED:

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

June 3, 2014

Agenda Item:

#9

Project/Item Name:

Onalaska Waterworks Consumer  
Confidence Report

Location:

Citywide

Requested Action:

Approval of Consumer Confidence Report

Staff Report/Description:

Report is mandated by EPA as a way to inform water customers of water quality within the Onalaska Waterworks system. The No violations are reported within the report.

Attachments:

Consumer Confidence Report

# 2013 Consumer Confidence Report Data ONALASKA WATERWORKS, PWS ID: 63203272

## Water System Information

If you would like to know more about the information contained in this report, please contact James Prindle at (608) 781-9545 ext: 404.

## Opportunity for input on decisions affecting your water quality

Board of Public Works meets on the first Tuesday of each month at 6:30 p.m., in the Council Chambers of City Hall, 415 Main Street, Onalaska. For details regarding this meeting you may call 608-781-9537.

## Health Information

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's safe drinking water hotline (800-426-4791).

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune systems disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/CDC guidelines on appropriate means to lessen the risk of infection by cryptosporidium and other microbial contaminants are available from the Environmental Protection Agency's safe drinking water hotline (800-426-4791).

## Source(s) of Water

Source ID	Source	Depth (in feet)	Status
7	Groundwater	160	Active
8	Groundwater	171	Active
9	Groundwater	160	Active
10	Groundwater	165	Active

To obtain a summary of the source water assessment please contact, James Prindle at (608) 781-9545 ext: 404.

## Educational Information

The sources of drinking water, both tap water and bottled water, include rivers, lakes, streams, ponds, reservoirs, springs and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity.

Contaminants that may be present in source water include:

- Microbial contaminants, such as viruses and bacteria, which may come from sewage treatment plants, septic systems, agricultural livestock operations and wildlife.
- Inorganic contaminants, such as salts and metals, which can be naturally-occurring or result from urban stormwater runoff, industrial or domestic wastewater discharges, oil and gas production, mining or farming.
- Pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff and residential uses.
- Organic chemical contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff and septic systems.
- Radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities.

In order to ensure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems. FDA regulations establish limits for contaminants in bottled water, which shall provide the same protection for public health.

## Detected Contaminants

Your water was tested for many contaminants last year. We are allowed to monitor for some contaminants less frequently than once a year. The following tables list only those contaminants which were detected in your water. If a contaminant was detected last year, it will appear in the following tables without a sample date. If the contaminant was not monitored last year, but was detected within the last 5 years, it will appear in the tables below along with the sample date.

### Disinfection Byproducts

Contaminant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2013)	Violation	Typical Source of Contaminant
TTHM (ppb)		80	0	6.8	0.9 - 6.8		No	By-product of drinking water chlorination
HAA5 (ppb)		60	60	7	3 - 7		No	By-product of drinking water chlorination

### Inorganic Contaminants

Contaminant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2013)	Violation	Typical Source of Contaminant
ARSENIC (ppb)		10	n/a	1	1 - 1	5/31/2011	No	Erosion of natural deposits; Runoff from orchards; Runoff from glass and electronics production wastes
BARIUM (ppm)		2	2	0.107	0.063 - 0.107	5/31/2011	No	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits
FLUORIDE (ppm)		4	4	0.6	0.4 - 0.6	5/31/2011	No	Erosion of natural deposits; Water additive which promotes strong teeth; Discharge from fertilizer and aluminum factories
NICKEL (ppb)		100		10.6000	0.0000 - 10.6000	5/31/2011	No	Nickel occurs naturally in soils, ground water and surface waters and is often used in electroplating, stainless steel and alloy products.
NITRATE (NO3-N) (ppm)		10	10	5.81	3.20 - 6.85		No	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
SELENIUM (ppb)		50	50	1	0 - 1	5/31/2011	No	Discharge from petroleum and metal refineries; Erosion of natural deposits; Discharge from mines
SODIUM (ppm)		n/a	n/a	30.60	9.46 - 30.60	5/31/2011	No	n/a

Contaminant (units)	Action Level	MCLG	90th Percentile Level Found	# of Results	Sample Date (if prior to 2013)	Violation	Typical Source of Contaminant
COPPER (ppm)	AL=1.3	1.3	1.0600	0 of 30 results were above the action level.	7/21/2011	No	Corrosion of household plumbing systems; Erosion of natural deposits; Leaching from wood preservatives
LEAD (ppb)	AL=15	0	1.54	0 of 30 results were above the action level.	6/30/2011	No	Corrosion of household plumbing systems; Erosion of natural deposits

### Radioactive Contaminants

Contaminant (units)	Site	MCL	MCLG	Level Found	Range	Sample Date (if prior to 2013)	Violation	Typical Source of Contaminant
GROSS ALPHA, EXCL. R & U (pCi/l)		15	0	1.1	0.0 - 1.1	2/5/2009	No	Erosion of natural deposits
RADIUM, (226 + 228) (pCi/l)		5	0	1.7	0.3 - 1.7	2/5/2009	No	Erosion of natural deposits
GROSS ALPHA, INCL. R & U (n/a)		n/a	n/a	1.1	0.1 - 1.1	2/5/2009	No	Erosion of natural deposits
COMBINED URANIUM (ug/l)		30	0	0.6	0.6	1/29/2009	No	Erosion of natural deposits

Continued...



