



MARATHON COUNTY INFRASTRUCTURE COMMITTEE

AMENDED AGENDA

Date & Time of Meeting: **Thursday, April 2nd, 2020 at 9:00 a.m.**

Meeting Location: **Marathon County Highway Department, 1430 West Street Wausau WI 54401**

Members: **John Robinson, Chair; Richard Gumz, Vice-Chair; Allen Opall; Jeff Johnson, Thomas Seubert; Alan Christensen; Sandi Cihlar**

The meeting site identified above will be open to the public. However, due to the COVID-19 pandemic and associated public health directives, Marathon County encourages Infrastructure Committee members and the public to attend this meeting remotely. To this end, instead of attendance in person, Committee members and the public may attend this meeting by telephone conference. If Committee members or members of the public cannot attend remotely, Marathon County requests that appropriate safety measures, including adequate social distancing, be utilized by all in-person attendees. Persons wishing to attend the meeting by phone may call into the telephone conference beginning five (5) minutes prior to the start time indicated above using the following number: 1-415-655-0002.

Access Code: 265 727 537

If you are prompted to provide an "Attendee Identification Number," enter the "#" sign. No other number is required to participate in the telephone conference

When you enter the telephone conference, PLEASE PUT YOUR PHONE ON MUTE!

Marathon County Mission Statement: Marathon County Government serves people by leading, coordinating, and providing county, regional, and statewide initiatives. It directly, or in cooperation with other public and private partners, provides services and creates opportunities that make Marathon County and the surrounding area a preferred place to live, work, visit, and do business. (Last updated: 12/20/05)

Infrastructure Committee Mission/Purpose: Provide leadership for the implementation of the Strategic Plan, monitoring outcomes, reviewing and recommending to the County Board policies related to technology and infrastructure initiatives of Marathon County, which includes, but is not limited to, highways, airways, waterways, etc.

1. Call to Order
- ~~2. Public Comment Period~~

The Public Comment portion of the agenda has been temporarily suspended, pursuant to Marathon County Resolution # R-18-20, dated March 17, 2020, because the technology necessary to afford the public the opportunity to address the County Board, or its subgroups, during public Comment is difficult to guarantee, if a large number of individuals have elected to call in.

3. Approval of the Minutes of the March 5th, Infrastructure Committee Meeting.
4. Policy Issues Discussion and Potential Committee Determination
 - A. County's Role in Ensuring Access to 911 Service
 - B. Infrastructure Long Term Transportation & Capital Improvement Plan
 - C. Flagger and Traffic Control Requirements for Utility Permits
5. Operational Functions required by Statute, Ordinance, or Resolution:
6. Educational Presentations and Committee Discussion
 - A. 2019 Annual Report on the Marathon County Pollution Prevention Plan
 - B. Update on the discussions relative to
 1. Wisconsin County Highway Association Summer Road School Update
 2. ATV/UTV Uniform Ordinance Update
 3. Wisconsin County Highway Association Update
 4. Highway Commissioner's Report
 5. Update on Current IT Projects, Klein
 6. City County Information Technology Commission Report
7. Announcements:
 - A. Future meetings and agenda items:
 1. May 7th, 2020 Monthly Committee Meeting at 1430 West Street, Wausau WI 54401
 2. 2020 Bridge and Culvert Program

8. Adjourn

Any person planning to attend this meeting who needs some type of special accommodation in order to participate should call the County Clerk's Office at 715 261-1500 or e-mail infomarathon@mail.co.marathon.wi.us one business day before the meeting.

SIGNED /s/ John Robinson
Presiding Officer or Designee

FAXED TO: Wausau Daily Herald, City Pages,
FAXED TO: and Other Media Groups
FAXED BY: Kendra Pergolski
FAXED DATE: 3.31.20
FAXED TIME: 3:45pm

NOTICE POSTED AT COURTHOUSE
BY: _____
DATE: _____
TIME: _____



MARATHON COUNTY PUBLIC SAFETY COMMITTEE and INFRASTRUCTURE COMMITTEE MINUTES

Thursday, March 5, 2020, at 9:00 a.m.
212 River Drive, Room 5, Wausau

Attendance: **Public Safety:**

<u>Members</u>	<u>Present</u>	<u>Absent</u>
Craig McEwen, Chair	X	
Jim Schaefer, Vice-Chair	X	
Kelley Gabor	X	
Jean Maszk	X	
David Nutting	X	
Arnie Schlei	X	
Chris Voll		X

Infrastructure:

<u>Members</u>	<u>Present</u>	<u>Absent</u>
John Robinson, Chair	X	
Richard Gumz, Vice-Chair		EX
Alan Christensen	X	
Sandi Cihlar	X	
Jeff Johnson	X	
Allen Opall	X	
Thomas Seubert	X	

Others Present: Lance Leonhard, James Griesbach, Gerry Klein Mary Palmer

1. Call Meeting to Order

The meetings were called to order by Chairs Craig McEwen and John Robinson at 9:00 a.m.

2. Public Comment (15 minute limit) – Held until later.

3. Approval of the Minutes of the Public Safety Meeting of February 12, 2020 and the Infrastructure meeting on February 6, 2020

MOTION BY MASZK; SECOND BY SCHAEFER TO APPROVE THE MINUTES OF THE FEBRUARY 12, 2020, PUBLIC SAFETY COMMITTEE. MOTION CARRIED.

MOTION BY CHRISTENSEN; SECOND BY SEEFELDT TO APPROVE THE MINUTES OF THE FEBRUARY 6, 2020, INFRASTRUCTURE COMMITTEE. MOTION CARRIED.

4. Policy Issues Discussion and Committee Determination to the County Board for its Consideration –

A. Telecommunications issues affecting the public health and safety

- 1.) Background, defining the problem
- 2.) What is the current regulatory framework?
- 3.) How are complaints handled?
- 4.) How have past complaints been handled?
- 5.) What options are available?
- 6.) What is the County's role?

2. Discussion:

John Robinson gave the guidelines for this meeting. Public comment will be held until later and others may be invited to speak.

A video from Channel 7 WSAW was played about the problem and complaints from county residents. It laid out the problems very well.

Some concerns were expressed:

Heather Voigt lives in a rural area in northern Marathon County (Hamburg area) and gave a testimonial and presentation on what she sees happening or rather isn't happening. Plus some of the problems such as rain and rodents on the lines makes the landlines go in and out. Wifi is sketchy in certain areas and non-existent in others.

Al Christensen, lives in the Ringle area has Frontier and when it rains, they can't use Frontier services sometimes for at least a week.

John Robinson said it also includes the City of Wausau – It's not just a rural issue. He has heard then when lines are down, it can take up to 3 weeks to get repairs.

Craig McEwen from Rothschild has received calls that they are not able to make calls from landlines. Spoke on what Public Safety has done regarding rural addressing and additional dispatchers to enhance services, but if residents can't make calls, how are these enhancements helping.

Scott Bohler, Manager, Government and External Affairs, Frontier Communications. Somethings that brought about this crisis is the 2011 regulations change – Act 22 deregulation of phone service. Providers are no longer required to provide service in all areas. With so many people having cell phones it changed reality. Frontier is not taking the position to abandon customers, but there could be delays in repair. Federal money is being used to deploy (Connect America) broadband, expand services and provide quality voice service. Five additional technicians have been reassigned to this area to enhance repair availability.

The current system is old which creates many of the weather related events. The new Operations Director in Wisconsin has a program to look at the infrastructure to see what needs to be done. There is no timeline on this. Right now there is no policy to look at repairs. Each issue is addressed individually.

Where have the CAF2 services been provided? 8900 houses needed to be upgraded. The FCC has a website with mapping. Bohler will send Klein a map with locations of households.

Senator Jerry Petrowski. - A lot of people throughout the State don't understand the issue, mostly because it doesn't affect them. Everyone throughout the State has to put money in to fix the problem. We need to make an investment. We need to find the dollars to invest. In Minnesota there is a real effort to form cooperatives to do the broadband. Smaller towers for wireless and then bury the cables. That will yield benefits.

Customers who have medic alert/lifeline can have their accounts flagged. Frontier and the Town of Weston have a partnership which includes the State for enhanced broadband.

Marathon County's concerns have been shared. He will share again the concerns he heard today.

If your service is out or you have issues, please call contact Frontier to make sure they are made aware. When a switch goes down an alarm goes off so they know, but when an individual has problems there is nothing.

Marsha Stencil lives on the Hamburg/Rib Falls town line since 2005. They have had problems since they moved there no matter who the provider is and they have tried multiple sources to have service. Spent over \$10,000 to try to get service and still don't have it. Her address is – 129019 Skye Falls Drive Athens. It's even more frustrating because Broadband maps show that she has coverage because she occasionally has it.

