



Wisconsin **Rural Water** Journal

Spring 2020

New Updates for Municipal Systems

**Assess-Reflect-Plan AWIA
Requirements**

**The Problem with
“Just-In-Time” Supply**

WRWA Energy Efficiency Program

**New & Different Perspectives
on Industry Operations**

2020 Award Winners

WISCONSIN RURAL WATER ASSOCIATION

**32nd
Annual**

TECHNICAL CONFERENCE

Although the 2020 WRWA Technical Conference was cancelled, we still would like to say thank you to those of you who provided support. We also gave out Awards and recognized Municipal workers and Businesses.

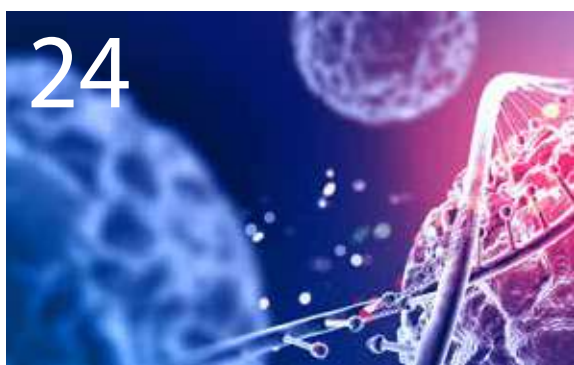
For more information please see pages 26-27

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Ramon Knudtson,
WRWA President, Melrose

Tragically, we have cancelled our spring Technical Conference on March 12 which means that much of the credits, revenue, business contacts and information did not happen this year. I would like to thank everybody for understanding and to know we had the best intentions in mind when we cancelled. As it turned out, the La Crosse Center shut down on the Monday before our event, so we beat the cancellation by a few days anyway. One of the very good things that happened from that cancellation is the response we got when we asked if systems and vendors would like to donate their registration fees, or part of them, to help defray the costs we had from the cancellations. We've had a great response and I would like to thank all the vendors and systems that have given. It was very heartwarming.

Hopefully by the time Operator Expo rolls around we will be in recovery from this COVID crisis. Board and staff are working on some ideas for an extended Expo which would get more training out to our operators so licenses can get in for renewals. For now, remember that we offer on-line training which is already DNR approved. It's easy to do and it may get you a few CEUs while everything is in flux. The Board has stayed in close touch with Chris during this period and we're making as much headway as we can in completing all the work that goes into the refunds and rescheduling. With the "Safer at Home" orders we are not able to train or contact municipalities in the normal way. The staff is still on call and with all their expertise they can probably help a lot over the phone. We are taking some time to plan and get things right so training is worth coming to and DNR approved. I realize that vendors from the industry are doing everything they can to safely help our operators, as well as our staff. For now, we are limited to working at home and contacting systems by phone or email, which keeps our staff safe and our operators safe. By staying home, we are able to respond to any emergencies that may occur. And we still deliver equipment for regular maintenance duties when you ask!

I would like to thank all operators, administrators, and boards for all the work on keeping their employees safe. And lastly thank you all who have loved ones that work in the health fields. Without these people and their families where would we be? Everyone and your families stay safe and take care until this is over.

Ramon



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WRWA Mission:

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our members in the
Water & Wastewater
Industries.



Chris Groh,
WRWA Executive Director

A Time of Reflection

On March 12, 2020 I had the pleasure (please read this ironically) to be the first Executive Director to cancel our annual spring Technical Conference. Exactly 8 hours earlier I had sent a mass email to our membership assuring them that we were indeed going to have a conference. That's how fast things changed on that day. Governor Evers declaring a health emergency and limiting the number of people in a gathering to 250 would not work for us and was the final nail in our conference coffin. We called it at around 2:30 pm and we then went into a mode of answering questions, refunds, license requirements and all the other millions of things we have been doing since. We had to face the fact that almost every system in the state sends someone to our conference; if someone got sick, we would have had to quarantine almost every municipal system in the state. I could see those headlines now! The only thing harder than having the conference, was not having the conference!

When we cancelled, we had a large cost to pay for down payments and other things. The down payment for the banquet food is \$10,000 alone. We had the idea that maybe some of you would like to help us defray those costs by donating registrations or sponsorships or anything else. Boy did our membership come through for us. If I haven't thanked you directly, let me take a minute to genuinely thank you now. Without support of our membership we would not be the Association we are. The one bright spot to all this is the support we feel from our members when things happen, good or bad.

And speaking of bad things happening, the COVID-19 crisis has been hitting everyone in the industry very hard. We are on the front line of public health just like a doctor or nurse or first responder. We are expected to supply safe water and treat our wastes so the environment doesn't suffer. As rural Wisconsinites, we supply safe water and wastewater treatment to over 4 million residents. Our job in this crisis is to continue supplying water and wastewater treatment just like any other day. We all see that these are not just any other days! Our Staff and Association has been determined to be an essential service, just like all your jobs are also essential. We have determined that limiting our personal contacts with you all will prevent any spreads of this disease to you, or from you to someone else we may visit down the road. Our most important service now is helping you run your systems efficiently, and to be available in case of an emergency. We are advocating that any and all maintenance you would normally do be done so critical infrastructure does not break down and runs efficiently. If you need any of our equipment, we will be able to get it to you and you can use it just as always. Please continue to flush your water systems, maintain your collection systems and keep everything running as usual. But let's do it without getting close to anyone else. Maintain that important six-foot distance. If you need someone to hold something while you work on it, get your partner to help you, but be sure to wash up and disinfect when

you are done. Maybe two people in the same vehicle is not such a great idea right now. It may be best to use then disinfect a personal vehicle, or use separate vehicles to get around to your duties in town. Limiting your exposure to anything outside of a quarantine is very critical. Most of our systems are made up of 1-4 people. If someone gets sick, it could possibly leave your system with no one to run it. In that case we have been maintaining a list of volunteer operators who have bravely volunteered to come to your system and run it while your crew may be down. Of course, we are available to help at all times.

This issue is full of articles addressing the COVID-19 situation and all the things that go into keeping your system operational. Please take everything printed here to heart and critically look at your system during this crisis. Then, we can talk about them next year at Conference! Stay safe, stay healthy, stay sanitized. *Chris*



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We get letters and emails!

We'd love to hear from you...

Good Morning Todd,

I just want to say thank you again to you and WRWA for helping me find the water main break in the North Avenue & 141 intersection.

Without your help and the equipment available thru WRWA I don't know how or when I would have found this leak.

Thank you,

Dennis Whitton, Public works supervisor, Water OIC
Village of Wausaukee

Dear Annie,

The Village of Albany would like to thank you for coming to the village to help us find the leak that was not coming to the surface. When I called on December 3, 2019 it was nice that you came so quick to help us find the leak. Without your help it would have taken a lot longer and would have cost the village a lot of money in lost water and the cost to repair. I would like to thank you very much one more time.

Lonnie W. Gill, Superintendent of Public Works
Village of Albany

I know everyone is busy at this time but just wanted to take a quick second of your time, and say a big THANK YOU to all of you at WRWA for all you guys do.

I do not wanna thank you for individual things or people because I'm sure something or someone will be left out. Once again THANKS for everything, it's all appreciated!!!

Thanks,

Joe Huiras, Director of Public Works, Village of Random Lake

I'm writing to thank you for continuing to be such a reliable resource for water professionals all over the state! I work for a large utility, but the continuing education opportunities offered by the WRWA are what keep my license current. I learn so much from you, and I know I can count on you to provide great advice and support. Thank you and be well!

Jennifer Allan, Madison Water Utility

The Village of Hawkins would like to thank Todd Weich and the WRWA for their assistance over the past several months. Todd is an asset to your Association! I first came into contract with Todd when the Village experienced a staffing issue and needed help with training new part-time employees on water sampling. Todd made a point to be on call with any questions we had. He even did check-ins to make sure we were doing ok. The Village of Hawkins also had three water main breaks this year. Todd answered my call on a late Friday afternoon and assured me that he could help us. Although his schedule was very tight with other communities experiencing the same issues, Todd showed up with the correlator when we needed him.

The Village of Hawkins greatly appreciates the services and great employees the WRWA provides!

Sincerely,

Alicia Valentine, Village of Hawkins Clerk-Treasurer

Chris,

I am writing you today on behalf of my posts within the WI Section of the CSWEA. Our operations committee is holding a round table discussion tomorrow to share information regarding the COVID-19 situation, specifically as it pertains to maintaining viable operations of water pollution control facilities. Our initial discussions have organized thoughts regarding:

Social distancing, organization of staffing in a way that limits staff to staff contact and maximizes staff redundancy, Review of supply chain, Unique operations challenges including influx of flushed wipes, changes in influent characteristics and impact on projects on out of state support, Regulatory compliance, CDC and other links

I would be interested in any thoughts or activities that rural water may be participating in, for example I am believe that the IL section is creating mutual aid lists.

Any thoughts you have are appreciated. Be well.

Troy

Chris,

This is fantastic, thank you for the great work that you and your colleagues are doing! I will share our notes following our round table; your mutual aid efforts are the only that I have heard of; well done.

Troy Larson, Strand Associates, Inc.



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New Updates *for* Municipal Systems



Jesse Hass,
WRWA Wastewater Technician/Trainer
Wastewater Specialist

Maps that are accurate and up-to-date are also a valuable tool for utilities in a time of emergency.

The importance of an updated emergency response plan, detailed maps, and cross training for utilities has come into focus over the last month. Each system should regularly update and review their emergency response plan and make it as detailed as possible. Along with an updated response plan, up-to-date maps with pertinent information, will allow your utility to handle adversity in an effective way. Lastly, and I cannot stress this enough, every utility should do their best to cross train employees. A utility with employees trained in all aspects public works will be more prepared for an emergency.

An emergency response plan is an important document to keep updated. This is evident now, more so than ever. The thing about an emergency plan is, once a system develops one, it usually sits on the shelf in a binder, collecting dust. In actuality, an emergency response plan should be visible and be living-breathing document that is regularly looked over, updated, and changed when needed. Most people will list one or maybe two contacts in their plan for each asset of their utility. This emergency is showing us that the more contacts for each asset you have in your plan, the more likely that your utility will be able to handle an emergency. Each utility should have backup

operators both still working in the industry and others who may have retired listed. Also, this situation also has brought into focus, the need to write detailed descriptions of duties and emergencies you may encounter. A couple examples would be, how would a person unfamiliar with your system deal with a main break or how, when, and where would someone collect samples. Along with developing a comprehensive emergency plan, it would help if you review it and did trial runs when things settle down. One last point is making sure the operators you have as backups know where to find the emergency materials.

Maps that are accurate and up-to-date are also a valuable tool for utilities in a time of emergency. Maps should also be updated and reviewed as often as possible. Each utility should do their best to have detailed maps that are easily read by everyone in a utility and possibly by an outside operator. This can be done in a variety of ways. Updating paper maps can be done by making notations, redrawing where assets are, or adding a missing asset. If you find assets that are not working in your system make sure to make note of these on your maps until you are able to repair the distressed asset. This would



be important, for example, if you had a valve that was not working. Making note of the malfunctioning valve on your map would save valuable time in an emergency. The operator would not waste time trying to close a broken valve, while isolating portions of your water system, if it easily read on your map. This is all easier to accomplish if your maps are digital, but either is workable.