# CITY OF ONALASKA

415 MAIN STREET  
ONALASKA, WI 54650-2953

PRSR STD  
U.S. Postage  
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DPC

ECRWSS

## Postal Customer

### Unregulated Contaminants

Unregulated contaminants are those for which EPA has not established drinking water standards. The purpose of unregulated contaminant monitoring is to assist EPA in determining the occurrence of unregulated contaminants in drinking water and whether future regulation is warranted. EPA required us to participate in this monitoring.

Contaminant (units)	Level Found	Range	Sample Date (if prior to 2013)
SULFATE (ppm)	20.80	15.70 - 20.80	5/31/2011

UCMR 3 Inventory Avg. Range Chromium 1.06 .87 - 1.2 Hexavalent Chromium 1.19 .86 - 1.4 Strontium 96 85 - 120 Vanadium 1.34 .99 - 1.6 No MCL has been established yet for above contaminants.

### Definitions

Term	Definition
AL	Action Level: The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
MCL	Maximum Contaminant Level: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
MCLG	Maximum Contaminant Level Goal: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
MFL	million fibers per liter
MRDL	Maximum residual disinfectant level: The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
MRDLG	Maximum residual disinfectant level goal: The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
mrem/year	millirems per year (a measure of radiation absorbed by the body)
NTU	Nephelometric Turbidity Units
pCi/l	picocuries per liter (a measure of radioactivity)
ppm	parts per million, or milligrams per liter (mg/l)
ppb	parts per billion, or micrograms per liter (ug/l)
ppt	parts per trillion, or nanograms per liter
ppq	parts per quadrillion, or picograms per liter
TCR	Total Coliform Rule
TT	Treatment Technique: A required process intended to reduce the level of a contaminant in drinking water.

### Additional Health Information

Nitrate in drinking water at levels above 10 ppm is a health risk for infants of less than 6 months of age. High nitrate levels in drinking water can cause blue baby syndrome. Nitrate levels may rise quickly for short periods of time because of rainfall or agricultural activity. If you are caring for an infant you should ask advice from your health care provider.

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. Onalaska Waterworks is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at [www.epa.gov/safewater/lead](http://www.epa.gov/safewater/lead).

### Information on Monitoring for Cryptosporidium and Radon

Our water system did not monitor our water for cryptosporidium or radon during 2013. We are not required by State or Federal drinking water regulations to do so.

### Other Compliance

Violation of the Terms of a Variance, Exemption, or Administrative or Judicial Order

N/A

Noncompliance with Recordkeeping and Compliance Data

N/A

*Hmong CCR Info: Dlain ntawv tshaabxv nuav muaj lug tseemceeb heev nyob rua huv kws has txug cov dlej mej haus. Kuas ib tug paab txhais rua koj, los nrug ib tug kws paub lug thaam. (This report contains important information about your drinking water. Have someone translate it for you or speak with someone who understands it).*



CITY OF ONALASKA UTILITY DEPARTMENT  
415 Main Street • Onalaska, WI 54650  
Phone: 608-781-9545 ext. 404 • Fax: 608-781-9508



**BOARD OF PUBLIC WORKS**  
**MONTHLY ESTIMATES**  
**June 3, 2014**

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
1. <b>SEH INC. (01375)</b> STH 16 - Left Turn Lane Design Estimate #11	\$ 49,738.23	\$ 13,557.26	\$ 56,962.94	\$ 1,898.87
2. <b>STRAND ASSOCIATES (01321)</b> Theater Road Traffic Signal Construction/Engineering Estimate #4	\$ 8,500.00	\$ -	\$ 4,908.27	\$ 534.29
3. <b>ST JOSEPH CONSTRUCTION</b> Theater Road Traffic Signal Construction Estimate #2	\$ 747,906.54	\$ -	\$ 132,891.37	\$ 157,472.31
4. <b>SEH INC. (01375)</b> Pralle Center Drive Study Update Study Estimate #2	\$ 13,000.00	\$ -	\$ 1,105.00	\$ 5,395.00
5. <b>WAPASHA CONSTRUCTION</b> 2013 Reservoir Improvements Construction Estimate #5	\$ 294,991.99	\$ -	\$ 84,516.21	\$ 48,080.45
6. <b>LA CROSSE BACKHOE SERVICE</b> Spruce St Alley - Storm Sewer Construction Estimate #1 - Final	\$ 7,375.00	\$ -	\$ -	\$ 8,021.40
7. <b>WINONA MECHANICAL</b> Check Valve Project Construction Estimate #1	\$ 321,543.00	\$ -	\$ -	\$ 146,198.83
8. <b>MATHY CONSTRUCTION</b> East Main St Construction Estimate #1	\$ 992,959.90	\$ (59,930.00)	\$ -	\$ 47,153.68

**BOARD OF PUBLIC WORKS  
MONTHLY ESTIMATES  
June 3, 2014**

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
9. <b>CHIPPEWA CONCRETE SERVICES</b> Marcou Rd Sidewalk Project Construction Estimate #1	\$ 200,685.00	\$ -	\$ -	\$ 53,712.53
10. <b>KREIBICH LANDSCAPING LLC</b> 2014 Spring Tree Planting Construction Estimate #1	\$ 39,235.00	\$ -	\$ -	\$ 15,859.00
11. <b>SEH INC. (01375)</b> Old City Shop Environmental Sample Collection & Wis. DNR Estimate #6	\$ 9,900.00	\$ 2,800.00	\$ 9,899.20	\$ 2,263.80