A local internet provider stated that replacing the old lines would fix the spotty coverage when it goes in and out, but the cost is really the issue. Finding the resources is difficult. Most of the problems are in rural areas.

Gregg Wavrunek from Senator Tammy Baldwin's office said that Mondovi in Buffalo County had the same issues last fall. She worked with Senator Ron Kind's office and after communication with Frontier and FCC the FCC said Broad band deployment and 911 were not an issue. This is mostly based on the number of formal complaints sent in. He strongly urges people to do formal complaints. He will also provide resources for grants through DATCP and also FCC.

Electrification was a right. This is no different – it's a right for all people. State and National level discussions need to happen and policy needs to be set. Treat it like a utility. We get platitudes but no action. Any help is greatly appreciated in this urgent matter.

Melinda Osterberg, explained where to find the Design 9 study on the Marathon County website. Appropriate mapping is needed. LRB 4874 addresses the mapping issue. Contact state legislators about this.

The plan looked at fixed wireless and fiber hybrid improvements. It determined what the county needs to improve access. 25 MBPS per second. See the map on page 69 of the full report or 4 of the Executive Summary. The County cannot provide the service. We would need to find a third party willing to lease our infrastructure and get the service to the homes. We cannot even apply for a grant without a third party. Legislatively this issue could be addressed by our policy makers.

Mark Bloss is with a company that provides a service and puts a directional amplifier in the house. It's to provide gap coverage. The average cost of installation is between \$1,300 and \$2,200 installed and upwards to thousands for businesses. If there is no cell service or they can't detect any cell service, this is not an option. Need at least a half a bar.

Chair Robinson gave this summary:

- Frontier – corporate willingness to reevaluate plan in our area
- Flagging at risk homes
- Continued involvement of DATCP and federal and state legislators
- Longer term plan developed by Design 9, but it begs for us to look at this more and how to partner with other providers.
- Looking at dig once policy to lay conduit. What role can we have?
- Find funding sources (Gregg) – emergency response perspective?
- Role of Emergency Management Department – Do a good inventory of how many department staff have a role in this.
- Marathon County has towers and windmills. Do we have a map of where they are, who owns them and why can't we use those? Part of our problem is that counties are creatures of state government. If we don't have permission, we can't do things. We need more tools and power to provide services. Need to educate legislators and public.
- Should have a county-wide grid of what lines/wires are above and below ground and who they belong to. Even if private, let's find out what we have – tower or underground lines. How can we be prepared if we don't know. Powerful piece of public safety.
- Robinson and McEwen will get together and set agendas.

Action:

No action taken.

Follow through:

Residents are asked to file formal complaints.
Infrastructure and Public Safety will continue working on this.

5. Operational Functions Required by Statute, Ordinance or Resolution: None

6. Educational Presentations/Outcome Monitoring Reports

- A. Resolution for Policy on County Support of Sports Events Proposed to Occur on County Highways

Discussion:

We had a resolution that came to public safety. It passed and then County Board had more questions and it was sent back to committee. Plus it's more than just sports events. Do we even have the authority to dictate who can use the roads/highways? We need to redevelop the policy and resolution or do we really need one?

Lance – staff did meet with various department heads and City of Wausau department heads - some events start in one municipality and cross into others. COW has an events application. Some other counties that have large events have policies. We have a large assembly policy (12.04) which provides a good frame work to work off from. Cost recovery is absent in our current ordinance. Emergency

plans are in place, EMS, and security. We are still in the gathering information stage. Many other counties have applications going through law enforcement, but is that the right place for applications? Consideration should be given to where events are going to go. We have good direction now. Between our current and new policies, the City of Wausau's and other counties we should be able to develop a good policy.

If a town has county zoning the existing ordinance exempts certain events in unincorporated areas.

These events are a quality of living and full cost recovery isn't necessary. We recoup costs through spending for hotel, meals, etc. We are open for business and we can do that here.

The County's 100% cost recovery and the City of Wausau are different and it's something that will need to be worked through. Some events are supported by Parks, Recreation and Forestry. Cost is a central piece of the policy. When can we direct full cost and when is it not the directive.

We send deputies to large events such as the balloon rally, Wisconsin Valley Fair, Lake Dubay, etc. Currently we don't charge. A private organization can hire private security or they can contract with the Sheriff's Department for \$65 per deputy per event. There is also mutual aid with fire. Black Friday, Walmart wants security from Sheriff's Department and they have to pay.

Follow through:

Leonhard will send both committees members' the link to the current policy.

B. Highway Commissioner's Report

Discussion:

The written report from the Highway Commissioner was handed out. He has been officially notified from the State that Marathon County will receive MLS money of \$1 million for the intersections of NN and KK, CTH WW, Town of Johnson, City of Schofield and Village of Rothschild.

Follow through:

No follow through requested.

C. Update on Current IT Projects, Klein

Discussion:

They are planning on cutting over to a new 9-1-1 system on Tuesday, but it's possible the time will change. Currently all 911 calls come into Frontier and then back to dispatch officers.

Follow through:

No follow through requested.

7. Next Meeting Time, Location, Announcements and Agenda Items

- A. Next meeting: Infrastructure will be April 2, 2020, 9:00 a.m. Highway Department
Public Safety will be April 8, 2020, 12:00 p.m. Courthouse Assembly room

- B. Announcement: None

8. Adjournment

MOTION BY NUTTING; SECOND BY MASZK TO ADJOURN THE PUBLIC SAFETY COMMITTEE MEETING. MOTION CARRIED. (11:17 am)

MOTION BY OPALL; SECOND BY CHRISTENSEN TO ADJOURN THE INFRASTRUCTURE COMMITTEE MEETING. MOTION CARRIED. (11:17 am)

Respectfully submitted by,
Mary Palmer

Submittal of Annual Reports and other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

Reporting Information

Will you be completing the Annual Report or other submittal type? Annual Report Other

Project Name:

County:

Municipality:

Permit Number:

Facility Number:

Reporting Year:

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? Yes No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment
 - TMDL Attachment
 - Storm Water Consortium/Group Report

- Municipal Cooperation Attachment
- Other Annual Report Attachment

- Attach the following permit compliance documents as appropriate using the attachments tab above
 - Storm Water Management Program (*S050075-03 general permittees shall have a written storm water management program that describes in detail how the permittee intends to comply with the permit requirements for each minimum control measure. Updated programs are due to the department by March 31, 2021.*)
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory (*S050075-03 general permittees 2.6.1 - inventory due to the department by March 31, 2021.*)
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan (*S050075-03 general permittees 2.6.2 – document due to the department by March 31, 2021.*)

- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality: Marathon County

Facility ID # or (FIN): 33647

Updated Information: Check to update mailing address information

Mailing Address: 210 River Dr.

Mailing Address 2:

City: Wausau

State: Wisconsin

Zip Code: 54403 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

First Name: Lance

Last Name: Leonhard

Select to **update** current contact information

Title: County Administrator

Mailing Address: 500 Forest Street

Mailing Address 2:

City: Wausau

State: WI

Zip Code: 54403 xxxxx or xxxxx-xxxx

Phone Number: 715-261-1400 Ext: xxx-xxx-xxxx

Email: Lance.Leonhard@co.marathon.wi.us

Additional Contacts Information (Optional)

- I&E Program
- IDDE Program

**Individual with responsibility for:
(Check all that apply)**

- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

**Individual with responsibility for:
(Check all that apply)**

- I&E Program
- IDDE Program
- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

1. Does the municipality rely on another entity to satisfy some of the permit requirements? If yes, enter entity name (government, consultant, group/organization).

Yes No

Public Education and Outreach: Northcentral Wisconsin Storm Water Coalition

Public Involvement and Participation: Northcentral Wisconsin Storm Water Coalition

Illicit Discharge Detection and Elimination: Municipalities

Construction Site Pollutant Control: Northcentral Wisconsin Storm Water Coalition

Post-Construction Storm Water Management: Northcentral Wisconsin Storm Water Coalition

Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes No

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (08/19)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the Mechanism that best describes how the topic message was conveyed to your population. Use the **Add Activity** to add multiple Mechanisms. For Quantity, choose the range for the number of Mechanisms chosen (i.e., number of workshops, events).

