

MEETING NOTICE

ENVIRONMENTAL MANAGEMENT COMMITTEE MEETING

East Central Wisconsin Regional Planning Commission

COMMITTEE MEMBERS: David DeTroye (Perm. Alt for Tom Reinl), Brenda Schneider, Jeremy Johnson (Perm. Alt. for Elizabeth Moses), Jeff Nooyen, Kevin Englebert (Perm. Alt. for Thomas Nelson), Ken Capelle, Aaron Jenson (Perm. Alt for Brian Smith), David Albrecht (Perm. Alt. for Tom Egan), Bob Schmeichel

Date: Wednesday, June 14, 2023 (In-Person)

Time: 10:00 a.m.

Place: East Central Offices (400 Ahnaip Street, Suite 100, Menasha, WI 54952)

Committee members - Please contact the East Central office if you are unable to attend and arrange for an alternate to be present.

AGENDA

1. **Welcome and Introductions**
2. **Roll Call**
 - A. Introduction of Alternates, Staff and Guests
3. **Approval of the Agenda/Motion to Deviate**
4. **Special Order of Business/Action Item**
 - A. Presentation and Committee Overview
 - B. Election of Chair and Vice Chair
5. **Public Comment**
 - A. Public Comments - General
 - B. Public Hearing – Draft Fox Cities 2040 Sewer Service Area Plan (individual speakers are limited to five minutes per speaker)
6. **Announcements and Discussion Items**
 - A. Water Quality Management – Wilhelmina Paustian, Senior Planner
 1. Staff Update
 - B. NR135 – Scott Konkle, Senior Planner
 1. Staff Update
 - C. Approval of the 2023-2024 Environmental Management Committee Meeting Schedule
7. **Old Business – Past Meeting Minute Approvals**
 - A. Community Facilities Committee, March 8, 2023
 - B. Open Space/Environmental Management Committee, April 12, 2023

8. New Business/Action Items

A. Water Quality Management – Wilhelmina Paustian, Senior Planner

1. Proposed Resolution 23-23: Approving the Updated Fox Cities 2040 Sewer Service Area Plan: <https://www.ecwrpc.org/wp-content/uploads/2023/06/Fox-Cities-SSA-Plan-2040-FINAL-DRAFT-JUNE-2023.pdf>;

NOTE: Please find new links to Final Draft Fox Cities 2040 SSA Plan (including SSA Maps and Comment Letter)

Neenah-Menasha SSA Map: <https://www.ecwrpc.org/wp-content/uploads/2023/06/Neenah-Menasha-SSA-22x34.pdf>;

Fox West SSA Map: <https://www.ecwrpc.org/wp-content/uploads/2023/06/Fox-West-SSA-22x34.pdf>;

Appleton SSA Map: <https://www.ecwrpc.org/wp-content/uploads/2023/06/Appleton-SSA-22x34.pdf>;

Heart of the Valley SSA Map: <https://www.ecwrpc.org/wp-content/uploads/2023/06/HOV-SSA-22x34.pdf>;

Boardman Clark Comment Letter on behalf of Town of Clayton and Clayton Sanitary District No. 1: <https://www.ecwrpc.org/wp-content/uploads/2023/06/BoardmanClark-Clayton-Comments-6-5-23-reduced.pdf>

9. Informational/Discussion Items

- A. County Roundtable Discussion (*as time permits*)

10. Establish Time and Place for Next Meeting

- A. The next Environmental Management Committee meeting will be at 10:00 a.m. on Wednesday, September 13, 2023 at the Commission Office (400 Ahnaip Street, Suite 100; Menasha).
- B. The next Quarterly Commission Board meeting will be at 10:00 a.m. on Friday, July 28, 2023 – (Tentative) City of New London City Hall, 215 N. Shawano St., New London, WI. Additional meeting details will be forthcoming.

11. Adjourn

Any person wishing to attend this meeting or hearing, who, because of a disability, requires special accommodations should contact the East Central Wisconsin Regional Planning Commission at (920) 751-4770 at least three business days prior to the meeting or hearing so that arrangements, within reason, can be made.

TO: Environmental Management Committee
FROM: Wilhelmina Paustian, Senior Planner
DATE: June 8, 2023
RE: Water Quality Management Program Update

Commission Staff completed the draft Fox Cities 2040 Sewer Service Area Plan. The Notice for Public Comment and the Public Hearing was posted in the Appleton Post Crescent on May 7, 2023. The Public Hearing is scheduled for June 14th, 2023 at the Environmental Management Committee.