Finally a suggestion for most utilities is to incorporate cross training within your utility. I have heard a myriad of reasons for utilities failing to cross train employees. Some reasons I have heard on visiting with systems include having to raise pay, different segments of the utility don't get along, some operators don't want to work in the wastewater plant, and "this is how this utility has always been" argument. Those arguments do not seem all that convincing to me. First of all, if an operator takes the initiative to get his or her schooling and training done and gets certified, they should be paid accordingly. Operators as a group are already underpaid. By not allowing operators to receive a higher wage for being certified, depresses wages and can cause division within a utility. If different departments do not get along and your utility has always been split, this a wakeup call to utilities. Utilities should realize they are all on the same team. Cross training allows utilities to adapt in the face of an emergency, and work more easily for the betterment of the utility. Lastly, the misconception that some operators have about working in the wastewater plant is disheartening. Wastewater operators need to do a better job of promoting their profession within the utility. And municipalities need to show operators that there are advantages like increased pay and professional development for being trained in all aspects of a utility. The days of only one or two operators that know everything about the system is long gone, and utilities need to recognize that after this crisis.

Jesse

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DO WE LEARN?



Vince Matarrese,
Advanced Safety Technology, Inc.
President

We can assume not all humans have good personal hygiene methods.

Will a pandemic change the way we live? I have been preaching washing your hands for years in bloodborne pathogens classes. Yet, I still see people not washing their hands or having good personal hygiene methods.

If you can't find disposable gloves for servicing, maintenance or custodian duties, look for heavier utility gloves you can disinfect and wash. Don't start re-using disposable gloves. Because of the shortage of N95 filtering face-piece disposable masks, you will have to start looking at other ways to complete a task that involves dust. Such as wetting down or using a ventilator (grabbing the dust and blowing it away for the area). Or, tight-fitting face piece respirators. The cost goes up drastically, which will also include medical evaluations. I noticed the first week of March, N95 filtering face-piece masks were going up in prices. Obviously, my biggest concern is worker safety and how this is going to affect their job. Especially if there are shortages of personal protective equipment.

Let's go back to the top. Looking at studies done by the Bradley Corporation, we can assume not all humans have good personal hygiene methods. A 2013 Michigan State University Study showed women washed their hands 61% of the time when using the restroom, men 40% of the time. But, if another person was present, it went up. 90% of women washed their hands compared to 75% of men. I did a brief 3-minute study in a public restroom just recently. 3 men, 1 washed his hands for 40 seconds with soap (yes, me), 1 left the stall and did not wash his hands and 1 used the urinal without washing his hands. It was also nice, no door to get in and out of the restroom. Used foot to open door to get out of the building.

Which brings me to other studies by the Bradley Corporation Healthy Hand Washing Survey. 64% of people will use their foot to flush, 60% will use a paper towel to open the door in the restroom to get out or use some other part of the body to open the door to get out.

Wash up when using the restroom, coming in contact with wastewater, handling tools or equipment used on the wastewater side and after removing personal protective equipment. Keep wastewater off your street cloths and work clothes. Disinfect, disinfect and disinfect. Tools, equipment, work areas thoroughly. Don't forget door handles, computers and vehicles. Try not to share personal protective equipment.

For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.

According to the CDC, diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.

Prepare a bleach solution by mixing: 5 tablespoons (1/3rd cup) bleach per gallon of water or 4 teaspoons bleach per quart of water.

The above should be everyday common sense. Hopefully we will learn from this and change the way we deal with any bloodborne pathogen and practice good personal hygiene methods.

Remember, it's all about going home.

Vince



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ASSESS- REFLECT- PLAN

AWIA Requirements



This requirement is a great way to take a step back and reevaluate your utility.

By Kelly Thomas

If your community serves more than 3,300 people you will be required to do a risk and resilience assessment and develop a new (or update) your emergency response plan (ERP) under Section 2013 of America's Water Infrastructure Act of 2018 (AWIA). This requirement is a great way to take a step back and reevaluate your utility. This gives you a chance to "think like a criminal." In doing this you may quite possibly find where your utility is most vulnerable and then address ways to beef up the infrastructure and security.

RISK AND RESILIENCE

The risk and resilience assessment forces utilities to evaluate the vulnerabilities, threats and consequences from potential hazards. Including:

- All hazards (Natural & Malevolent)
- Resilience of water infrastructure (pipes, physical barriers, water sources and collection, treatment, storage and distribution, and electronic, computer and other automated systems)
- Monitoring practices
- Billing systems
- Chemical storage
- Operation and maintenance

This assessment must be completed, certified, and submitted to the EPA by the following dates:

- June 30, 2021 - Communities serving 3,301 – 49,999 People
- December 31, 2020 - Communities serving 50,000 – 99,999 People
- (March 31, 2020 – Communities serving > 100,000 People)

The certification process is basically a self-certification by your utility. The certification just shows that the utility completed, reviewed or revised the assessment. This assessment will need to be reviewed or revised every 5 years and again submitted to the EPA. The EPA currently has a template available to email or mail the certification.

EMERGENCY RESPONSE PLAN

Within six months after submitting the risk and resilience assessment, your utility must update or develop an emergency response plan (ERP) for your utility. This must also be certified by your utility and submitted to the EPA.

An ERP may include but are not limited to the following:

- Strategies and resources to improve resilience. Including physical security and cybersecurity.
- Plans and procedures for responding to a hazard (natural or malevolent) that threatens drinking water.
- Actions and equipment to lessen the impact of a hazard, including alternative water sources, relocating intakes and flood protection barriers.



Strategies to detect malevolent acts or natural hazards that threaten the system.

The deadlines for the ERP reflect the completion date requirements for the risk and Resilience assessment:

- December 30, 2021 - Communities serving 3,301 – 49,999 People
- June 30, 2021 - Communities serving 50,000 – 99,999 People
- September 30, 2020 – Communities serving > 100,000 People

The utilities must coordinate the risk and resilience assessments and the ERPs with local emergency planning committees. Your utility is responsible for ensuring that the risk and resilience assessment and the ERP address all the criteria in AWIA Section 2013(a) and (b).

AWIA does not require the use of any EPA tools for the risk and resilience assessment or ERP, but these tools are extremely useful.

The EPA's Vulnerability Self-Assessment tool:

<https://www.epa.gov/waterriskassessment/conduct-drinking-water-or-wastewater-utility-risk-assessment>

The EPA's Emergency Response Web Page:

<https://www.epa.gov/waterutilityresponse/develop-or-update-drinking-water-utility-emergency-response-plan>

As always, WRWA will be willing to assist your utility in any way possible to complete these requirements.

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PSC WATER RATE INCREASE ORDERS ISSUED

DECEMBER 1, 2019 – FEBRUARY 29, 2020

UTILITY NAME	ORDER ISSUED	OVERALL% INCREASE
Suamico Water Utility	12/11/19	12.55%
Stitzer Sanitary District	12/11/19	22.43%
Black River Falls Municipal Electric and Water	12/13/19	5.91%
Mineral Point Municipal Water Utility	01/13/20	16.83%
Iron Ridge Municipal Water Utility	01/27/20	56.43%
Suamico Water Utility	12/11/19	12.55%

PSC CONSTRUCTION AUTHORIZATIONS ISSUED

DECEMBER 1, 2019 – FEBRUARY 29, 2020

UTILITY NAME	ORDER ISSUED	CONSTRUCTION COST
Racine Water Works Commission	12/11/19	\$2,600,000
Menasha Electric and Water Utilities	12/13/19	\$1,326,534
Mary Hill Park Sanitary District	12/13/19	\$30,000
Omro (City of) Water Utility	01/02/20	\$2,190,000
Racine Water Works Commission	01/09/20	\$350,000
Shelby (Town of) Sanitary District #2	01/09/20	\$1,750,790
Blanchardville Municipal Water Utility	01/24/20	\$806,350
North Shore Water Commission	01/29/20	\$1,419,338
Tennyson Water Utility	02/12/20	\$3,287,200
Curtiss Municipal Water and Sewer Utility	02/12/20	\$51,495

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Quarter page	\$270	\$860	\$400	\$1,400
Business card	\$200	\$600	\$335	\$1,000

For information on advertising & the benefits of membership at the different levels, please contact Renee at the WRWA office: 715-344-7778 or rkoback@wrwa.org. *Must be employed by a WRWA system, associate, or corporate member, retired and state or federal employees

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The Problem with “JUST- IN- TIME” SUPPLY

Kay Curtin
WRWA Trainer/Technician

In a previous position with a very large utility, we were required as managers to attend training from the “consultant of the moment” that was deemed to have the latest and greatest new idea for utility management and supply chain economics. I received his overpriced book, listened to his talks, and, along with the other managers that had an ounce of common sense, shook my head. The utility kept him on as a one of their salaried consultants. Needless to say, there were no improvements made in the system using his methods - just the opposite. But he had (and probably still has) a great gig.

This expert (world-recognized!) was a proponent of the Just-In-Time Supply theory. This management plan is to have as little inventory as possible to your disposal, and order a part or supply only as it is needed. The reason for this? Their reason given is that it reduces the cost of storage and management. It also helps management show that they don't have money sitting around that could be used for other things, such as showing a fatter bottom line. In manufacturing it makes management look as if they don't have a good grasp on supply and demand if they have stockpiles of parts not being used as soon as they make them. The pharmaceutical industry has been a big proponent of these theories, as have countless other manufacturers.

The COVID-19 pandemic has brought the danger of this type of irresponsibility to the forefront. Out PPE, drugs, ventilators, and other life-saving tools are not manufactured in this country, in order to save on the bottom line. Health management has been told to not have large inventories on hand, even though studies indicated a similar scenario to COVID-19 was extremely likely.

In March of 2011, just after the massive earthquake and tsunami that devastated northern Japan, Reuters published an article entitled “Special Report: Disasters show flaws in just-in-time production.” Many industries were relying on high end, highly technical parts such as semiconductors, which were made only in this area of Japan. Since these parts were costly, most companies used the just- in- time supply method for their manufacturing processes. Now, without their own inventory or other global suppliers, they went without and struggled for quite some time.

Over the past three years, I've received numerous calls from operators that are unable to find parts and other equipment that can be delivered within reasonable time frame. Construction has been delayed, schedules are upended. Sometime, these parts are needed in emergency situations. Many parts are manufactured overseas, and are an on-demand (we'll



make you one when we have time) item. Then the part arrives, and low and behold, it's the wrong part. Or it doesn't fit. You start over.

Once, as a trainer in Minnesota, we had several operators in attendance from a fairly large city in Western Minnesota that had numerous lift stations within their city limits. The operators were upset, as their mayor didn't believe in inventory. They were down to one pump in each station, with no spare parts for the pumps. We knew this was a recipe for disaster, but state trainers have no authority over city officials. Sure enough, a couple of months later, the headlines in state papers were showing that this city was dumping their entire waste stream into the river, with many fines to follow.

My advice to all of you is, before you purchase a new piece of equipment, ask about availability of replacement parts. Educate your city administration about the absolute need for certain inventory, especially if parts are difficult to find, or manufactured in distant countries. We've all had preventive maintenance pounded into our operator heads for years and years. They were correct, and this is a prime example. Let's hope Just in Time Supply Chain dies a quick and hideous death. We have common sense. I wish it was as contagious as COVID-19. Keep up the good work and wear your PPE.