Topic: Detection and elimination of illicit discharges			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Targeted group training (contractors, consultants, etc.)	1 - 9	10 - 19	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Management of materials that may cause storm water pollution from automobiles, pet waste, household hazardous waste and household practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Targeted group training (contractors, consultants, etc.)	1 - 9	50 - 99	<input type="radio"/> Yes <input checked="" type="radio"/> No
Other	10 - 19	100 +	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Beneficial onsite reuse of leaves and grass clippings/proper use of lawn and garden fertilizers and pesticides			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
Did not focus on this topic this reporting year	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Management of stream banks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Passive print media (brochures at front desk, posters, etc.)</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Direct one-on-one communication</u>	<u>Select...</u>	<u>50 - 99</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Active distribution of print media (mailings, newsletters)</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Inform and where appropriate educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Targeted group training (contractors, consultants, etc.)</u>	<u>1 - 9</u>	<u>10 - 19</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No
<u>Active distribution of print media (mailings, newsletters, etc)</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention			

Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Workshops</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No
<u>Tours</u>	<u>1 - 9</u>	<u>50 - 99</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Did not focus on this topic this reporting year</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

Topic: Other (describe): <input type="text"/>			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Select...</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable audiences targeted for this topic.

- Contractors
 General Public
 Public Employees
 Residential
 School Groups
 Business
 Developers
 Industries
 Other:

b. Brief Public Education and Outreach program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Program includes efforts from various county departments and efforts where county participates with North Central Wisconsin Storm Water Coalition events that include Marathon County residents.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Minimum Control Measures - Section 2 : Complete**2. Public Involvement and Participation**

a. Complete the following information on Public Education and Outreach Activities related to storm water. Select the mechanism that best describes how the topic message was conveyed to your population. Use the Add Activity to add multiple mechanisms. For Quantity, choose the range for number Mechanisms chosen (i.e., number of workshops, events).

Topic: Storm Water Management Plan and/or updates			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>None</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Storm water related ordinance and/or updates			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>None</u>	<u>Select...</u>	<u>Select...</u>	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: MS4 Annual Report			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Government Event (Public Hearing, Council Meeting, etc)</u>	<u>1 - 9</u>	<u>10 - 19</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Volunteer Opportunities			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
<u>Clean-up events</u>	<u>1 - 9</u>	<u>100 +</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic.

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

Topic: Other (describe) : none			
Mechanism	Quantity (optional)	Est. People Reached (optional)	Regional Effort? (optional)
None	Select...	Select...	<input type="radio"/> Yes <input type="radio"/> No

Select all applicable participants targeted for this topic .

- Contractors General Public Public Employees Residential School Groups
 Business Developers Industries Other:

b. Brief Public Involvement and Participation program information for inclusion in the Annual Report.

If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Several outreach measures are through the NCW Storm Water Coalition.

County does not have significant work with ordinances as ordinances are managed by individual municipalities through a memorandum of agreement.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (09/19)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have? Unsure
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program? Unsure
- c. From the municipality's routine screening, how many were confirmed illicit discharges? Unsure
- d. How many illicit discharge complaints did the municipality receive? Unsure
- e. From the complaint received, how many were confirmed illicit discharges? Unsure
- f. How many of the identified illicit discharges did the municipality eliminate in the reporting year? Unsure

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

g. How many of the following enforcement mechanisms did the municipality Unsure use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year.

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information: _____

h. Brief Illicit Discharge Detection and Elimination program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Staff visually inspects outfalls during dry weather. If no discharge is present, no further action is taken.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites were active at any point Unsure in the reporting year?
- b. How many construction sites did the municipality issue Unsure permits for in the reporting year?
- c. Do the above numbers include sites <1 acre? Yes No Unsure
- d. How many erosion control inspections did the municipality Unsure complete in the reporting year?
- e. What types of enforcement actions does the municipality have available Unsure to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

- No Authority
- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation
- Stop Work Order
- Forfeiture of Deposit

Other - Describe below

- f. Brief Construction Site Pollutant Control program information for inclusion in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Construction Site Pollutant Control is completed by municipalities. County is not responsible for Construction Site Pollutant Control permitting, monitoring and enforcement.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many sites with new structural storm water management facilities* have received local approval ? Unsure

*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement, catch basin sumps, etc.

- b. How many privately owned storm water management facilities were inspected in the reporting year ? Unsure

Inspections completed by private land owners should be included in the reported number.

- c. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Unsure

Check all that apply and enter the number of each used in the reporting year.

No Authority

Verbal Warning

Written Warning (including email)

Notice of Violation

Civil Penalty/ Citation

Forfeiture of Deposit

Complete Maintenance

Bill Responsible Party

Other - Describe below

- d. Brief Post-Construction Storm Water Management program information for inclusion

in the Annual Report . If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Post-Construction Storm Water Management is completed by municipalities. County is not responsible for permitting, monitoring and enforcement.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Facility Inspections (ponds, biofilters, etc.) Not Applicable

- a. Enter the total number of municipally owned or operated structural storm water management facilities? Unsure
- b. How many new municipally owned storm water management facilities were installed in the reporting year? Unsure
- c. How many municipally owned storm water management facilities were inspected in the reporting year? Unsure
- d. What elements are looked at during inspections (250 character limit)?
- e. How many of these facilities required maintenance? Unsure

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) Not Applicable

- f. How many inspections of municipal properties have been conducted in the reporting year? Unsure
- g. Have amendments to the SWPPPs been made? Yes No Unsure
- h. If yes, describe what changes have been made (200 character limit):

Collection Services - *Street Sweeping / Cleaning Program* Not Applicable

- i. Did the municipality conduct street sweeping/cleaning during the reporting year?
 Yes No Unsure
- j. If known, how many tons of material was removed? Unsure
- k. Does the municipality have a low hazard exemption for this material? Yes No
- l. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?

- Yes
- No - Explain _____
- Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

- m. Did the municipality conduct catch basin sump cleaning during the reporting year?
 Yes No Unsure
- n. How many catch basin sumps were cleaned in the reporting year? Unsure
- o. If known, how many tons of material was collected? Unsure
- p. Does the municipality have a low hazard exemption for this material? Yes No
- q. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
 Yes
 No - Explain _____
 Not Applicable

Collection Services - *Leaf Collection Program* Not Applicable

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

w. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? Unsure

x. Provide amount of de-icing products used by month last winter season?
 Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
<u>Salt</u>	<input type="text" value="4"/>	<input type="text" value="740"/>	<input type="text" value="2727"/>	<input type="text" value="1449"/>	<input type="text" value="64"/>	<input type="text" value="240"/>
<u>Salt/sand mix</u>	<input type="text" value="0"/>	<input type="text" value="11"/>	<input type="text" value="667"/>	<input type="text" value="597"/>	<input type="text" value="570"/>	<input type="text" value="35"/>

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
<u>Brine</u>	<input type="text" value="2741"/>	<input type="text" value="28585"/>	<input type="text" value="51097"/>	<input type="text" value="25850"/>	<input type="text" value="16142"/>	<input type="text" value="1"/>

- y. Was salt applying machinery calibrated in the reporting year? Yes No Unsure
- z. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No Unsure

If yes, describe what training was provided (250 character limit):

When: How many attended:

Internal (Staff) Education & Communication

- aa. Has training or education been held for municipal or other personnel involved in implementing each of the pollution prevention program elements? Yes No Unsure

If yes, describe what training was provided (250 character limit):

annual spring training with full department workforce

When: April

How many attended: 75

- ab. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs and its requirements.

Elected Officials

na

Municipal Officials

joint meetings with CPZ, HWY & PRF staff; annual email after Annual Report is submitted

Appropriate Staff (such as operators, Department heads, and those that interact with public)

Department Heads

- ac. Brief Pollution Prevention program information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (08/19)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year? Yes No Unsure

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities
- Storm pipes
- Vegetated swales
- Outfalls
- Other - Describe below

- b. Brief Storm Sewer System Map information for inclusion in the Annual Report. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

no updates completed, County is working on updating plans in 2020 and 2021.

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (08/19)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
-----------------------------------	-----------------------	----------------------	-----------------

Element: Public Education and Outreach

1000	1000	1000	<u>Other</u>
------	------	------	--------------

Element: Public Involvement and Participation

5800	6000	5000	<u>Other</u>
------	------	------	--------------

Element: Illicit Discharge Detection and Elimination

0	0	0	<u>General revenue fund</u>
---	---	---	-----------------------------

Element: Construction Site Pollutant Control

0	0	0	<u>General revenue fund</u>
---	---	---	-----------------------------

Element: Post-Construction Storm Water Management

0	0	0	<u>General revenue fund</u>
---	---	---	-----------------------------

Element: Pollution Prevention

0	0	0	<u>General revenue fund</u>
---	---	---	-----------------------------

Element: Storm Water Quality Management

8000	8000	8000	<u>General revenue fund</u>
------	------	------	-----------------------------

Element: Storm Sewer System Map

0	0	60000	<u>General revenue fund</u>
---	---	-------	-----------------------------

Other (describe)

Select...