From January through May of 2023, Staff conducted the following sanitary sewer reviews for conformance with the approved SSA Plan and Areawide Water Quality Management Program:

- 17 Sanitary Sewer Extensions
- Three Sanitary Sewer Mainline Replacements
- Five Private Laterals
- Three Wastewater Treatment Plant Facilities Plan Updates (Oshkosh WWTP, Omro WWTP, and Larsen-Winchester WWTF)
- One SSA Plan Amendment to the Fox Cities – Fox West SSA

Per the approved 2023 Work Program, the next scheduled SSA Plan Updates are the Village of Sherwood SSA Plan and the Village of Stockbridge SSA Plan. Commission staff will tentatively schedule introduction meetings in the 4th quarter.

TO: Environmental Management Committee
FROM: Scott Konkle, Senior Planner
DATE: June 8, 2023
RE: NR-135 Regional Non-Metallic Mining Reclamation Program Update

Administration of the NR-135 Non-Metallic Mining Reclamation Program for the period of April 1st through June 30th typically involves the review and any associated updates to financial assurance documents and site inspection scheduling.

No acreage has been certified as reclaimed this year; however, a fair amount of reclamation is being conducted within the Counties. Staff also wanted to note that inspected sites in which reclamation or expansion activities are taking place. Those sites will be revisited to determine if reclamation certification is warranted or to document the increase in active acreage.

There are no non-compliance issues to address at this time

2023-2024 Environmental Management Committee Meeting Schedule

East Central Wisconsin Regional Planning Commission

The Committee has tentatively scheduled four regular meetings, to be held on the **2nd Wednesday of the month preceding the quarterly commission meetings at 10:00 a.m. (with the exception of the January meeting)**. The meetings will be typically held at the offices of the East Central Wisconsin Regional Planning Commission at 400 Ahnaip Street, Suite 100, Menasha, Wisconsin or virtually. However, the exact location may vary based on room availability or the desire of the Committee. The meeting schedule is subject to change.

In order to allow staff sufficient time to review and address proposed SSA Plan Amendments, all formal written requests and the required supplemental materials must be submitted approximately 30 days prior to the meeting date to be considered for the agenda. The Environmental Management Committee members may consider meeting for a special meeting if there are time-sensitive action items such as a Sewer Service Area Amendment that does not align with the schedule.

Meeting Date and Time	Deadline for SSA Amendment Submittals (30 days prior)
Wednesday-June 14, 2023 10:00 a.m.	Monday-May 15, 2023
Wednesday-September 13, 2023 10:00 a.m.	Monday-August 14, 2023
Wednesday-January 10, 2024 10:00 a.m.	Monday-December 11, 2023
Wednesday-March 13, 2024 10:00 a.m.	Monday-February 12, 2024

STAFF CONTACT:

Wilhelmina Paustian, Senior Planner
wpaustian@ecwrpc.org

Scott Konkle, Senior Planner
SKonkle@ecwrpc.org

Melissa Kraemer-Badtke, Executive Director
mbadtke@ecwrpc.org

Mike Zuege, GIS Manager
MZuege@ecwrpc.org

COMMITTEE MEMBERS:

David DeTroye - Calumet
Brenda Schneider – Fond du Lac
Jeremy Johnson – Menominee
Kevin Englebert – Outagamie
Jeff Nooyen – Outagamie
Ken Capelle - Shawano
Aaron Jenson – Waupaca
David Albrecht – Winnebago
Bob Schmeichel - Winnebago



DRAFT
MEETING MINUTES
COMMUNITY FACILITIES COMMITTEE
East Central WI Regional Planning Commission

Date: Wednesday, March 8, 2023 - Virtual

1. Welcome and Introductions

Mr. Nooyen called the meeting to order at 10:00 a.m.

2. Roll Call

Committee Members Present:

Jeff Nooyen Outagamie County
Ken Capelle Shawano County
Aaron Jenson (Perm. Alt. for Brian Smith)..... Waupaca County

Committee Members Absent (Excused):

Brenda Schneider-Chair Fond du Lac County
David Albrecht (Perm. Alt. for Tom Egan) Winnebago County
Vacant Vacant

ECWRPC Staff:

Melissa Kraemer-Badtke Executive Director
Kevin Englebert Deputy Director
Wilhelmina Paustian Senior Planner
Leann Buboltz..... Administrative Coordinator

Guests:

Elizabeth Marks Westwood Professional Services

3. Approval of the Agenda/Motion to Deviate - A motion was made by Mr. Jenson and second by Mr. Capelle to approve of the agenda. Motion carried unanimously.