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CROSS CONNECTION PROGRAM HELPFUL HINTS

There is some work involved in a cross-connection program, but with a little work and time by you, it can make your DNR sanitary inspection a little easier when it comes to cross-connections.

Todd Weich,
WRWA Water Circuit Rider

NR 810.15(1) A cross connection program is defined as the following: In order to protect the public water supply system, the water supplier for every municipal water system shall develop and implement a comprehensive cross connection control program for the elimination of all existing unprotected cross-connections and prevention of all future unprotected cross connections to the last flowing tap or end-use device.

Create a binder for your Cross-Connection Program documents. Details of what is required can be found within NR 810.15(1). I'll highlight some of the items which should be included within the cross-connection program

- 1)** Who and how the program will be administered with in the municipality. This gives a person the authority to perform the inspection and how the program will be enforced. This includes inspection for residential, commercial and industrial.
- 2)** An ordinance that your municipality has passed and have a complete copy of the NR code 810.15 and PSC code 185.37.
- 3)** A schedule for inspections. This is a great spot to include your records of the inspections either insert a spreadsheet or a reference page referring to a binder or computer file. However, you choose to keep your records you must remember they need to be available upon request by your DNR representative. This section should have the schedule for residential customers and commercial properties that are low risk and very similar to residential. Currently the schedule for such are once every 10 years or matching the meter change out schedule. However, you must remember to provide the customer public educational material every 3 years. WRWA has a template available. Every industrial and commercial properties and public authority will be inspected at a minimum of once every 2 years. However, a municipality may have an alternate schedule as long as it has been approved by the DNR.
- 4)** The program needs to have a complete description of the devices and assemblies used. A list can be found in the table at s. SPS 382.41(e).
- 5)** Include letter templates that would be sent to the customer to make them aware of an inspection and compliance issues. In addition, templates of warning letters concerning non-compliance and what may occur if the cross-connection is not corrected.
- 6)** There are many different examples available. Include copies of your residential cross connection forms and commercial/industrial forms your municipality's use during the inspection. If your municipality doesn't have one or you would like to update your current forms contact your WRWA circuit rider for assistance.
- 7)** Also add copies of the public education material related to cross connections that will be provided to your water consumer.

There is some work involved in a cross-connection program, but with a little work and time by you, it can make your DNR sanitary inspection a little easier when it comes to cross-connections. As always, contact your Circuit Rider representatives for examples of cross-connection programs and exactly what is to be included.

See Ya Soon *Todd*

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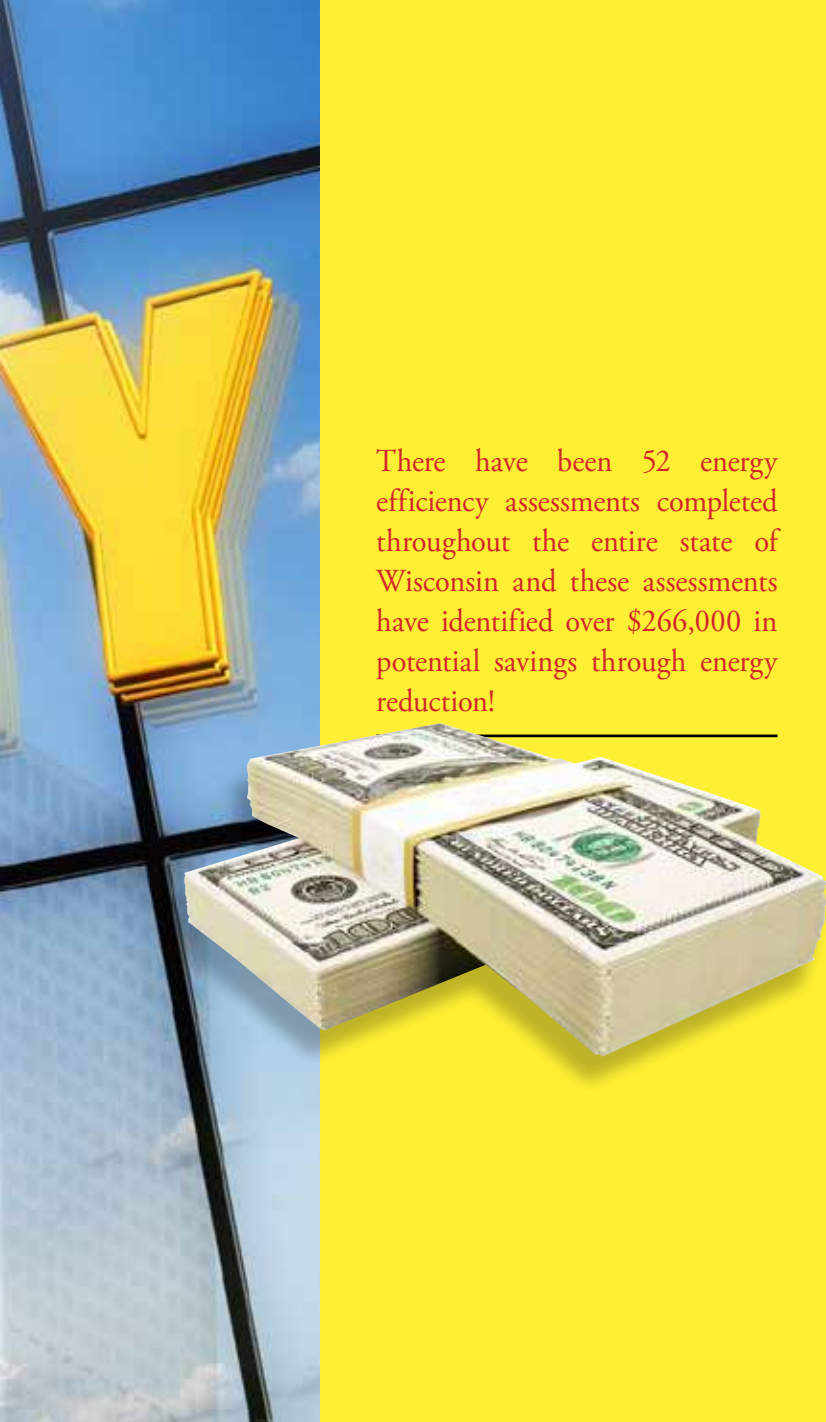
How many readers in the audience have heard of the Wisconsin Rural Water Association Energy Efficiency Program? For those of you that have not, the Energy Efficiency Program is designed to assist water and wastewater utility systems evaluate and lower their energy consumption and costs. The program began in 2018, and is currently going strong. To date, there have been 52 energy efficiency assessments completed throughout the entire state of Wisconsin and these assessments have identified over \$266,000 in potential savings through energy reduction!

You are now probably asking yourself, "How do these energy efficiency assessments work?" Let me explain...

The energy efficiency assessments consist of two main steps. The first step in the assessment is gathering 12 consecutive months of billing data from your electrical supplier. In Wisconsin, electrical energy is supplied through private utility companies, electrical cooperatives,

or municipal electric utilities. Billing information is extracted from one of these sources and the information is broken down and dissected. From these billing data, it is possible to provide an annual snapshot of electrical expenditures for water and wastewater utility systems. **The second step** in the assessment involves an on-site evaluation where process data is gathered. Information like motor data, equipment run times, and pumping rates are gathered during this step. After these two steps are completed, then I go to work and begin to crunch some numbers.

Once all data has been evaluated, a detailed report of the findings is provided to the water or wastewater utility. A key component of the report is an equipment inventory list that includes electrical consumption (kilowatt hours) and electrical operating costs associated with each piece of equipment. In addition, the report provides water and wastewater utilities with energy efficiency



There have been 52 energy efficiency assessments completed throughout the entire state of Wisconsin and these assessments have identified over \$266,000 in potential savings through energy reduction!

recommendations, capital improvement recommendations, and an estimate of return on investments. Funding resources are also identified in the reports, as many energy efficiency upgrades are eligible for grants through Focus on Energy! It is important to note, however, that not all assessments identify great savings potentials. Many water and wastewater utilities in Wisconsin operate at peak efficiency, which is a testament to the operators who work at these utilities.

Last, but certainly not least, the best thing about energy efficiency assessments provided by WRWA is...wait for it...it is a FREE service! That's right, FREE! These energy efficiency assessments do not carry a fee, and all water and wastewater utilities that serve a population of less than 10,000 people are eligible to receive assessments. Now that you are aware of this program, contact me to have an energy efficiency assessment completed for your water or wastewater utility!

Remember to stay safe and sanitized out there.

Tony

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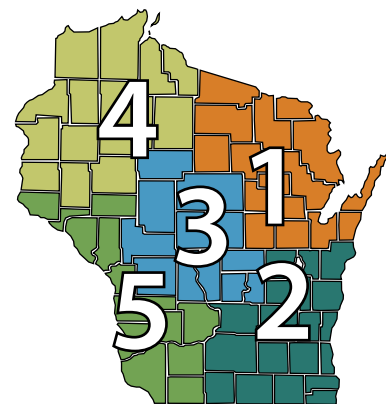
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 Crandon
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 Eagle River
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 Elcho Sanitary District
 Embarrass
 Ephraim
 Fish Creek Sanitary District #1
 Florence
 Forest County Potawatomi
 Freedom Sanitary District #1
 **Geiss Inc
 Gillett
 Goodman Sanitary District
 Grand Chute
 *Green Bay
 Greenville Sanitary District
 Gresham
 **Hiawatha Mobile Homes Estates
 Hobart
 Holland Sanitary District #1
 Hortonville
 *Howard
 Iola
 *Kaukauna
 Kewaunee
 Kimberly
 Lakeland Sanitary District

**Lakeland Village
 Lakewood Sanitary District #1
 Land O' Lakes Sanitary District
 Laona Sanitary District
 Lawrence Utility District
 Ledgeview
 Lena
 Little Chute
 Luxemburg Wastewater Treatment Facility
 Manawa
 *Marinette
 Marion
 Mattoon
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 *Merrill
 **Merrill Area Public Schools
 **Natural Beauty Growers
 New London
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 Nichols
 **Northern Sanitary District
 **Northland Mission Inc.
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 Oconto Sanitary District #1
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 Oneida Nation Utility
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 Phelps Sanitary District
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 Russell Sanitary District #1
 Scott
 Seymour
 Shawano
 Shawano County Utilities
 Shawano Lake Sanitary District
 Shiocton
 Sister Bay
 Sturgeon Bay
 Suamico
 Suring
 Three Lakes Sanitary District
 **Thunder Properties, LLC
 Tigerton
 Tomahawk
 Wabeno Sanitary District
 Waupaca
 Wausauke

Weyauwega
 White Lake
 **Wisconsin Veterans Home
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 Wrightstown
 Wrightstown Sanitary District #1