Please provide a justification for a "0" entered in the Fiscal Analysis

some items are completed by Municipalities via Memorandum of Agreement, other items like pollution prevention don't have specific line items for tracking and are part of routine staff assignments.

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. If your response exceeds the 250 character limit, attach supplemental information on the attachments page.

pending TMDL and MS4 updates that are planned to begin in 2020

Do not close your work until you SAVE.

--	--	--	--	--	--	--

Form 3400-224 (08/19)

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Do not close your work until you **SAVE**.

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Attach - Other Supporting Documents

AR WintRdMain

 File Attachment

[2019-2020salt.pdf](#)

AR WintRdMain

 File Attachment

[2019-2020saltbrine.pdf](#)

AR WintRdMain

 File Attachment

[2019-2020sand-salt.pdf](#)

AR IP

 File Attachment

[2-NCWSCSponsorships2018-2019003.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

EO Program

 File Attachment

[2019MinimumControlMeasures.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

--

Draft and Share PDF Report with Municipality's Governing Body.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been approved by the governing body, you will have to come back to the MS4 eReporting system to submit the report to the DNR.

[Draft and Share PDF Report with Municipality's Governing Body](#)

Sign and Submit Your Application

Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Marathon County MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- Authorized municipal contact using WAMS ID.
- Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:

Title:

Authorized Signature.

- I accept the above terms and conditions.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

Marathon County MS4 Minimum Control Measures

2019

Public Education and Outreach

Public Involvement and Participation (Annual Report, Storm Water Management Program & Storm Water Policies/Ordinances). This should include community's Annual Volunteer Activity.

No.	Topic Area		Description			
1	Illicit Discharge Detection and Elimination		Promote detection and elimination of illicit discharges and water quality impacts associated with such discharges from municipal separate storm sewer systems.			
Active Passive	Date	Description	Quantity	Estimated People	Audience	Regional Effort
	Apr-19	CPZ staff trained MCHD construction staff on identifying common illicit discharge in county highway ditches, specifically related to sewer discharges.	1	10	government employees	No

No.	Topic Area		Description			
2	Household Hazardous Waste Disposal / Pet Waste Management / Vehicle Washing		Inform and educate the public about the proper management of materials that may cause storm water pollution from sources including automobiles, pet waste, household hazardous waste and household practices.			
Active Passive	Date	Description	Quantity	Estimated People	Audience	Regional Effort
A	Apr-19	MCHD all staff Spring Training discussing protection of storm water inlets at hwy shops	1	65	Public Employees	No
P	Apr-19	Rubber Ducky Commercials during Earth Week, 1 week campaign on WAOW, WSAW and WZAW.	10+	1000's	General public	yes

Marathon County MS4 Minimum Control Measures

2019

Public Education and Outreach

Public Involvement and Participation (Annual Report, Storm Water Management Program & Storm Water Policies/Ordinances). This should include community's Annual Volunteer Activity.

No.		Topic Area	Description			
3		Yard Waste Management / Pesticide and Fertilizer Application	Promote beneficial onsite reuse of leaves and grass clippings and proper use of lawn and garden fertilizers and pesticides.			
Active Passive	Date	Description	Quantity	Estimated People	Audience	Regional Effort

No.		Topic Area	Description			
4		Stream and Shoreline Management	Promote the management of streambanks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways.			
Active Passive	Date	Description	Quantity	Estimated People	Audience	Regional Effort
P	2019	Distribution of Handouts 1. "A Guide to Healthy Shorelands" 2. "Frequently Asked Shoreland Zoning Questions" 3. "Managing Runoff With Healthy Lakes Practices" 4. "The Eau Pleine Partnership for Integrated Conservation" 5. "Wetland Identification Program"	9	225	General Public	Y
A	2019	Shoreland Alteration or Mitigation Permits	89	89	General Public	N

Marathon County MS4 Minimum Control Measures

2019

Public Education and Outreach

Public Involvement and Participation (Annual Report, Storm Water Management Program & Storm Water Policies/Ordinances). This should include community's Annual Volunteer Activity.

No.	Topic Area		Description			
5	Residential Infiltration		Promote infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks			
Active Passive	Date	Description	Quantity	Estimated People	Audience	Regional Effort
A	Aug-19	No Farms - No Food T shirts and presentation by UW Extension	1	200	General Public	Yes

No.	Topic Area		Description			
6	Construction Sites and PostConstruction Storm Water Management		Inform and educate those responsible for the design, installation, and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices.			
Active Passive	Date	Description	Quantity	Estimated People	Audience	Regional Effort
P	2019	Printed and Distributed Construction Site Erosion Control Field Guides	1	250	public employees and contractors	Yes
A	2019	Training for Highway Department Construction Crews for erosion control	1	10	public employees	No

Marathon County MS4 Minimum Control Measures

2019

Public Education and Outreach

Public Involvement and Participation (Annual Report, Storm Water Management Program & Storm Water Policies/Ordinances). This should include community's Annual Volunteer Activity.

No.		Topic Area		Description			
7		Pollution Prevention		Identify businesses and activities that may pose a storm water contamination concern, and educate those specific audiences on methods of storm water pollution prevention.			
Active Passive	Date	Description	Quantity	Estimated People	Audience	Regional Effort	
A	May-19	Wisconsin River Cleanup Sponsorship and presentation at the welcome event	1	300	General public	yes	
A	Oct-19	Cub Scout Tour - apporximately 100 scouts and parents toured highway shop to learn about winter maintenance and the salt reduction strategies the Department is utilizing.	1	100	General public	Yes	

No.		Topic Area		Description			
8		Green Infrastructure / Low Impact Development		Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development.			
Active Passive	Date	Description	Quantity	Estimated People	Audience	Regional Effort	



Monthly Totals

Thursday, March 12, 2020

Start Date

10/1/2019

7:45:14 AM

Finish Date

10/31/2019

JOB NUMBER	GALLONS BRINE	GALLONS ADDITIVE
280-2	2,741.60	0.00
287-71	3,348.00	14.40
287-712	156.00	0.00
287-73	12,223.00	0.00
287-730	2,500.00	0.00



Monthly Totals

Thursday, March 12, 2020

Start Date

11/1/2019

7:45:52 AM

Finish Date

11/30/2019

JOB NUMBER	GALLONS BRINE	GALLONS ADDITIVE
280-2	28,585.50	433.30
287-71	29,196.40	914.80
287-712	1,182.40	46.60
287-73	53,837.90	1,666.10
287-730	1,916.00	0.00
290-24	263.00	0.00
290-53A	988.00	0.00



Monthly Totals

Thursday, March 12, 2020

Start Date

12/1/2019

7:46:37 AM

Finish Date

12/31/2019

JOB NUMBER	GALLONS BRINE	GALLONS ADDITIVE
280-2	51,097.30	1,496.20
287-71	61,879.30	2,337.20
287-712	3,422.70	116.30
287-73	51,605.20	2,284.80
287-730	712.50	37.50
290-49B	47.50	2.50
290-70	495.00	26.00



Monthly Totals

Thursday, March 12, 2020

Start Date

1/1/2020

7:49:33 AM

Finish Date

1/31/2020

JOB NUMBER	GALLONS BRINE	GALLONS ADDITIVE
280-2	25,849.90	730.40
287-71	71,863.70	3,874.70
287-712	141.00	0.00
287-73	22,439.10	1,132.90
290-49B	95.00	5.00



Monthly Totals

Thursday, March 12, 2020

Start Date

2/1/2020

7:50:41 AM

Finish Date

2/29/2020

JOB NUMBER	GALLONS BRINE	GALLONS ADDITIVE
280-2	16,142.00	795.40
280-5	912.00	48.00
280-6	2,793.00	97.00
287-71	16,820.90	774.60
287-73	40,361.00	1,984.00
290-29	411.00	0.00
290-49B	47.50	2.50
290-70	0.00	702.20

Tonnage and Charge Summary

Order: by Job (2802, 2967) by Material (16) Type: Exclude Voids
From 10/01/2019 to 10/31/2019

Salt

280-2 (2802)

granular

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
1	3.64	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

296-7 (2967)

Brine

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
23	38.25	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tonnage and Charge Summary

Order: by Job (2802, 2967) by Material (16) Type: Exclude Voids
From 11/01/2019 to 11/30/2019