4. Public Comment – There was no public input

5. Approval of the Minutes of the January 11, 2023 Community Facilities Committee Meeting - A motion was made by Mr. Capelle and seconded by Mr. Jenson to approve the minutes as presented. Motion carried unanimously.

6. Announcements –

A. Staff Report presented by Ms. Wilhelmina Paustian. Ms. Paustian shared with the Committee members that staff is in the process of updating the Fox Cities Sewer Service Area (SSA) Plan. She noted that informational meetings with the communities in each of the four Sewer Service Areas were held in January 2023 which included a background summary of the sewer service areas and a review of draft chapters and maps. Link available to the draft maps <https://ecwrpc.maps.arcgis.com/apps/instant/basic/index.html?appid=2b751256456c41b9b34093fa08220317>. Ms. Paustian shared a tentative timeline of Plan completion; March & April – Staff finalize chapters and maps; end April/Early May – Post Final Draft Plan for Public Comment; April – Nominating Committee – Assignments; May – Staff presents information to Committee Members regarding the Water Quality Management Planning Program and introduces

Sewer Service Area Planning; June – Public Hearing on Fox Cities SSA Plan at CFC Meeting & Resolution for Adoption; End of July – Resolution brought to Quarterly Commission; End of July/Early August - Final Plan submitted to DNR for approval. It was noted that no Committee action is needed at this time.

7. New Business/Action Items –

- A. Track 177 – Fox Cities – Fox West Sewer Service Area Amendment presented by Ms. Paustian – Senior Planner. Ms. Paustian reported that the SSA Amendment request includes two 40-acre parcels, totaling 80 acres, into the Fox Cities – Fox West SSA for a proposed expansion of the Appleton International Airport (ATW)'s Northwest Business Park, in the Village of Greenville, Outagamie County. The parcels are located within the Fox West Planning Area and adjacent to the current SSA boundary. It was noted that a more detailed review of the Environmentally Sensitive Areas (ESA) across the two parcels would be conducted during the Water Quality Management/Section 208 conformance review if the SSA Plan Amendment is approved by the WDNR. Also shared was that the wastewater generated from the proposed development would be treated by the Fox West Sewerage Commission. Ms. Paustian stated at the Fox West Sewerage Commission, indicated via email, that according to the estimated population served and type of wastewater the wastewater treatment plant would be able to treat the additional wastewater flow. Also offered was that the Village of Greenville Planning Commission review found the development plans to be consistent with the Village of Greenville 2040 Comprehensive Plan and approved the request.

Committee discussion took place regarding what the future use of the development is intended to be. Staff indicated that Economic Development Administrative funding is involved and the land development will be primarily commercial.

A motion was made by Mr. Jenson and a second by Mr. Capelle to approve Track 177 – Fox Cities – Fox West Sewer Service Area Amendment. Motion carried unanimously.

8. Informational/Discussion Items

- A. County Roundtable – Mr. Nooyen shared with the Committee members that Mr. Kevin Englebort has taken the Outagamie County Land Use & Zoning Director position. He thanked Mr. Englebort for a job well done while serving as the Deputy Director for the Commission.

9. Establish Time and Place for Next Commission Meeting

- A. *The next **Community Facilities Meeting**. Further details will be forthcoming.*
B. *The next **Quarterly Commission Meeting** will take place on Friday, April 28, 2023 at 10:00 a.m. at the Calumet County Courthouse, 206 Court Street, Chilton WI 53014 followed immediately with the Annual meeting.*

- 10. Adjourn** – A motion was made by Mr. Capelle and second by Mr. Jenson to adjourn. Time noted at 10:20 a.m.

Respectfully submitted by
Leann Buboltz – ECWRPC Administrative Coordinator

MINUTES
OPEN SPACE AND ENVIRONMENTAL MANAGEMENT COMMITTEE
East Central Wisconsin Regional Planning Commission

COMMITTEE MEMBERS: *DuWayne Federwitz, Chair (Waupaca Co.), Lee Hammen (Outagamie Co.), Jeremy Johnson (Menominee County) and Bob Schmeichel, Vice Chair (Winnebago County)*

Date: Wednesday, April 12, 2023 - Virtual

1. Welcome and Introductions - The meeting was called to order by Chairperson Federwitz at 1:30 p.m.

2. Roll Call

Committee Members Present:

DuWayne Federwitz, Chair..... Waupaca County
Lee Hammen..... Outagamie County
Jeremy Johnson (perm alt. for Elizabeth Moses)Menominee County
Bob Schmeichel, Vice Chair Winnebago County

Committee Members Excused:

ECWRPC Staff and Guests Present:

Melissa Kraemer-Badtke Executive Director
Scott Konkle Senior Planner
Leann Buboltz..... Administrative Coordinator

3. Approval of Agenda / Motion to Deviate Mr. Hammen motioned to approve the agenda, Mr. Schmeichel seconded the motion. The motion passed unanimously.