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 Allenton Sanitary District
 Arlington
 Ashippun Sanitary District
 **Asset Development Group Inc.
 **Autumn Ridge Water System, LLC
 *Beaver Dam
 Belgium
 Belleville
 *Beloit
 Black Earth
 Bloomfield
 Blue Mounds
 Brandon
 Brillion
 Bristol
 Brodhead
 *Brookfield
 Brookfield Sanitary District
 Brooklyn
 Brownsville
 Browntown
 Burlington
 Caledonia Water Utility District
 Cambria
 Cambridge
 Cambridge – Oakland Wastewater
 Commission
 Campbellsport
 Cedarburg
 **Cedar Crest Specialties Inc
 Cedar Grove
 **Cedar Lake Home
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 Cleveland
 Clinton
 Clyman
 Columbus
 **Concordia University Wisconsin

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 **Country Acres Mobile Home Park Ltd
 **Country Aire Mobile Home Park
 Country Estates Sanitary District
 Cross Plains
 **Crystal Lake RV Park
 *Cudahy
 **Dakota Capital Park
 Dane
 **Dairyfood USA, Inc.
 Darien
 Deerfield
 DeForest
 Delafield
 Delavan
 Delavan Lake Sanitary District
 **Don's Mobile Manor Inc
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 East Troy, Village of
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 *Fort Atkinson
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Sheboygan Falls
Sheboygan, Town of
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*West Bend
Westport
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**Wheel Estates, Inc Mobile Home
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*Whitewater
Williams Bay
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**Winneconne Community School
District
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Cashton
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Granton
Green Lake
**Green Lake Conference Center
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Greenwood
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Hatley
Hixton
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Hustler
Junction City

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Kronenwetter
Little Green Lake Protection &
Rehab. District
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Marathon
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Sparta
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Taylor
Thorp
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Unity
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*Wausau
Wautoma
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*Weston
Whiting
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DISTRICT 4 (Northwest)

Almena

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continued on page 22

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Balsam Lake	Montreal	Baraboo	Mineral Point
Barron	New Auburn	Barneveld	Mondovi
Bayfield	New Richmond	Bay City	Montfort
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Bloomer	**Northwood School District	Benton	Mt Sterling
Boyceville	Oliver	Blair	Muscoda
Boyd	Osceola	Blanchardville	Nelson
Bruce	Park Falls	Bloomington	North Freedom
Butternut	Phillips	Blue River	*Onalaska
Cable Sanitary District #1	**Pleasant Valley Properties of WI, LLC	Boscobel	Ontario
Cadott	Port Wing Sanitary District	**Bush Brothers & Company	Osseo
Cameron	Prentice	Cassville	Patch Grove
Catawba-Kennan Joint Sewage Commission	**Primera Foods Corporation	Cazenovia	Pepin
Centuria	Radisson	Chaseburg	Pigeon Falls
Chetek	Red Cliff North	Cobb	**Pine Creek Water
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Clayton	*River Falls	Coon Valley	**Pinewood Court Inc.
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Cumberland	Sheldon	**Dell Creek Estates	Prairie du Sac
Dallas	Shell Lake	Dickeyville	Prescott
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Downsville Sanitary District #1	Solon Springs WWTF	Dodgeville	Reedsburg
Dresser	Somerset	Durand	Rewey
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Exeland	Stanley	Eleva	Rockland
Fifield Sanitary District #1	Star Prairie	Ellsworth	Rock Springs
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Glenwood City	*Superior	Fairchild	**Sauk County Health Care Center
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Knapp	**Whitecap Mountains Resort	Highland	St. Joseph Sanitary District #1
Knight	**Willow Lane Mobile Home Park	Hillsboro	Stoddard
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Luck	**Advanced Plumbing Systems	Kieler Sanitary District #1	Wauzeka
Madeline Sanitary District	Alma	*La Crosse	West Baraboo
Manitou Falls Sanitary District #1	Altoona	La Farge	West Central Wisconsin Biosolids Facility
Mason	Arcadia	La Valle	West Salem
Mellen	Arena	Lake Delton	Westby
*Menomonie	Argyle	Lancaster	Whitehall
Mercer Sanitary District #1	Augusta	Lincoln Sanitary District #1	Wiota Sanitary District
		Linden	Wisconsin Dells
		Livingston	
		Loganville	
		Lone Rock	

*Associate Members (Over 10,000 pop.) **Other Than Municipal



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DISINFECTION, HEALTH & THE TIME OF COVID

For sure you will have to go through your emergency plans and determine how you are going to run your system during these times of crisis.



Chris Groh,
WRWA Executive Director

Ever since I got interested in microbiology and chemistry in college, I have feared that an outbreak of some disease would ravage a path through the world and that everyone I know would be affected in some way. It was the end times for polio and German measles when I started being aware of this fear. When I was born, we were a few years out from the 1957 Asian influenza outbreak and around 10 years to the 1967 Hong Cong influenza. Swine flu came through in 1976, Russian flu in 1977. H1N1, SARS, MERS, Ebola and other contagions have worked their way through the world and have caused the end of many lives. Since the world went global, we are now able to spread disease throughout the world with one plane ride and lots of business trips.

Now that the most recent disease has affected our lives, we have to change our ways of doing things. Up until recently, when I helped someone with a Vulnerability Assessment or Emergency Response Plan, we would go through all the scenarios that could possibly affect the water or wastewater plant. We never talked about pandemics, or sickness or anything like what we are going through now. Well, not any more.

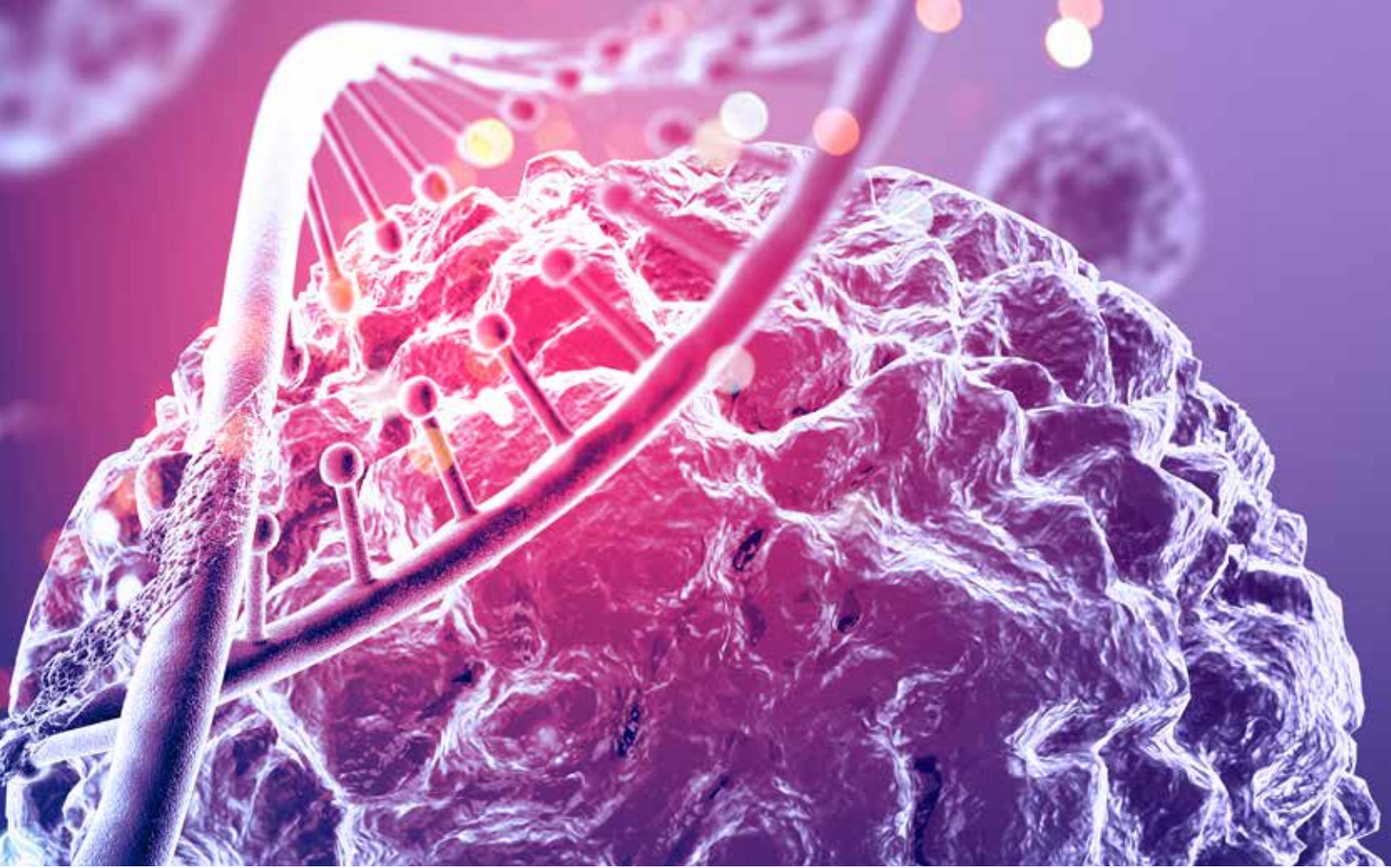
I have always felt safe in a water or wastewater plant because most of us know that we are exposed to bacteria and viruses almost constantly. I did see quite a few operators that were somewhat lazy about being clean, but they were probably cleaner than most folks they served. I also believe, to a point, that exposure to environments that were not sterile tends to build immunities. Remember I said to a point. I would never take a swim in the headworks or in the aeration basin!

To the point then, since we are exposed to these pathogens, we need to learn to properly clean and disinfect. They are not the same thing. Initially, we want to clean surfaces and tools to remove dirt, grease and grime. The reason is so the surface becomes easier to disinfect. Dirt leaves cracks

crevices and pockets where bacteria or viruses can live for an extended period of time. It provides a substrate for the organisms to exist and these will rub off on you as the tool is used or the surface is touched. Cleaning is always the first step. Always use a cleaner that involves soap and water. Even tools that get very dirty benefit from soap and water. You do not have to worry about rusting tools if you get them wet. They will dry, or you can dry them, and they will be fine.

The next step is disinfection. Use a disinfectant with a base containing bleach, alcohol or a germicidal that will kill off a large percentage of bacteria and viruses. All my years of microbial work I always used bleach. If you have a surface that is colored, you may want to go with a mixture of bleach and water. Alcohol also works, but use Isopropyl alcohol (like rubbing alcohol—don't waste the Tito's or R&R!) since isopropyl alcohol is more reactive and a more toxic chemical for disinfection. You can put either into a clean spray bottle and spray over your surfaces, or onto your tools and wipe it down with clean paper towels. Please don't disinfect your hands or face with these mixtures. You should use wipes for your hands and face.

Now look around slowly and specifically watch where you put your hands. What are you touching? Light switches, plugs, cords, table tops, edges of cabinets, drawer pulls, doorknobs, handrails, grab bars, chairs, toilet lids, seats and handles, sinks, faucet handles, window cranks or fasteners, computer keyboards and printers. Did I miss any; you bet I did. There is a myriad of things you touch during the day and they should all be sprayed and wiped down. What about your work truck? Clean, spray and wipe down the steering wheel, window cranks or buttons, the radio knobs, gear shifter, signal arm, rear view mirror, seats, seat backs (get down into those crevices!), headrests, armrests and door handles. Again, every surface you touch needs to be cleaned and disinfected.