280-2 (2802)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
212	740.16	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

296-7 (2967)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
66	138.22	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tonnage and Charge Summary

Order: by Job (2802, 2967) by Material (16) Type: Exclude Voids
From 12/01/2019 to 12/31/2019

280-2 (2802)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
572	2,727.74	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

296-7 (2967)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
89	187.32	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tonnage and Charge Summary

Order: by Job (2802, 2967) by Material (16) Type: Exclude Voids
From 01/01/2020 to 01/31/2020

280-2 (2802)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
395	1,448.56	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

296-7 (2967)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
74	137.93	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tonnage and Charge Summary

Order: by Job (2802, 2967) by Material (16) Type: Exclude Voids
From 02/01/2020 to 02/29/2020

280-2 (2802)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
30	64.46	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

296-7 (2967)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
46	102.79	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tonnage and Charge Summary

Order: by Job (2802, 2967) by Material (16) Type: Exclude Voids
From 03/01/2020 to 03/17/2020

280-2 (2802)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
101	239.86	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

296-7 (2967)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
5	9.23	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tonnage and Charge Summary

Order: by Job (2802) by Material (17) Type: Exclude Voids
From 10/01/2019 to 10/31/2019

Sand - Salt

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frcht/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
--------------	-------------	--------------	--------------	--------------	------------------	--------------	---------------------	-------------------

Tonnage and Charge Summary

Order: by Job (2802) by Material (17) Type: Exclude Voids
From 11/01/2019 to 11/30/2019

280-2 (2802)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
14	10.63	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tonnage and Charge Summary

Order: by Job (2802) by Material (17) Type: Exclude Voids
From 12/01/2019 to 12/31/2019

280-2 (2802)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frigh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
119	667.49	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tonnage and Charge Summary

Order: by Job (2802) by Material (17) Type: Exclude Voids
From 01/01/2020 to 01/31/2020

280-2 (2802)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
204	597.40	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tonnage and Charge Summary

Order: by Job (2802) by Material (17) Type: Exclude Voids
From 02/01/2020 to 02/29/2020

280-2 (2802)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frght/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
195	569.58	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Tonnage and Charge Summary

Order: by Job (2802) by Material (17) Type: Exclude Voids
From 03/01/2020 to 03/17/2020

280-2 (2802)

<u>Loads</u>	<u>Tons</u>	<u>Yards</u>	<u>Count</u>	<u>Other</u>	<u>Frgh/Add</u>	<u>Taxes</u>	<u>Total Charge</u>	<u>Total Paid</u>
28	34.60	0.00	0.00	0.00	\$0.00	\$0.00	\$0.00	\$0.00

Notice: This Delegation of Signature Authority (DSA) form is authorized by s. NR 205.07(1)(g), Wis. Adm. Code, to delegate signature authority for a Wisconsin Pollutant Discharge Elimination System (WPDES) submittal, which may include a Notice of Intent (NOI or request for coverage), Notice of Termination (NOT), or other permit compliance document. To delegate signature authority, submittal of this completed DSA form to the Department of Natural Resources (Department) is mandatory for any permittee, landowner, responsible executive or municipal officer, manager, partner, or proprietor as specified in s. 283.37(3), Wis. Stats., to be regulated under a WPDES general permit.

Submission of this DSA constitutes notice that the permittee, landowner, responsible executive or municipal officer, manager, partner, or proprietor identified in Section II has authorized the person identified in Section III as a duly authorized representative to sign the WPDES submittal for the landowner, responsible executive or municipal officer, manager, partner, or proprietor. The completed DSA form shall be submitted as an attachment to the WPDES submittal or when there are any changes to the authorized representative with the permitted facility or activity.

Note: Submission of a DSA form is not required when the permittee, landowner, responsible executive or municipal officer, manager, partner, or proprietor signs the WPDES submittal.

Please read all instructions before completing this form, and type or clearly print the information. All necessary information must be provided on this form. Submission of this DSA constitutes notice that the permittee identified in Section II has authorized the person identified in Section III to sign the WPDES submittal on behalf of the permittee. Failure to complete this form correctly will result in the Department's rejection of the WPDES submittal. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records law (ss. 19.31 - 19.39, Wis. Stats.).

Section I: WPDES Submittal Information

- WPDES Permit Type:
- Concentrated Animal Feeding Operation (CAFO) General Permit No. WI-0063274
 - Concentrated Animal Feeding Operation (CAFO) Individual Permit No. _____
 - Storm Water Construction Site General Permit No. WI-S067831
 - Storm Water Industrial General Permit No. _____
 - Storm Water Municipal (MS4) Permit No. S050075
 - Storm Water Transportation Construction Activities General Permit No. WI-S066796
 - Storm Water Transportation TS4 General Permit No. WI-S066800
 - Wastewater General Permit No. _____

- WPDES Submittal Type:
- MS4 or TS4 Annual Report or other permit compliance document
 - Notice of Intent (NOI)/Permit Application
 - Notice of Termination (NOT)
 - Wastewater Electronic Discharge Monitoring Report (eDMR)
 - CAFO Plans and Specifications
 - Nutrient Management Plans
 - Other: _____

Section II: WPDES Permittee Responsible for Pollutant Discharge

WPDES Permittee (first and last name, title) Lance Leonhard, Administrator	Individual, Company, Municipality, Organization, or Entity Name Marathon County		
Mailing Address 500 Forest Street	City Wausau	State WI	ZIP Code 54403
Email Address Lance.Leonhard@co.marathon.wi.us	Phone Number (area code) 715-261-1400	Alternative Phone Number	

Section III: Delegated Signatory Information

Signatory Name (first and last name, title) Kevin Lang, Maintenance Manager	Individual, Company, Municipality, Organization, or Entity Name Marathon County Highway Department		
Mailing Address 1430 West Street	City Wausau	State WI	ZIP Code 54401
Email Address Kevin.Lang@co.marathon.wi.us	Phone Number (area code) 715-261-1809	Alternative Phone Number 715-581-4759	

Delegation of Signature Authority (DSA) WPDES General Permit Discharge

Form 3400-220 (R 06/19)

Page 2 of 4

Section IV: Certification & Signature

This is to notify the Department that as the landowner, responsible executive or municipal officer, manager, partner, or proprietor, I delegate signature authority to the person identified in Section III for signature of the WPDES submittal under a WPDES general permit. I authorize the person identified in Section III pursuant to the delegation of signature authority process set forth in s. NR 205.07(1)(g), Wis. Adm. Code, as a duly authorized representative.

As required by s. NR 205.07(1)(g)2, Wis. Adm. Code, this form should be submitted to the Department with the WPDES submittal. I understand that if there are any changes to this authorization, a new complete DSA form shall be submitted to the Department. I understand that the landowner, responsible executive or municipal officer, manager, partner, or proprietor regulated under a WPDES general permit is the permittee, and as such, I am responsible for compliance with the WPDES General Permit. Further, I authorize the person identified in Section II to create a Wisconsin Management System (WAMS) ID and electronically sign an electronic WPDES submittal on my behalf and submit all required information and attachments, if electronic application or reporting is available.

For this DSA form, the WPDES submittal and all required information and attachments, I certify under penalty of law that these documents and all attachments were prepared under my direction or supervision with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

NOTE: This form must be signed by a permittee, landowner, responsible executive or municipal officer, manager, partner, or proprietor as described in the instructions of page 3. Failure to properly complete and sign this form will result in its rejection.

Marathon County FID737221320, FIN33674

Printed Name of WPDES Permittee

Lance Leonhard, Administrator

Title

Signature of WPDES Permittee

Date Signed

Delegation of Signature Authority (DSA) WPDES General Permit Discharge

Form 3400-220 (R 06/19)

Page 3 of 4

Instructions

Section I: WPDES Submittal Information

Provide the permit type, permit number, and submittal type that the delegated signatory is being granted delegation of signature authority.

Section II: WPDES Permittee Responsible for Pollutant Discharge

A permittee is defined as a person holding fee title, an easement or interest in the property or responsible executive or municipal officer, manager, partner, or proprietor with authority that allows the person to undertake permitted activities on the property. Please provide the legal name of the person and title that is a landowner, responsible executive or municipal officer, manager, partner, or proprietor regulated under the specified WPDES general permit. Please also provide the legal name of the individual, company, organization, or other entity that is permitted under the specified WPDES general permit. The mailing address and phone number given should be for the landowner, responsible executive or municipal officer, manager, partner, or proprietor.