4. Public Comment - There was no public comment.

5. Approval of the Minutes of the January 11, 2023 Open Space and Environmental Management Committee Meeting. Mr. Johnson motioned to approve the minute, Mr. Hammen

6. Announcements and Discussion Items - None

7. New Business/Action Items - None

8. Information/Discussion Items

A. NR-135 Non-metallic Mining Reclamation Program Report and Updates. Mr. Scott Konkle, Senior Planner presented to the members the Program Report.

- Mr. Konkle shared that out of 198 end of year reports received, one report from Winnebago County is pending. He will be reaching out to the representatives to find out their reasons for the delay.
- Transfers of permits – He noted that two transfers of ownership occurred in Outagamie County and Calumet County.
- Conditional Use Permit – Mr. Konkle reported that Mr. James Peterson from Shawano county is requesting a conditional use permit which is currently pending.
- Town of Scandinavia – A public hearing will occur tonight to discuss a 26 acre plot of land, located in the Town of Scandinavia. This will be informational for the residents of the area.
- Chairman Federwitz indicated that he thought Mr. Konkle’s NR 135 program was going quite well and is pleased at the positive outcomes from the Gravel Pit-Owners within the member Counties.

- Below is the Permit Cost by County

2022 DNR Annual Fees

County	Total Permits	Active Acres	Reserve Acres	DNR Fees
<i>Calumet</i>	20	516	742	\$ 2,380.00
<i>Outagamie</i>	45	1343	1692	\$ 4,820.00
<i>Shawano</i>	47	637	864	\$ 4,025.00
<i>Waupaca</i>	44	681	1392	\$ 4,040.00
<i>Winnebago</i>	43	971	1182	\$ 4,620.00
Totals	199	4148	5872	\$ 19,885.00

B. Committee Consolidation – Proposed. Ms. Melissa Kraemer-Badtke shared with the members of the proposed committee consolidation. She noted that upon the removal of the gubernatorial appointments a few of the standing committees only have a few members on their committee, with Open Space being on of them. Ms. Kraemer-Badtke shared that staff is recommending the consolidation of the Regional Comprehensive Plan Committee, the Open Space Recreation Committee, and the Community Facilities Committee to become the Environmental Management Planning Committee. She reported that this committee would oversee the Water Quality Management Program (also known as the sewer service area program), the NR-135 Non-metallic Mining Program, Geographic Information System, and environmental planning projects as outlined in the work program. The Economic Development and Transportation Standing Committees would remain in place. It is believed that this consolidation will allow for more equal distribution of the Commissioners across the standing committees. Note – For informational purposes only. Member-Mr. Johnson noted that the Nominating Committee was in favor of the consolidation. This item will go to the April Commission for their review.

C. County Roundtable Discussion (*as time permits*)

9. Establish Time and Place for Next Commission Meeting

- A. *Open Space and Environmental Management Meeting: The next Open Space and Environmental Management meeting will be Wednesday July 12, 2023 at 1:30 p.m.*
- B. *Commission Meeting: The next Commission Board meeting will take place on Friday, April 28th, 2023 at 10:00 a.m. at Calumet County Courthouse (206 Court Street, Chilton). Further details will be forthcoming.*
- C. *Annual Meeting: The Annual Meeting will immediately follow the Commission Board Meeting on Friday, April 28th, 2023 at Calumet County Courthouse (206 Court Street, Chilton). Further details will be forthcoming.*

10. Adjourn – A motion was made by Mr. Hammen to adjourn with the time noted at 2:00 p.m.

*Respectfully submitted by
Leann Buboltz – Administrative Coordinator
East Central WI Regional Planning Commission*

TO: Environmental Management Committee
FROM: Wilhelmina Paustian, Senior Planner
DATE: June 8, 2023
RE: Proposed Resolution 23-23: Approving the Updated Fox Cities 2040 Sewer Service Area Plan

The Fox Cities 2040 Sewer Service Area (SSA) Plan Update process began in 2020. This is the fifth update of the Fox Cities SSA Plan (1985, 1991, 1997, 2006, and 2023). The 2040 SSA Plan is comprised of four separate sewer service areas and planning areas spanning 20 municipalities and three counties. The sewer service areas and planning areas are associated with the four wastewater treatment facilities in the Fox Cities: Neenah-Menasha Sewerage Commission, Fox West Regional Sewerage Commission, Appleton Wastewater Treatment Plant, and the Heart of the Valley Metropolitan Sewerage District.