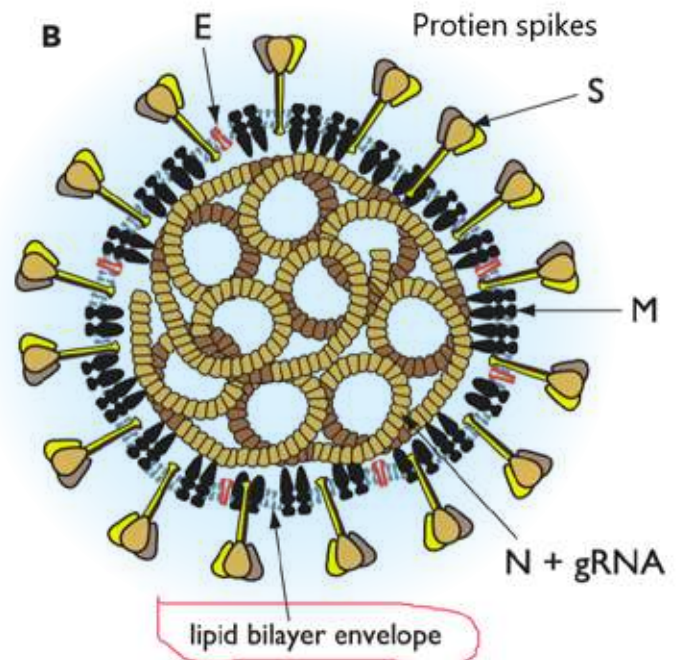
Clothing is generally cleaned and disinfected with regular washing and drying according to manufacturers suggestion. You can add a disinfectant to the laundry water (be careful adding bleach, it will take the color out of your clothes) but usually soap and water, with a thorough drying will get your clothes clean and disinfected.

When you are out in the public being exposed to customers, be aware that many times they are not cleaning and disinfecting their hands, surfaces or clothing. Be polite and interact with them as you need, but clean and disinfect your hands afterwards. By no means touch your face, mouth or eyes. These are pathways into your body which will bring the pathogens your trying to avoid right into your system. Eyes, mouth, nose are all mucosal membranes and they have a lot of blood vessels close to the skin. It is very easy for bacteria and viruses to cross that bridge.

So, have you ever caught a cold from someone? Sure, you have. That cold germ or virus did not just spontaneously generate, it came from someone else, and it entered your body through one of the routes we just discussed. You most likely breathed in some droplets from a sneeze or cough, or got it in through your eyes (walked through it with your eyes open). These are common ways to get sick and there is a much bigger chance of contracting something from someone else that there is from working in your plants (if you clean and disinfect). So, when it comes to cold/flu season, or if COVID never goes completely away, you will have to use a mask and safety glasses to stay sickness free.

For sure you will have to go through your emergency plans and determine how you are going to run your system during these times of crisis. We can't say it's never going to happen to us, because it is happening now. Never think it won't happen to you. I don't know how many times I've said that over the past 20 years.

Please be safe, stay healthy and stay sanitized. Call us for any more information or help, we'll be there for you. *Chris*



Soap and water are very polar molecules and react with the protein spikes which allows the soap and water to react with the surface of the virus and lift it off and be washed away.



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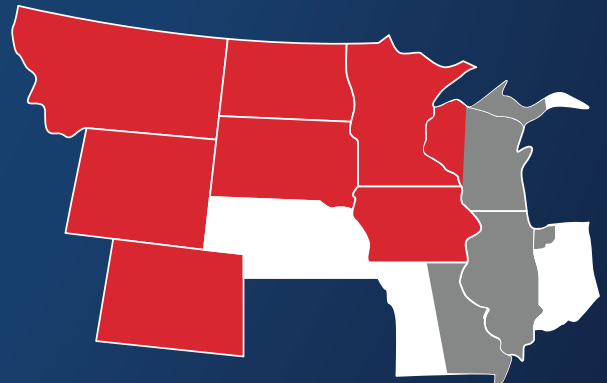
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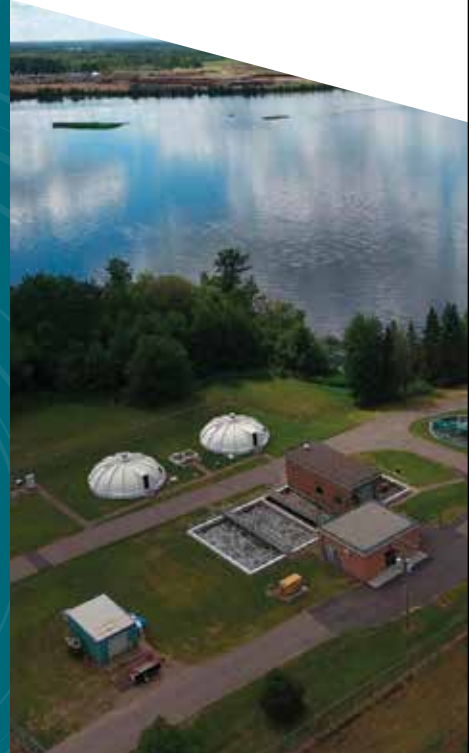
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TECHNICAL CONFERENCE

THANK YOU FOR YOUR SUPPORT

The 2020 WRWA Technical Conference Committee would like to recognize the following Business Members and System Members.

Business Spotlight

After cancellation of conference in March, these businesses donated registration fees, sponsorships and more to help defray our costs. We wish to use this space to thank them for everything they do for Wisconsin Rural Water. Thank you very much!

- Advanced Saftey Technology
- Vermeer Wisconsin
- ME Simpson
- Midwest Meter
- Vierbicher
- MacQueen Equipment
- Northern Lake Service
- Adaptor
- Town & Country Engineering
- Cooper Engineering
- Municipal Well & Pump- Peerless
- Drydon Equipment
- Ayres
- Lane Tank
- MSA
- Mulchay/Shaw
- Cedar Corp
- William/Reid

Please see a complete Business Member List on page 54.

System Spotlight

These communities have donated operator registration fees to help Wisconsin rural Water Association defray the costs from cancelling the annual Technical Conference this March. These members have gone above the call of support with their donations to the Association. Thank you very much!

- Pittsville
- Oconto
- Whitehall
- Hustisford
- Plain
- Lomira
- Cumberland
- Juneau
- West Baraboo
- Rice Lake
- Prescott
- Ellsworth
- Washburn
- Kaukauna
- Viroqua
- Clyman
- Weyerhaeuser
- Fall River

Please see a complete System Member List on pages 20-22.

2020 WRWA AWARD WINNERS

Although the 2020 WRWA Technical Conference was cancelled, we still had Awards to give out and Municipal workers and Businesses to recognize. Following are the WRWA Award Winners for 2020:



2020 Safety Award Winner-Elk Mound



2020 Lifetime Achievement Winners - Greg Engeset-Ellsworth



2020 Lifetime Achievement Winners - Charles Fochs-Hilbert



2020 Administrative Professional-Amy Rindahl-Osseo



2020 District 2 Operator of the Year-Jim Jacobs-Ripon



2020 District 4 Operator of the Year-Bob Meyer-New Richmond



2020 Wastewater System of the Year-Waupaca Wastewater Treatment Facility



2020 Water System of the Year-Stanley Waterworks

2020 WRWA AWARD WINNERS

Not Pictured

- 2020 Conservation Award-Sparta
- 2020 Friend of Rural Water-Paul Junio-Northern Lake Service
- 2020 Lifetime Achievement Winners
 - Dave Herfel-Mount Horeb
 - Kevin Obiala-Kaukauna Utilities
- 2020 District 1 Operator of the Year-Chad Belland-Laona
- 2020 District 3 Operator of the Year-Glen McCarty-Green Lake
- 2020 District 5 Operator of the Year-Thomas "Pat" O'Flaherty-Mineral Point
- 2020 Business Member of the Year-Adaptor Inc.
- 2020 Service Award
 - Ed Hendzel
 - Scott Giese

CONGRATULATIONS!

WISCONSIN EMERGENCY CONTACT LISTING

If available, all numbers listed are 24-hour emergency numbers. Also, most phone, gas, and electric utilities in Wisconsin use the Digger's Hotline number shown for emergency location purposes. If you are in doubt about the utilities in your area, you should contact them directly to receive their emergency contact information.

Agency	Coverage Area	Phone
Centers for Disease Control & Prevention (CDC)	Nationwide	770-488-7100
Digger's Hotline	Statewide	800-242-8511
Environmental Protection Agency (EPA)	Nationwide	800-426-4791
Federal Bureau of Investigation (FBI)	National Office	202-324-3000
"	State Office	414-276-4684
Information Sharing and Analysis Center (ISAC)	Nationwide	202-331-0479
National Spill Response Center	Nationwide	800-424-8802
Wis. Dept. of Health & Family Services	Statewide	800-222-1222
Wis. Emergency Management Agency	Statewide	800-943-0003
Wis. Emergency Police Services	Statewide	715-834-8541
"	East Central Region	920-929-3730
"	Northeast Region	715-845-9517
"	Northwest Region	715-635-8704
"	Southeast Region	262-782-1515
"	Southwest Region	608-242-3336
"	West Central Region	715-839-3825
Wis. Rural Water Association	Statewide	715-344-7778
Wis. State Lab of Hygiene	Statewide	608-263-3280
Wis. State Spill Response	Statewide	800-943-0003
Wis. State Patrol Headquarters (Madison)	Statewide	608-266-3212
Wis. State Patrol- District 1 Office (DeForest)	Columbia, Dane, Grant, Green, Iowa, LaFayette, Sauk and Rock Counties	608-846-8500
Wis. State Patrol- District 2 Office (Waukesha)	Jefferson, Kenosha, Milwaukee, Racine, Walworth and Waukesha Counties	262-785-4700
Wis. State Patrol- District 3 Office (Fond du Lac)	Brown, Calumet, Dodge, Door, Fond du Lac, Kewaunee, Manitowoc, Outagamie, Ozaukee, Sheboygan, Washington and Winnebago Counties	920-929-3700
Wis. State Patrol- District 4 Office (Wausau)	Adams, Florence, Forest, Green Lake, Langlade, Lincoln, Marathon, Marinette, Marquette, Menominee, Oconto, Oneida, Portage, Shawano, Vilas, Waupaca, Waushara and Wood Counties	715-845-1143

Wis. State Patrol- District 5 Office (Tomah)	Crawford, Jackson, Juneau, LaCrosse, Monroe, Richland and Vernon Counties	608-374-0513
Wis. State Patrol- District 6 Office (Eau Claire)	Buffalo, Chippewa, Clark, Dunn, Eau Claire, Pierce, Pepin, St. Croix, Taylor and Trempealeau Counties	715-839-3800
Wis State Patrol- District 7 Office (Spooner)	Ashland, Barron, Bayfield, Burnett, Douglas, Iron, Polk, Price, Rusk, Sawyer and Washburn Counties	715-635-2141

WISCONSIN COUNTIES EMERGENCY NUMBERS

*Most local and county law enforcement agencies in Wisconsin use 911 for emergency phone calls. The numbers shown below are for daytime, non-emergency situations.