Section III: Delegated Signatory Information

Provide the legal name of the person, company, organization, or any other entity and the legal name of the person and/or position who is the delegated signatory to be a duly authorized representative. This person or position must be responsible for the overall operation of the facility or activity regulated by the WPDES general permit. The mailing address and phone number given should be for the person who is delegated signature authority as a duly authorized representative.

Section IV: Certification & Signature

State regulations (s. 283.37, Wis. Stats) provide for severe penalties for submitting false information on this DSA form. State regulations require this form to be signed as follows:

1. For a corporation, by a principal executive officer of at least the level of vice president or by the principal executive officer's authorized representative responsible for the overall operation of the point source for which a permit is sought.
2. For a limited liability company, by a member or manager.
3. For a partnership, by a general partner.
4. For a sole proprietorship, by the proprietor.
5. For a unit of government, by a principal executive officer, or ranking elected official.

Sign the form, print or type the name of the individual signing the DSA form and the date of signature.

How to Submit

The completed DSA form must be submitted as an attachment with the WPDES document submitted electronically with the online WPDES submittal identified in Section I.

CAFO: The online water permit application and report system can be accessed at the Department's website at: dnr.wi.gov/permits/water/ or contact the regional CAFO specialist at: <https://dnr.wi.gov/topic/agbusiness/cafo/contacts.html>

Storm water: The online water permit application and report system can be accessed at the Department's website at: dnr.wi.gov/permits/water/.

Wastewater: The wastewater online system can be accessed at the Department's website at: dnr.wi.gov/topic/wastewater/GeneralPermits.html.

Paper mail copies can be sent to the Wisconsin Department of Natural Resources office associated with the county of the facility site or discharge location as listed on page 4. Be sure to note the appropriate water program.

Delegation of Signature Authority (DSA) WPDES General Permit Discharge

Form 3400-220 (R 06/19)

Page 4 of 4

Northern Region (NOR)			Storm Water Permits:	Wastewater Permits:
Ashland	Forest	Price	WDNR Eau Claire Service Center 1300 W Clairemont Ave Eau Claire, WI 54701 715-839-1636	WDNR NOR Headquarters Attn: Wastewater GP Program 810 W Maple St Spooner, WI 54801 715-635-2101
Barron	Iron	Rusk		
Bayfield	Langlade	Sawyer		
Burnett	Lincoln	Taylor		
Douglas	Oneida	Vilas		
Florence	Polk	Washburn		
Northeast Region (NER)			Storm Water Permits:	Wastewater Permits:
Brown	Manitowoc	Outagamie	WDNR NER Headquarters Attn: Storm Water Program 2984 Shawano Ave Green Bay, WI 54313-6727 920-662-5100	WDNR NER Headquarters Attn: Wastewater GP Program 2984 Shawano Ave Green Bay, WI 54313 920-662-5100
Calumet	Marinette	Shawano		
Door	Marquette	Waupaca		
Fond du Lac	Menominee	Waushara		
Green Lake	Oconto	Winnebago		
Kewaunee	Oneida Reservation			
West Central Region (WCR)			Storm Water Permits:	Wastewater Permits:
Adams	Jackson	Portage	WDNR Eau Claire Service Center 1300 W Clairemont Ave Eau Claire, WI 54701 715-839-1636	WDNR WCR Headquarters Attn: Wastewater GP Program 1300 W Clairemont Ave Eau Claire, WI 54701 715-839-3700
Buffalo	Juneau	St. Croix		
Chippewa	La Crosse	Trempealeau		
Clark	Marathon	Vernon		
Crawford	Monroe	Wood		
Dunn	Pepin			
Eau Claire	Pierce			
South Central Region (SCR)			Storm Water Permits:	Wastewater Permits:
Columbia	Green	Richland	WDNR SCR Headquarters Attn: Storm Water Program 3911 Fish Hatchery Rd Fitchburg, WI 53711 608-275-3266	WDNR SCR Headquarters Attn: Wastewater GP Program 3911 Fish Hatchery Rd Fitchburg, WI 53711 608-275-3266
Dane	Iowa	Rock		
Dodge	Jefferson	Sauk		
Grant	LaFayette			
Southeast Region (SER)			Storm Water Permits:	Wastewater Permits:
Kenosha	Sheboygan		WDNR Waukesha Service Center Attn: Storm Water Program 141 N.W. Barstow St, Rm 180 Waukesha, WI 53188 262-574-2100	WDNR SER Headquarters Attn: Wastewater GP Program 2300 N Dr. Martin Luther King Jr. Dr Milwaukee, WI 53212 414-263-8500
Milwaukee	Walworth			
Ozaukee	Washington			
Racine	Waukesha			

Project Charter

A. General Information

Project Title:	2050 Transportation System Capital Plan		
Brief Project Description:	Develop the process and scope for the development of the county's transportation network sustainability plan.		
Prepared By:	Leonhard, Robinson		
Date:	December 13, 2019	Version:	2

B. Project Objective:

Explain the specific objectives of the project. For example: What results are expected? What are the deliverables? What benefits will be realized? What problems will be resolved?

1. The plan will develop a long-term funding plan for transportation related capital improvement projects (e.g, roadway maintenance, upgrades, and construction, as well as multi-modal transportation related projects) that maximizes state transportation funding (6 year State GTA average) and minimizes county government budget impact, while enhancing mobility. **(Obj. 10.12)**
2. the Plan will make determinations about short-term and long-term financing of transportation projects that the Marathon County Board of Supervisors will consider.
3. The plan will inventory and evaluate our transportation network referencing the date of construction, classification of roadway, assessment of current condition (PASER), next major maintenance date and scope, safety rating, and surrounding land-use plan. (Classification should get beyond major/minor collector, look where the traffic counts are going in the next 20 year, look at the use-farm/ag)
4. The plan will drive the specific roadway classifications, improvements, and maintenance decisions (mill and resurface v. rebuild to all-season, lane expansions, widening roadway shoulders, straightening roads, etc.) and be used to spur and inform the development of a countywide arterial/corridor study.
5. The plan will give non-fiscal policy recommendations to improve the functioning of our transportation system (e.g., recommend zoning and land use ordinance changes to improve multi-modal transportation and promote economic development).

C. Assumptions

List and describe the assumptions made in the decision to charter this project. Please note that all assumptions must be validated to ensure that the project stays on schedule and on budget.

- The county board will adopt the fiscal strategy set forth in the plan.
- Lead Department Heads and/or designee have the resources (time and skill) for leading the implementation of the Transportation System Capital Plan.
- Cross-department participation will be incorporated in the development of plan strategies and implementation of the plan.
- Local municipalities, and the MPO, will participate in the development of plan strategies and implementation of the plan.
- Internal support departments will strive to minimize barriers to community service departments' efforts in support of the Plan.
- Marathon County Government understands that the transportation system, as opposed to simply individual roadways, is the asset we need to value and maintain.
- Marathon County values maximizing our state funding and other resources (state and federal aids, etc.).
- Department Heads and County Board of Supervisors have varying levels of understanding and

Project Charter

skills as it relates to the county's needs and available funding resources.

D. Project Scope

Describe the scope of the project. The project scope establishes the boundaries of the project. It identifies the limits of the project and defines the deliverables.

1. The plan is for a Comprehensive (high level) 30 year plan that will cover ALL county highways currently under county control (excluding forest roads and airport access roads)
2. The plan will provide for a Strategic (more detailed) 6-year plan with respect to transportation projects
3. The plan will take into consideration existing State highways and local/municipal roadways.
4. Build in projected cost increases into our financial planning

List any requirements that are specifically excluded from the scope.

Plan generation will not include:

- Assumptions or predictions that State / Federal funding mechanisms will change

E. Project Milestones

List the major milestones and deliverables of the project. What will the products be?

Milestones	Deliverables	Date
Inventory (construction history and classification)	Map and corresponding spreadsheet	90 days
Safety Audit	Standalone report to be incorporated as appendix with finding and recommendations to be included in this report	270 days (concurrent w/ 1)
Develop and apply 2050 population, economic development, and demand model to project multi-modal transportation need	Report with maps	270 days (concurrent w/ 1 & 2)
Develop funding needs based on transportation need as determined by modeling	Spreadsheet with roadway need, by year, with present value cost and project inflation cost (segment life-cycle cost by year)	90 days After 1, 2, and 3
Develop funding strategy based on funding needs	Narrative explanation of funding streams (e.g. GTA and other state aids), inflation and costs projections, and general narrative	90 days after 1, 2, 3, and 4
Develop non-fiscal policy recommendations (e.g. land use, zoning)	recommendations	Concurrent with everything
Plan development and writing		90 days
Completion		1 year total

F. Impact Statement

List the impact this project may have on existing systems or units.