There were several delays in the update process due to the pandemic and staff turnover. Several draft chapters and maps were shared with communities at the end of 2022. In the beginning of 2023, the commission hosted informational meetings to discuss the Water Quality Management Program and draft SSA maps. Several communities had small edits and requests following the January informational meetings. Final draft maps and the draft Plan were then completed in the beginning of May. A Notice for Public Comment and Public Hearing was published in the Appleton Post Crescent on Sunday, May 7th, and was posted on the online version of the paper for the next 30 days. The Public Hearing was held pursuant to Wisconsin Administrative Code NR 121.07(1)(b).

Approximately 12,852 acres of land were added to the entire Fox Cities SSA; 3,228 acres in the Neenah-Menasha SSA; 5,433 acres in the Fox West SSA; 1,149 acres in the Appleton SSA; and 3,042 acres in the Heart of the Valley SSA. According to the residential and non-residential land use projections, approximately 10,867 acres of land will need to be included in the SSA to accommodate the projected population in the year 2040. Acreage added to the SSA was requested by the communities for a variety of reasons:

- Parcels included that are ready or anticipated for development in the next 5-20 years
- Parcels included along roadway construction projects, i.e. STH 15 in Greenville
- Boundaries may follow a Community's Sanitary Sewer Master Plan
- Parcels included that are in a lift station's service area
- Boundaries shifted to include/exclude existing development based on perceived/anticipated need for connection to sanitary sewer in the future
- Boundaries cleaned up so they do not bisect parcels, parcels with the same owner included

Public Comments/Edits:

- New Cover Page
- Appendix G outlines the Public Comments, which were incorporated into the Final Plan:
 - o Mapping Correction: Update the Fox West & Appleton SSA boundary to reflect the existing Town of Grand Chute Sanitary District #2 Boundary. Maps and associated existing SSA acreage Table 4 and Table 15 were updated with the corrected parcels.
 - o Mapping Correction: The Greenville Sanitary District was dissolved after the Village of Greenville was incorporated in 2021. The Greenville Sanitary District was removed from Map 10.
 - o Supporting Documents: ECWRPC's Westridge Golf Course Cost-Effectiveness Analyses Evaluation from May 3, 2023 to support the Undefined Planning Area determination.
 - o Comments submitted by Lawrie Kobza from Boardman & Clark LLP on behalf of the Town of Clayton and Clayton Sanitary District No. 1.

Upon approval, staff will bring the proposed Fox Cities 2040 SSA Plan to the full Commission in July. If the Commission approves the SSA Plan, it will be sent to the Wisconsin Department of Natural Resources for final review and administrative decision to be certified as part of the Wisconsin Areawide Water Quality Management Plan.

Staff Recommendation: Staff recommends that the Environmental Management Committee approve Proposed Resolution 23-23: Approving the Updated Fox Cities 2040 Sewer Service Area Plan.

PROPOSED RESOLUTION NO. 23-23

APPROVING THE UPDATED FOX CITIES 2040 SEWER SERVICE AREA PLAN

WHEREAS, the East Central Wisconsin Regional Planning Commission has been designated by the Wisconsin Department of Natural Resources as the sewer service area management agency for the member counties in the East Central region, and;

WHEREAS, the East Central Wisconsin Regional Planning Commission has entered into a memorandum of agreement with the Wisconsin Department of Natural Resources to develop, update, and manage sewer service area plans for the designated area and select non-designated areas, and;

WHEREAS, the East Central Wisconsin Regional Planning Agency is preparing updated sewer service area plans for communities through the year 2040, and;

WHEREAS, the East Central Wisconsin Regional Planning Commission held public participation and community meetings for those areas affected during the planning process, and;

WHEREAS, the Sewer Service Area Plans will be submitted to the Wisconsin Department of Natural Resources and certified as part of the Wisconsin Areawide Water Quality Management Plan;

NOW THEREFORE BE IT RESOLVED BY THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION:

Section 1. That the Commission adopt the updated plan for the Fox Cities 2040 Sewer Service Area Plan Update and recommend Wisconsin Department of Natural Resources certification of the plan update.

Section 2. That the Commission provides continuing sewer service area planning and management functions including sewer service area amendments, review of wastewater and sewer plans and the review of sewer extension requests for the Fox Cities 2040 Sewer Service Area Plan.

Effective Date: July 28, 2023
Submitted By: Environmental Management Committee
Prepared By: Wilhelmina Paustian, Senior Planner

Environmental Management Committee Chair

Melissa Kraemer Badtke—ECWRPC Executive Director

Date Approved