County	Emergency Management	Sheriff Dept.	Public Health Dept.
Adams	608-339-4248	608-339-3304	608-339-4253
Ashland	715-685-7647	715-685-7640	715-682-7004
Barron	715-537-6595	715-537-5814	715-537-6502
Bayfield	715-373-6113	715-373-5515	715-373-6109
Brown	920-448-4270	920-448-4200	920-448-6400
Buffalo	608-685-6298	608-685-4433	608-685-4412
Burnett	715-349-2171	715-349-2121	715-349-2145
Calumet	920-849-1473	920-849-2335	920-849-1432
Chippewa	715-726-7727	715-726-7701	715-726-7799
Clark	715-743-5100	715-743-4350	715-743-5105
Columbia	608-742-4166	608-742-4166	608-742-9227
Crawford	608-326-0266	608-326-8414	608-326-0229
Dane	608-266-4330	608-284-6800	608-242-6200
Dodge	920-386-3880	920-386-3726	920-386-3670
Door	920-746-7101	920-746-2400	920-746-2234
Douglas	715-395-1391	715-395-1371	715-395-1404
Dunn	715-232-6897	715-232-1348	715-232-2388
Eau Claire	715-839-4736	715-839-4709	715-839-4718
Florence	715-528-3346	715-528-3346	715-528-4837
Fond du Lac	920-929-2911	920-929-3390	920-929-3085
Forest	715-478-3430	715-478-3331	715-478-3371
Grant	608-723-7171	608-723-2157	608-723-6416
Green	608-328-9415	608-328-9400	608-328-9390
Green Lake	920-361-5416	920-294-4000	920-294-4070
Iowa	608-935-0329	608-935-5827	608-935-2810
Iron	715-561-3266	715-561-3800	715-561-2191
Jackson	715-284-0263	715-284-5357	715-284-4301

WISCONSIN COUNTIES EMERGENCY NUMBERS

*Most local and county law enforcement agencies in Wisconsin use 911 for emergency phone calls. The numbers shown below are for daytime, non-emergency situations.

County	Emergency Management	Sheriff Dept.	Public Health Dept.
Jefferson	920-674-7260	920-674-7310	920-674-7275
Juneau	608-847-9393	608-847-5649	608-847-9373
Kenosha	262-605-7900	262-605-5101	262-605-6700
Kewaunee	920-487-2940	920-388-7177	920-388-7160
LaCrosse	608-789-4811	608-785-9629	608-785-9872
Lafayette	608-776-4870	608-776-4870	608-776-4800
Langlade	715-627-6257	715-627-6411	715-627-6250
Lincoln	715-536-6228	715-536-6272	715-536-0307
Manitowoc	920-683-4207	920-683-4200	920-683-4155
Marathon	715-261-1229	715-261-1200	715-261-1900
Marinette	715-732-7660	715-732-7626	715-732-7700
Marquette	608-297-9125	608-297-2115	608-297-9116
Menominee	715-799-3024	715-799-3357	715-799-3861
Milwaukee	414-278-4709	414-278-4700	414-289-6816
Monroe	608-269-8711	608-269-2117	608-269-8666
Oconto	920-834-6850	920-834-6919	920-834-7000
Oneida	715-369-6125	715-361-5100	715-369-6111
Outagamie	920-832-5148	920-832-5605	920-832-5100
Ozaukee	262-284-8397	262-284-7172	262-284-8170
Pepin	715-672-8897	715-672-5944	715-672-5961
Pierce	715-273-6751	715-273-5051	715-273-6755
Polk	715-485-9280	715-485-8300	715-485-8500
Portage	715-346-1398	715-346-1400	715-345-5350
Price	715-339-2663	715-339-3011	715-339-3054
Racine	262-636-3515	262-636-3211	262-636-9201
Richland	608-647-6474	608-647-2106	608-647-8821
Rock	608-757-7900	608-757-2244	608-757-5440
Rusk	715-532-2121	715-532-2189	715-532-2299
Saint Croix	715-386-4718	715-386-4701	715-246-8263
Sauk	608-355-4410	608-355-3207	608-355-3290
Sawyer	715-634-2004	715-634-4858	715-634-4874
Shawano	715-526-6774	715-526-3111	715-526-2822
Sheboygan	920-459-3360	920-459-3111	920-459-4382
Taylor	715-748-3503	715-748-2200	715-748-1410
Trempealeau	715-538-2311	715-538-4509	715-538-2311
Vernon	608-637-5267	608-637-2123	608-637-5251
Vilas	715-479-3690	715-479-4441	715-479-3656
Walworth	262-741-4616	262-741-4400	262-741-3200
Washburn	715-468-4730	715-468-4700	715-635-4400
Washington	262-335-4399	262-335-4388	262-335-4462
Waukesha	262-548-7580	262-548-7117	262-547-3388
Waupaca	715-258-4464	715-258-4466	715-258-6300
Waushara	920-787-0412	920-787-3321	920-787-4661
Winnebago	920-236-7463	920-236-7300	920-232-3000
Wood	715-421-8500	715-421-8700	715-421-8911



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NEW AND DIFFERENT PERSPECTIVES ON INDUSTRY OPERATIONS



Jeff LaBelle,
WRWA Technical Assistance Director

As a member of Wisconsin Rural Water Association, systems are a part of a statewide mutual aid agreement.

With everything that has been going on in the state and country since February, we have been living in a different world than what the New Year 2020 rang in. A life threatening Pandemic has arrived and has made us look at how to provide safe drinking water and process wastewater with a different perspective. You have activated emergency response plans, contacted neighboring systems, retired operators, WRWA circuit riders, wastewater Techs and changed the way you conducted business. By the time you read this, I pray that we are well on our way to recovery as both a state and a country. This event Like 9/11 may change the way we look at the world.

As a member of Wisconsin Rural Water Association, systems are a part of a statewide mutual aid agreement. This agreement does not require systems to commit equipment or personal, but allows systems to help their neighbors if or when possible. This is a voluntary arrangement which has allowed WRWA to move equipment from system to system during times of need. Along with the mutual aid agreement there is an emergency equipment list that all communities have filled out. This was done many years ago and really needs to be updated. This list of equipment that may be available to help others is of great importance to everyone. Some of the items found on the list are chainsaws, cutoff saws, and pumps of all sizes, skid steers, End loaders, dump trucks,

and generators both large and small, air compressors, sewer cameras, portable samplers etc. Only list the equipment you would be willing to allow other systems to use. Some equipment may require operators such as dump trucks or end loaders.

With what has been happening in the recent past with flooding and tornados and now the corona virus, it has become necessary to ask that each community take the time to fill out a new form. As I go through the spread sheets a lot of the contact information is of people that are retired or have changed positions or communities. It is of importance to Wisconsin Rural Water Association and all communities to have this resource updated.

You will find in this issue and future issues an Emergency Equipment Form for your convenience to update information. Also on our Web site, under the banner Resources/Other Resources/ Emergency Preparedness you can find the "Emergency Equipment Form". You could also ask any of the WRWA field staff to provide you with a form.

As you will see reading this issue there is another article that looks at (AWIA) Risk and Resilience Assessment changes to Emergency Response Planning, for systems 3300 and over. Take the time to look at the changes that are coming and the time lines to complete them. *Jeff*

EMERGENCY EQUIPMENT SURVEY

2020

COUNTY: _____

DISTRICT: _____

NAME OF UTILITY: _____

ADDRESS: _____

CONTACT: _____

EMAIL: _____

WORK PHONE: _____

ALTERNATE PHONE: _____

ALTERNATE CONTACT: _____

EMAIL: _____

WORK PHONE: _____

ALTERNATE PHONE: _____

Available

EQUIPMENT

Available

___ Backhoe

Portable Generator(s)

___ Utility Saw (Gas)

___ Dump Truck

How Many / Size _____

___ Barricades

___ Boom Truck

___ Portable Radios

___ Utility Truck

___ Chlorine Pump

___ Jet-Vac

___ Line Locator

___ Water Tanker

Portable Pump(s)

___ Leak Detector

___ Equipment Trailer

How Many / Size _____

___ Hydrant Relief Valve

___ Front End Loader

___ Valve Wrench (Power)

___ Air Compressor

___ Air Monitor

___ Chain Saw (Gas)

___ Welder

Other Equipment Available:

Please complete this form and return it to WRWA, 350 Water Way, Plover, WI 54467 / FAX: 715-344-5555 / EMAIL: wrwa@wrwa.org. Thank you for your assistance!

Time To Catch Up!

By Annetta Von Rueden



Unusually historic times. WOW. Who would have ever thought we would see such events?

Most of us are past the initial shock of: Now What?? We are all learning to adapt by alternating staff with work weeks, or work days, with extra precautions in place to save us from the chance of catching this virus.

How does a utility operate with half of its personnel? Making some changes to our daily routines will allow us to not only do our planned maintenance, but also tackle some projects that we have been putting off. This is a good opportunity to get tasks done you've always wanted to.

Even the pile of paperwork that seems to congregate of the desk may go down in size.

Something to review while you're at your desk is the DNR monitoring site plan. The new proposed DNR lead rule is an overhaul of the old rule. The DNR wants utilities to be accurate with sampling sites. Are

all the sampling sites in the monitoring site plan in the correct Tier Category? Or does that need updating? Is the materials inventory for the sampling sites complete and accurate? While you cannot go into a house to determine if there is lead lines there, you can look up some information from the assessment report that the city has. You can tell from the date the house was built whether it will have the possibility of lead lines or lead solder.

A good question that has come up from this situation is Bacteria sampling sites. There may be sites on your monitoring plan that are closed due to the Governor's order's. Check your list. Businesses, or people's homes that there is no longer access to, you can no longer sample. Some new ideas would be public buildings. For instance, Village Hall, Fire Station, Library, Public Works Shop. **MAKE SURE** you check with your DNR rep. for approval **BEFORE** you sample. Also, be sure there is enough water moved throughout the pipes of the sampling site being used.

“Emergency Response Plan. This Pandemic is proof of the importance of having an Emergency Response Plan updated and in place.

Many systems focused on other things in their ERP, never thinking a pandemic could possibly happen. If you need assistance developing additions to your plan, give us a call at WRWA and one of the Circuit Riders will come out and help you.

It is critical that normal maintenance be done as usual so you avoid emergencies or water supply interruptions. Hydrant flushing is upon us. As well as maintenance for curb stops, valves, and hydrant valves. Do you know where they all are located in the system? This includes industrial sites. Get out the paint and metal detector. Locate, mark, and operate them. You never know when have to turn them. This could be an example of a curb stop marker, or go check with your water utility supplier.

This is good time to get out and get some fresh air now that the weather is warming up. Hopefully it should stay that way and we can all move forward into summer.

If you need anything, WRWA is full staff, and as always, here to help. We are just a phone call away. Stay safe everyone! *Annie*



Your Consumer Confidence Report's due date is around the corner. A Consumer Confidence Report and Certification form must be prepared and distributed to water consumers and the DNR by July 1st.

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UP THE CREEK



Ken Blomberg,
WRWA past Executive Director

A walk around the field is also a time to ponder.

SPRING WALKS

With only a month left before a regularly scheduled physical with our family doctor, I decided to get off my “you-know-what” and start a regular daily habit of strolling around the field behind the house. When related to exercise and a healthier lifestyle, walks out back take on new meaning. The “boss”, who’d rather go longer and faster – bless her heart - puts up with my slower velocity. Each evening, with binoculars and cameras, off we go.