Project Charter

Potential Impact	Systems / Units Impacted
Improve and enhance CIP process	
Inform our budget process	
Inform our land-use policy	

DRAFT

Project Charter

G. Roles and Responsibilities

Describe the roles and responsibilities of project team members followed by the names and contact information for those filling the roles. The table below gives some generic descriptions. Modify, overwrite, and add to these examples to accurately describe the roles and responsibilities for this project.

Sponsor: Provides overall direction on the project. Responsibilities include: approve the project charter and plan; secure resources for the project; confirm the project's goals and objectives; keep abreast of major project activities; make decisions on escalated issues; and assist in the resolution of roadblocks.	
Name	Email / Phone
Infrastructure Committee Chair	
Project Manager: Leads in the planning and development of the project; manages the project to scope. Responsibilities include: develop the project plan; identify project deliverables; identify risks and develop risk management plan; direct the project resources (team members); scope control and change management; oversee quality assurance of the project management process; maintain all documentation including the project plan; report and forecast project status; resolve conflicts within the project or between cross-functional teams; ensure that the project's product meets the business objectives; and communicate project status to stakeholders.	
Name	Email / Phone
NCWRPC	
Team Members: Works toward the deliverables of the project. Responsibilities include: understand the work to be completed; complete research, data gathering, analysis, and documentation as outlined in the project plan; inform the project manager of issues, scope changes, and risk and quality concerns; proactively communicate status; and manage expectations.	
Name	Email / Phone
MPO staff (modeling and planning)	
CPZ staff (mapping, planning)	
NCWRPC	
Finance Department	
Hwy Dept. staff	
Customer: The person or department requesting the deliverable. Responsibilities include: partner with the sponsor or project manager to create the Project Charter; partner with the project manager to manage the project including the timeline, work plan, testing, resources, training, and documentation of procedures; work with the project team to identify the technical approach to be used and the deliverables to be furnished at the completion of the project; provide a clear definition of the business objective; sign-off on project deliverables; take ownership of the developed process and software.	
Name	Email / Phone
County Board and Administrator	
Subject Matter Expert: Provides expertise on a specific subject. Responsibilities include: maintain up-to-date experience and knowledge on the subject matter; and provide advice on what is critical to the performance of a project task and what is nice-to-know.	
Name	Email / Phone
County staff, NCWRPC	

Project Charter

H. Resources

Identify the initial funding, personnel, and other resources committed to this project by the project sponsor.

Resource	Constraints
Assigned staff and designee time	Departmental priorities
Regional planning resources	Staff time, project schedule
Financial Resources need to compile information and develop report	Existing budget resources
	Home grown asset management system – lack of true system

I. Project Risks

Identify the high-level project risks and the strategies to mitigate them.

Risk	Mitigation Strategy
Assigned staff may have unforeseen, significant department obligations	Communicate the priority of this work
Acceptance and utilization by board and committees	<p>Continuous education on plan objectives/elements/recommendations</p> <p>Board adoption of plan as policy and then delegation of operation of plan to Administration and other staff</p>

J. Success Measurements

Identify metric and target you are trying to achieve as a result of this project. For example, overall cost savings of \$50K or reduce processing time by 25 percent.

<ol style="list-style-type: none"> 1. Plan results in maximization of state and federal aids 2. Reduce the fluctuation of transportation aids and other funding streams

Project Charter

K. Signatures

The signatures of the people below document approval of the formal Project Charter. The project manager is empowered by this charter to proceed with the project as outlined in the charter.

Customer:		
Name	Signature	Date
Project Sponsors:		
Name	Signature	Date
Project Manager:		
Name	Signature	Date

DRAFT

Telecommunication/Access to emergency response services:

Based on the March 5, 2020 informational meeting conducted by the Public Safety and Infrastructure Committees the following items were identified for additional study and follow-up:

- Educate the public about contacting Frontier to alert them that someone at the location has a medical condition so that it can be flagged
 - ARDC, Social Services, Health, County Newsletter
- Encourage individuals who have phone service issues to file a complaint with the FCC or DATCP or both to monitor the number of complaints
- Evaluate FCC regulations/requirements for providers to address emergency services specifically access to 911.
- Contact Frontier to offer county assistance in their corporate planning efforts to address infrastructure investments in the phone lines serving the county
- Create an inventory of existing phone lines, towers and service areas as well as other utility transmission lines
 - CPZ GIS staff, Emergency Management
- Evaluate Design 9 plan and phases to try to prioritize county investment in projects that will address areas where land-line issues are prevalent and where cell service is limited
- Work with ISPs and Frontier to address areas where service issue pose a public safety concern. Consider prioritizing access to county funding to phases that address the greatest need
- Work with industry to develop and publicize an inventory of service options/enhancements to ensure access to 911 services (i.e. boosters)
- Work with state and federal legislators to identify potential funding sources and or regulatory changes needed to develop a comprehensive response
- Evaluate whether the county should create a program under which phones are made available to residents in the event of an emergency and or service failure
 - Emergency Management, ADRC
- Define county's role and Develop a plan and timeline for implementing concepts outlined in Design 9 report
 - Infrastructure Committee/Task Force

MARATHON COUNTY TRANSPORTATION PLAN

NCWRPC DRAFT -SCOPE OF WORK (12-13-19)

INTRODUCTION

Marathon County has asked the North Central Wisconsin Regional Planning Commission (NCWRPC) for assistance preparing a county level transportation plan. This plan would have two primary goals. The first goal is to prepare a comprehensive inventory of Marathon County highways and bridges along with a detailed long-term maintenance schedule; while the second goal is to identify the necessary level of funding to maintain a reliable transportation network throughout the county.

A variety of steps will be required during this effort. These include:

- Prepare and adopt County Project Charter
- Identify Staff & Financial Resources
- Formation/Designation of a Technical Advisory Committee (TAC)
- Inventory of highway and bridge network
- Develop list of planned improvements to network
- Establish various assumptions related to roadway life cycle, costs, inflation, etc.
- Prepare long-term reconstruction and maintenance schedule over plan period
- Conduct Transportation Revenue Analysis
- Completion of a County Highway Safety Audit
- Development of various policies, for bike accommodations, all-season roads, ATVs, etc.

Combined these efforts will provide the foundation for the Marathon County Transportation Plan (MCTP). Below is a detailed scope of work to prepare the plan. All tasks will be completed by the NCWRPC and Highway Department, unless otherwise noted.

SCOPE OF WORK -PLANNING

TASK 1 – DEMOGRAPHICS

NCWRPC will assemble a variety of demographic information, including population, employment, and related. Much of this information will be collected from the Marathon County Comprehensive Plan.

TASK 2 - LAND USE

NCWRPC will collect 2015 land use information, including Identification of major activity centers, such as retail and employment areas (e.g., downtowns and industrial parks), higher education centers, health care facilities, government centers, and regional state and local parks, etc.

TASK 3 – TRANSPORTATION NETWORK INVENTORY

NCWRPC with the Highway Department will utilize existing information, from a variety of sources to develop a complete digital inventory of all highways - with segment identification - and bridges. Also as part of this an assessment of local, collector and arterial roadways will be determined.

TASK 4 –RATING

NCWRPC will extract rating data from WisDOT PASER for each highway segment and each bridge in the county. The Highway Department will provide a quality review of this information for accuracy. These ratings will form the foundation for future maintenance/upgrades scheduling.

TASK 5 – FUTURE TRANSPORTATION NETWORK

County Highway Department will identify, if any, new additions or deletions to the county highway and bridge network over the planning period. Problem areas that will need upgrades would be identified as well. The existing highway network will be reviewed in relation to demographic projections to forecast future network deficiencies.

TASK 6 – UTILIZE WisDOT MODELING

NCWRPC will review WisDOT model for inclusion in the planning effort. The model will be same as used for the preparation of the MPO Long Range Transportation Plan. Congestion and traffic volumes would be the likely information from this effort.

TASK 7 – DEVELOP GIS MAPS

NCWRPC will prepare digital geographic information system (GIS) maps. GIS methods will permit creation of various layers, as appropriate, to display the different components of the regional transportation system (e.g., roadway segments).

A variety of maps will be prepared, including: System Network, Network Condition, Traffic Counts, Land Use Corridors, Network Classification, Planned Improvements, Problem/Safety Areas, among others.

TASK 8 – REVENUE ANALYSIS

This would be contracted separately and incorporated into the plan. This task will identify potential funding sources, possible financing options, and estimated revenue amounts that may be available to implement necessary improvements. The funding overview and discussion of revenues and expenditures carried out during this task will draw from a variety of documents and data from federal, state, local, and private sources. Ultimately, this effort will permit a “gap analysis” that will document potential additional funding needed to implement long-range recommendations.