Forty years ago, a learned forestry professor taught me how to determine the length of my pace. Every two steps became 5.6 feet – and I’ve been counting ever since. A hundred yard target for sighting-in my deer rifle translated into 53 and a half paces. My longest shot dropped a deer in its tracks at a hundred and forty-two paces, or 265 yards. The distance between my septic system and well is 28 paces. Who needs a tape measure when a good pair of hiking boots will do just fine?

Out back, once around the horn is about a half mile – two times equals a mile – three makes a mile and a half – well, you get the idea. By working my way up to four laps before D-day, I might just get the nerve to look at Doctor Dean square in the eyes and tell him I’m getting plenty of exercise. And if I lose a few pounds in the process, it might appear I didn’t gain too much weight over the long winter months. If none of that works, perhaps changing the subject and talking about the upcoming fishing season might - or better yet, any trout fishing excursions he may have planned. With luck, he’ll suddenly realize he’s got real sick folks to tend to and I’ll sneak out with nothing more than a warning.

If one measures each revolution of the field in miles per hour, or calories per minute, the value calculated by things we see and hear while walking is missed. Like the Bald Eagle that flew above the east fence line last

Monday night. Or, on Tuesday, the pair of wood ducks that swooped towards one of the ponds in the woods - just minutes before a pair of Canada geese flew over the horse pasture. Each night, bluebirds play hop-scotch from one common mullein stalk to another and one evening, while the pileated woodpecker cried out from deep in the woods, our dog watched intently as a killdeer flew across the neighbor’s disked soybean field.

We make an effort to take a different dog along each night – the freedom they enjoy away from their kennel run is especially noticeable in the spring, as they shake off the winter doldrums. Now that the nesting season is upon us, we’re careful to keep them under control and on a lead. After all, the resident female woodcock are surely on their eggs by now – and by the first of May we’ll be banding chicks.

A walk around the field is also a time to ponder. Where exactly should I plant the wildlife packet we ordered from the Griffith state nursery? Is it time to burn, graze, or mow the prairie grass this year? Do I have time to hang one more wood duck house this spring? Is the deer trail bisecting the field exactly where it was last spring, or has it shifted a bit to the west? Where’s the best spot for a purple martin house?

If walking, and observing and pondering is good for one’s health and well-being, then our evening strolls are a good thing. It’s a habit the boss and Doc will no doubt encourage – and goodness knows, my list of habits could stand to gain at least one good one!

Yours in good health, Ken

Ken M. Blomberg is the past Executive Director of the Wisconsin Rural Water Association. Ken has written 2 books since his retirement. Autographed copies of his first book, UP THE CREEK, are now available for \$16.33, postage paid. A portion of the sale proceeds will be donated to WRWA’s scholarship program. Send checks payable to Ken M. Blomberg, 2099 Mayflower Road, Junction City, WI 54443.





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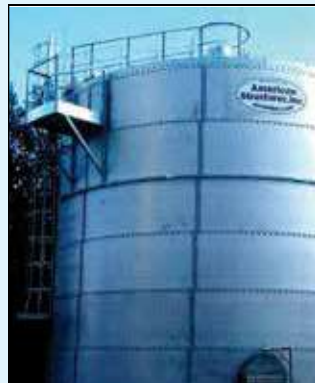
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City of Ashland Public Works Department

POSTING TYPE: General – OPEN TO THE PUBLIC

CLOSING DATE: EXTENDED: Open Until Filled

WAGE RANGE: \$23.00-\$28.00 per hour Depending on Qualifications

BENEFITS: Full time employee benefits included with position(s)

POSITIONS: One (1) full-time position with a potential second position

GENERAL PURPOSE: This position performs a wide variety of civil engineering work in the planning, design, and construction of a variety of projects related to public infrastructure. These projects and activities primarily include engineering tasks related to the City's streets, sidewalks, water system (treatment, storage and distribution), wastewater system (collection, treatment, and disposal), and storm sewer system. Special projects related to the City's parks, trail networks, water quality initiatives, private development, buildings, grounds, landscaping may also be assigned.

Application Process and Requirements: A detailed position description and official City of Ashland application may be obtained at both City Hall or by visiting the City of Ashland website www.coawi.org/Jobs.aspx.

Application Package Requirements: 1. Cover Letter, 2. Resume, 3. Official City of Ashland Application

continued on page 48



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Please submit your application in one of the following ways:

- **Paper Copy:** City Hall, Human Resources Office, City Hall – 2nd Floor, 601 Main Street West, Ashland, Wisconsin, or call 715-685-1603 to speak with the HR Director.
- **Email:** Interested candidates may also submit a City of Ashland Employment Application package to jobs@coawi.org.

EXTENDED: Application deadline Open Until Filled

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of service, programs or activities.

Village of Sister Bay, WI, (Pop 915 winter, 6,500+ summer), is a vibrant resort community in Door County. The Village is a full-service community currently seeking a **Department of Public Works Director**. This person will serve as the organizations Operator in Charge (OIC) for our Waste Water Treatment Plant and assist the Administrator in a variety of projects within the Village. This is an excellent time for an experienced candidate to work in a plant currently undergoing a multi-million dollar plant upgrade. The Village is looking for a strong leader, capable of bringing innovation to the department. We have a great team that is eager to learn and work collaboratively.

Candidates must possess demonstrated managerial, interpersonal, employee accountability and leadership skills to direct a talented Village team serving both full-time and active seasonal residents and guests, as well as long-standing local businesses.

Salary and benefits package commensurate with experience. Resume, including a Summary of Qualifications, Cover Letter and three (3) professional references will be accepted via email to janal.suppanz@sisterbaywi.gov or post to: Village of Sister Bay, Attn: Janal Suppanz, PO Box 769, Sister Bay WI, 54234

Applications accepted until May 1st, 2020. For more information, visit our web site: www.sisterbaywi.gov.

Jefferson Utilities is seeking applicants for the position of **full-time water operator or water operator-in-training**. Preferred candidate should possess the desire and aptitude to acquire the skills and knowledge needed for employment with the Jefferson Utilities' water department. Work would involve learning the following: high capacity wells and associated equipment, pumps, chemical feed systems, SCADA systems and controls, pressure control and regulating valves, distribution system components and water storage facilities and all other duties as assigned. Wisconsin Dept. of Natural Resources certification in distribution and groundwater at grade level 1 is required for water operator status and permanent employment. Other Wisconsin Dept. of Natural Resources certifications are desired.

Applications are available at the utility office located at 425 Collins Road and online at www.jeffersonutilities.com. Applications will be accepted until the position is filled. Send to the Utility Manager, P.O. Box 396, Jefferson, WI 53549 (920-674-7711). Pre-employment drug testing required. Equal Opportunity Employer.

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QUALIFICATIONS: High school diploma or equivalent is required. Must be 18 years of age with a valid driver's license and excellent driving record. Preference will be given to students currently enrolled in a water/wastewater/environmental studies program.

Complete job listing and application can be found on our website: www.hortonvillewi.org.

Please email the general application along with resume to wwtp@vohortonville.com

City of New Lisbon (Population 2554), a municipal electric and water utility, is accepting applications for one **Journeyman Line worker**. These are skilled positions in operating, maintaining, and constructing electric distribution, transmission, and substation systems. The City also operates and maintains its own generation system. Experience with municipal generators is a plus but not required. Minimum qualifications include graduation from high school, graduation from lineman vocational training program and a valid journeyman card. Must be able to acquire and maintain a Wisconsin commercial driver's



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license. These positions will require occasional after hours call outs and possible work in inclement weather. Knowledge of safety rules and good communication are a must. From time to time you may be needed to assist in other city departments. Starting wage: up \$42.00 per hour depending on qualifications and the City offers an excellent benefit package.

Qualified applicants should submit a resume, including work history to: City of New Lisbon attn: Nick Wyss at 232 W. Pleasant Street, New Lisbon, WI 53950. We will accept applications until the position is filled.

City of Rhinelander has a vacant position in our Water and Wastewater Department. The City is seeking self-motivated individuals who are eager to learn the skills necessary to perform the duties and responsibilities of the **Water Distribution System – Wastewater Collection Maintenance Operator** position effectively with provided training.

This position is responsible for the installation, maintenance and repair of all assets associated with the pumping, treatment, distribution, and collection of water and wastewater. This position supports the utility in operating efficiently and effectively which maintaining a high level of customer service and staying compliant with our governing agencies (WDNR, EPA, WPSC).

Salary Information: \$19.68 - \$23.62 per hour starting hourly rate DOQ. Full salary range for this position is \$19.68 - \$27.55 per hour. This position is classified as Non-Exempt under the Fair Labor Standards Act (FLSA). The City is open to considering salary negotiations based on education, work experiences, and verified technical skills, and/or licensure.

To apply for this position, please complete the following tasks and send your applications materials to City Administrator Daniel Guild, 135 S Stevens Street, Rhinelander, WI 54501. It is the City's preference to receive applications electronically via email. Please email applications materials to cityadministrator@rhinelandercityhall.org

- Cover Letter explaining interest in working for the City of Rhinelander
- Resume
- Employment Application
- List of References, and/or recommendation letters.
- Salary History
- FCRA Authorization to Obtain a Consumer Report (Background/Credit Check)

Job Application materials can be downloaded from the city website: <http://www.rhinelandercityhall.org/index.php?page=Employment>

CITY OF WAUKESHA invites applications for the position of: **Clean Water Plant - Lab Technician**

SALARY: \$53,742.00 - \$72,551.00 Annually

OPENING DATE: 04/07/20, **CLOSING DATE:** 04/24/20 04:00 PM

DESCRIPTION: Position performs technical work of moderate difficulty, in the preparation of routine laboratory work in water treatment and sewage disposal, and the preparation and analysis of pretreatment industrial samples.

EXAMPLES OF ESSENTIAL DUTIES:

1. Examines wastewater samples taken before, during and after treatment process.
2. Examines pretreatment industrial samples using advanced analysis techniques.
3. Maintains, troubleshoots and repairs lab equipment and support equipment.
4. Makes specific computations; keeps records and prepares reports.
5. Prepares setup and maintains specific operations for laboratory equipment and apparatus.
6. Maintains proper inventory of laboratory equipment chemicals and supplies.
7. Prepares solution reagents and various support supplies.
8. Cleans & sterilizes laboratory equipment, utensils & laboratory facility.
9. Meets and coordinates with outside vendors related to laboratory equipment.
10. Implements and troubleshoots new laboratory procedures.
11. Trains and monitors alternate laboratory personnel.
12. Collects samples
13. Monitors proper sample holding times and adjusts testing schedule accordingly.
14. Complies with proficiency testing for EPA/DNR requirements annually.