TASK 9 – CONSIDER NON-ROADWAY COMPONENTS

NCWRPC along with the Highway Department will identify and analyze the various improvement options for the non-roadway aspects of the MCTP, focusing on goods movement and non-motorized (pedestrian/bicycle/trails) components.

TASK 10 – FUTURE TRANSPORTATION COST ASSUMPTIONS

NCWRPC with the Highway Department will develop a standard Roadway Life Cycle for planning purposes as well as cost estimates for general maintenance, from crack filling to reconstruction. These, along with an inflation rate will be used to determine costs over the planning period.

TASK 11 – ASSESSMENT OF PREFERRED MAINTENANCE

A determination of the “Preferred/Optimal” transportation network funding will be identified based on the current system, future needs and other assumptions.

TASK 12 – FUNDING GAP ANALYSIS

NCWRPC will prepare a description of costs associated with maintaining, preserving, and improving the Marathon County’s transportation system through Year 2040. Costs of the Preferred Plan will be compared to a fiscally-constrained revenue scenario to identify the funding gap associated with the likely capital, operations, preservation and maintenance costs of the system versus available funding through identified revenue sources. Additional research will be conducted to identify potential new or innovative revenue streams that could be utilized to diminish the identified funding gap. A variety of graphics will be developed showing gaps in future funding.

TASK 13 – PREPARE TRANSPORTATION PLAN

NCWRPC will pull together the previous information into one plan document. The Marathon County Transportation Plan will help inform decision makers as they guide the county’s transportation future investments over the 25-year planning horizon. In addition document will also incorporate the following:

- Ensure a safe and efficient transportation system for residents and visitors
- Sustainability, Land use and transportation linkages, Community Access, Economic Development Opportunities
- Optimize use of existing infrastructure by balancing land use development patterns
- Enhance linkages to facilitate enhanced economic development

MEETINGS:

A variety of meetings will be held during the planning process.

Meeting 1: Highway Department & NCWRPC

- Prepare Highway Inventory
- Review roadway segments
- Review existing highway capital plan
- Discuss current issues and concerns in the network
- Review initial demographic data, maps, and plan format

Meeting 2: Highway Department & NCWRPC

- Follow up from last meeting
- Develop schedule of maintenance
- Identify cost estimates for planning period
- Review options
- Finalize required maps

Meeting 3: Working Group

- Review Draft Plan
- Review Schedules
- Revise based on separate policy development process
- Finalize steps to prepare plan

Meeting 4: Committee/Task Force

- Present Marathon County Transportation Plan

MARATHON COUNTY HIGHWAY DEPARTMENT POLICY FOR WORK ZONES ON COUNTY HIGHWAYS

The purpose of this policy is to ensure that work zones on Marathon County Highways are subject to consistent signing and flagging operations.

Effective January 20, 2020, all flaggers working on the Marathon County Highway System are required to be certified. The requirement is to ensure flaggers get the proper training in order to keep themselves safe, as well as their fellow workers and the traveling public. The certification shall include:

- 4 hours of classroom training
- 8 hours in the field/on the job training
- Refresher course every 2 years

Any training that meets the requirements identified in the Wisconsin Flagging Handbook will qualify as certification.

Flaggers will need to show proof of certification if asked by Marathon County representatives. Failure to show proof may result in an immediate shutdown of the operation until a certified flagger can take over the duties. Flaggers must follow the 2020 Wisconsin Flagging Handbook. The use of portable rumble strips for work zones on the Marathon County Highway System will not be required.

All work within the right of way will require a permit. Work zones must be properly signed in accordance with the approved detail as approved with the permit. Failure to follow the approved signing plan could result in an immediate shutdown of the operation until the proper signing is in place.

PERMIT PROVISIONS AND CONDITIONS OF ISSUANCE

Pursuant to Wisconsin Statutes, this permit is granted to allow performance of the specific work described herein. The following standard provisions and any included special provisions shall govern:

- 1 The Applicant agrees to indemnify and hold harmless the Permitting Authority, its employees and its agents, from any cost, claim, suit, liability and/or award which might come, be brought, or be assessed, because of the issuance or exercise of the permit, or because of any adverse effect upon any person or property which is attributed to the partially or entirely completed works of the Applicant. Accomplishment of the permitted work, or any part thereof, by or on behalf of the Applicant shall bind such Applicant to abide by this permit and all its conditions and provisions.
- 2 The permitted facilities shall, if necessary, be altered at the expense of the Applicant to permit alteration, improvement, or maintenance of the highway as may hereafter be ordered. The entire cost of constructing and maintaining the permitted facilities shall be the obligation of the Applicant unless a contract for such costs has been executed.
- 3 No open cutting for a crossing will be allowed where the pavement is too narrow to maintain one-way traffic at all times, unless the Permitting Authority has granted permission for a detour. Wherever the pavement is opened, the spoil shall be hauled away and the trench shall be backfilled with sand or gravel and compacted in layers. The pavement removed for a road crossing shall be replaced as per the Permitting Authority specifications.
- 4 For any work within the right-of-way, the Applicant shall provide ALL NECESSARY SIGNS, CERTIFIED FLAGMEN, LIGHTS AND DEVICES required by the *2020 Wisconsin Flagging Handbook* (with the exception of rumble strips) as compiled by the Wisconsin Department of Transportation as well as the *WisDOT Flogger Certification Requirements -2020*. When a detour is allowed, local newspapers shall be notified by the Applicant in advance of the work being started.
- 5 A Temporary Traffic Control (TTC) Plan shall be submitted along with the utility application with an explanation of what traffic control devices will be used in accordance with the WisDOT *Wisconsin Manual on Uniform Traffic Control Devices (WMUTCD)* and the *2020 Wisconsin Flagging Handbook*.
- 6 All disturbed areas shall be returned to their present condition or better, subject to the satisfaction of the Permitting Authority or its representative. Access to all private drives and public street intersections shall be maintained, and all disturbed areas completely restored.
- 7 Any trenching, tunneling, or excavating shall be performed in accordance with the requirements of OSHA and the Wisconsin Department of Industry, Labor and Human Relations, and any applicable local regulations.
- 8 A copy of this approval, along with any plans and special provisions, shall be available on the job site.
- 9 Before commencement of work the Applicant shall file a start notice with the Permitting Authority.
- 10 Upon completion of the work the Applicant shall file a written notice with the Permitting Authority.
- 11 When irrigation or drain tile is installed under the County Trunk Highway it shall be the Owner of this tile or ducts responsibility to maintain same. If the County Trunk Highway must be disturbed it shall be done by County forces and paid for by the Owner. Each tile or duct passing under a County Trunk Highway must be encased with a larger diameter casing to provide for removal of drain tile or duct.



MARATHON COUNTY

OFFICE OF HIGHWAY COMMISSIONER

1430 WEST STREET
WAUSAU, WI 54401

TO: Infrastructure Committee
FROM: Jim Griesbach
RE: April Highway Report
Date: April 2nd, 2020

In response to the Covid-19 outbreak we have split the crews between our 5 shops not having more than 10 in any group. Each shop has been assigned a supervisor, crews are broke down to 2 and the same 2 people each day in the same vehicle. Vehicles are to be wiped or sprayed down daily. Supervisors are to have as little contact to no contact with the other supervisors. Employees are to report to work no more than 5 minutes to scheduled start time and leave upon return. Some administrative staff have been working from home. We are not having anyone punch in or out to avoid gathering in the breakroom. Doors have been locked to the general public and vendors. General public are encourage to call to set appointments if deem necessary and vendors have a designated area for deliveries.

Crews placed Mastic on STH 13 and have been filling potholes, brushing, picking trash, repairing guardrail and other damage claims. We plan on starting to remove culvert patches and start washing bridges over the next several weeks. We will also be renting a Mastic Kettle and repairing some large cracks on STH 29. Mastic material has aggregate in and can be used in situations where traditional cracker filler generally fails used in wider and deeper cracks. We opened bids for Pulverizing, Milling and Col in Place Recycling, bids were awarded to Tri-County, Northeast Asphalt, Merrill Gravel and WK Construction. American Asphalt was low bid for our 2020 paving program.

Commissioner training in Eau Claire March 17 &18 was canceled due to Covid-19.

Submitted by
James Griesbach
Highway Commissioner

O:\HWY\COMMON\Staff\Kendra\Infrastructure\2020\04 2020\Attachments\April Commisioners Report.doc