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<p style="margin: 0; font-size: 1.1em;">www.hawkinsinc.com • 800.328.5460</p>	

QUALIFICATIONS: An Associate's Degree in chemistry, science or a related field, and 2 - 3 years of experience in laboratory testing work; or any equivalent combination of training and experience which provides the following knowledge, ability and skills:

- Standard laboratory principles, technology and equipment.
- Principles of chemical, physical and bacteriological examination and treatment of wastewater, sludge, effluent and byproducts.
- Chemicals and compounds used in the wastewater treatment process.
- Operational hazards and the safety precautions used to avoid or minimize risks.
- The use of standard office equipment, including computers and relevant software programs.
- Follow prescribed methods & processes for wastewater treatment operations.
- Follow instructions and work independently, with minimal supervision.
- Maintain clear, orderly and concise laboratory records and reports.
- Read, interpret and record data from gauges, meters and charts.
- Establish and maintain effective working relationships with supervisors, coworkers and the general public.
- Oral and written communications.
- Organization and time management.
- Data analysis and recordkeeping.
- The use of specialized equipment and technology.

Necessary Special Requirements: Valid Wisconsin driver's license.

APPLICATIONS MAY BE FILED ONLINE AT:

<http://www.waukesha-wi.gov>

Town of Ledgeview, Brown County, Wisconsin (pop. 8,134 and growing) invites applications for the position of **Director of Public Works (DPW)**.

Ledgeview's roots may be set deep in the stone of the Niagara Escarpment but the Town never stands still. Over recent years Ledgeview has become one of the most desirable communities to live in by building new roads, new neighborhoods, new business opportunities, new parks and a new brand that reminds us all to "Set our sights high." Ledgeview offers a wide range of lifestyles - from rural and waterfront living to family-friendly urban neighborhoods. Our future growth plan positions the Town for easy accessibility and strong retail and commercial development.

Position Responsibilities: Ledgeview is seeking a skilled and dedicated individual for the position of Director of Public Works (DPW). The DPW is responsible for planning and managing the activities and operations of the Public Works Department; developing plans, goals and objectives and action steps for the Department; advising the Town Administrator on matters pertaining to departmental functions; and contributing to the overall Town management, all while considering Ledgeview's policies, programs and concerns and performs related work as required, including the oversight of public works employees.

Position Requirements: The position requires a bachelor's degree in, Public Administration, Business Administration, Public Works Management or related field; a minimum of three years of experience

in public works management or a supervisory role; and a valid Wisconsin driver's license.

Salary and Benefits: A competitive salary and benefits program will be offered based on skills and qualifications. Ledgeview offers health insurance for the employee and his/her eligible dependents. Exceptional State retirement contributions, dental insurance and other fringe benefits also come with employment.

How to Apply: Please send cover letter, resume, professional references, and salary history to: Sarah K. Burdette, Administrator, Town of Ledgeview, 3700 Dickinson Road, De Pere, WI. 54115 or sburdette@ledgeviewwisconsin.com by application **closing date: 4:00pm May 8, 2020**. The Town of Ledgeview is an equal opportunity employer.

Village of Little Chute, Wisconsin has an opening for a qualified individual for the position of **Fleet Mechanic in the Department of Public Works**. The Village of Little Chute is conveniently located in the heart of the Fox River Valley on the eastern border of the City of Appleton and the Fox River, with a population of approximately 11,000 residents.

Position reports directly to the Public Works Operations Manager. Experience in the repair and maintenance of vehicles & equipment used in the daily operation of a municipal fleet including vans, trucks, and specialized (heavy & small) equipment. Additional duties include operating equipment as needed, inspection, trouble shooting,

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scheduling preventive maintenance, training operators, welding, fabricating and modifying Village equipment. Position responds to emergency call-in during weather related events.

The successful candidate should have a high school diploma or equivalent supplemented with formal training in heavy equipment, vehicle repair, or diesel mechanics, and 3 years of work-related experience.

Salary ranges from \$23.47 - \$28.69/hour depending on qualifications. Excellent health care, retirement and fringe benefit package.

The complete job description can be found by visiting www.littlechutewi.org, and clicking on "Employment Opportunities" located at the bottom of the home page. Submit applications and resumes to laura@littlechutewi.org. Applications will be accepted until the position is filled. Questions can be directed to the Department of Public Works Office at (920) 423-3865. Equal Opportunity Employer

City of Oshkosh, Wisconsin is searching for a **full-time Water Distribution Manager** for the Public Works Department. This position plans and directs the daily operation and maintenance of the water distribution system and meter reading systems in conformance with Wisconsin Department of Natural Resources, Wisconsin Public Service Commission rules and regulations, and American Water Works Association standards.

Qualified candidates will preferably possess an Associate's degree in Civil Engineering Technology, Applied Science, Public Administration, Water Resources, or a related field. Qualified candidates will also have five years of experience in the construction and maintenance of water distribution systems, including two years of supervisory experience and possess a valid driver's license.

Salary: This position is a salaried, exempt position, with a full benefits package. Compensation starts at \$2,825.76 biweekly.

Application Procedure: Please visit <https://selfservice.ci.oshkosh.wi.us/MSS/employmentopportunities/default.aspx> for a full description of the position and benefits offered, as well as to apply.

The City of Oshkosh is an equal opportunity employer committed to diversity in the workplace.

City of Brookfield The position of **Water Utility Operator** performs duties in the operation and maintenance of both electrical and mechanical waterworks facilities. This position performs customer service, semi-skilled and manual work. Reports for duty in emergency situations and works a rotational on-call schedule.

ESSENTIAL FUNCTIONS:

- Performs routine maintenance of motors, pumps, treatment equipment, stations, and grounds.
- Performs maintenance and repair of hydrants, valves, valve boxes, and water mains.
- Collects & tests water samples.
- Flushes water systems.
- Inspects, cleans, and maintains underground reservoirs, well stations, and elevated towers. Handles snow and ice removal as required.
- Identifies abnormal parameters and makes corrections to improve

the treatment process.

- Installs, reads, replaces, tests, and repairs water meters. Checks for cross connections.
- Promotes and maintains positive departmental public relations with other City departments and staff and the community in general.
- Responds or refers complaints concerning the operation and maintenance of electrical and mechanical waterworks facilities to supervisor.
- Provides instruction to summer or seasonal staff.

Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans With Disabilities Act (ADA) of 1990.

REQUIREMENTS:

Water Utility Operator II*:

1. Knowledge equivalent to a high school diploma.
2. Must have Waterworks Operator Certification from Wisconsin DNR for Ground, Distribution, and Iron Removal (G, D, I).
3. Minimum three (3) years licensed and practical Water Utility work experience at the Operator I level or equivalent preparation.
4. Commercial Driver's License (CDL) endorsement (Classes A,B,C).
5. Knowledge and ability to operate motorized equipment, trucks and tools.
6. Ability to perform manual labor (bend, stoop, handle equipment, lift minimum of 60 pounds); withstand a variety of temperatures, weather and work conditions; and possess short/long distance vision.
7. Ability to report to duty in emergency situations and be on call on a regular basis.

Water Utility Operator I*:

1. Knowledge equivalent to a high school diploma.
2. Waterworks Operator Certification (Distribution) from the Wisconsin Department of Natural Resources.
3. Minimum two (2) years of Water Utility experience.
4. Ability to obtain Waterworks Operator Certification from Wisconsin DNR for Groundwater and Iron Removal (G, I), including required work experience within probation period.
5. Commercial Driver's License (CDL) endorsement (Classes A,B,C) (may be obtained during probationary period).
6. Knowledge and ability to operate motorized equipment, trucks and tools.
7. Ability to perform manual labor (bend, stoop, handle equipment, lift minimum of 60 pounds); withstand a variety of temperatures, weather and work conditions; and possess short/long distance vision.
8. Ability to report to duty in emergency situations and be on call on a regular basis.

Note: Promotion to Water Utility Operator II contingent upon completion of three (3) years experience at the Water Utility Operator I level or equivalent preparation.

Water Utility Operator-In-Training*:

1. Knowledge equivalent to a high school diploma.
2. Ability to pass Waterworks Operator Certification (Distribution) from the Wisconsin Department of Natural Resources (may be obtained during probationary period).

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3. Ability to obtain Commercial Driver's License (CDL) endorsement (Classes A,B,C) within probation period.
4. Knowledge and ability to operate motorized equipment, trucks and tools.
5. Ability to perform manual labor (bend, stoop, handle equipment, lift minimum of 60 pounds); withstand a variety of temperatures, weather and work conditions; and possess short/long distance vision.
6. Ability to report to duty in emergency situations and be on call on a regular basis.

Note: Promotion to the Water Utility Operator I title is contingent upon completion of two (2) years experience at the Operator -In-Training level or equivalent preparation.

Equivalent combinations of training and experience will be considered.

*** The City has the right to fill the Water Utility Operator position vacancy at either the I, II, or OIT level based and knowledge, skills and abilities of the applicant.**

2020 SALARY RANGE:

Water Utility Operator II: \$28.13-\$32.17 per hour with excellent benefits.

Water Utility Operator I: \$26.00-\$29.73 per hour with excellent benefits.

Water Utility Operator-In-Training: \$20.55-\$23.50 per hour with excellent benefits.

THE SELECTION PROCESS will be job related and will consist of one or more of the following: training and experience evaluation; written, oral or performance tests; or other assessment methods. The Department of Human Resources reserves the right to call only the most qualified candidates to oral and performance examinations.

Oral examinations may include written exercises. Applications will be accepted through **SUNDAY, MAY 3, 2020.**

HOW TO APPLY: You can now apply online through NEOGOV from our web site (www.ci.brookfield.wi.us), by clicking on the job title and clicking on the "Apply" link! An email address is necessary to apply online. If this is the first time you are applying using our online job application, you will need to create an account and select a Username and Password. After your account has been established, you can build an application by clicking on the "Build Job Application" link. This application can be saved and used to apply for other job openings. If you do not have a current email address, you can sign up for free email to create your account.

You will receive an email confirming that we have received your application. It is important that your application show all the relevant education and experience you possess. Applications may be rejected if incomplete. You may submit a resume by copying and pasting the document, however the application must be completed in its entirety to be accepted. **Online applications are stored on a secure site. Only authorized employees and hiring authorities have access to the information submitted.**

For assistance click on "HELP" after you are logged in or during business hours contact Applicant Support @ **1-855-524-5627** or contact Ann Harvancik at (262) 787-3607 in the City of Brookfield Human Resources Department.

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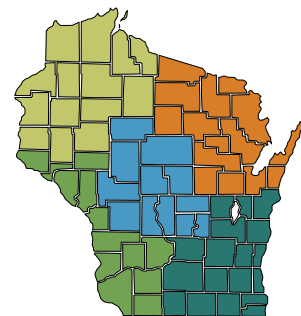
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The advertisement is a horizontal banner. On the left, a man in a blue work shirt and orange hard hat stands on a metal platform at a water treatment facility. A thought bubble above him says, "I need an easy and convenient way to earn my CEHs...". To the right, a large yellow circle contains the text "EARN CEHs ONLINE! ANYTIME, ANYWHERE Convenient and Economical". Below this text are images of a laptop, a tablet, and a smartphone, all displaying the SunCoast Learning Systems interface. The laptop screen shows a course titled "Water Transmission and Distribution" with a blue background of pipes. The tablet screen says "State-Approved by Wisconsin DNR". The smartphone screen says "Powered by SunCoast Learning Systems" and "Rated 5 stars on Google" with five stars. At the bottom right, it says "GET STARTED TODAY AT SunCoastLearning.com or call 800-269-1181". The SunCoast Learning Systems logo is in the bottom left corner, and social media icons for Facebook, Twitter, Instagram, and YouTube are in the bottom right corner.

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