

**COMMERCE/WOWRA POWTS PROGRAM TELECONFERENCE**  
**Monday April 14, 2008 2:30 – 3:15 p.m.**

Participants:

Commerce – Brad Johnson, Roman Kaminski, Harold Stanlick  
WOWRA – Bill Baudhuin, Todd Stair

Discussion Items:

- Todd mentioned a WOWRA member had expressed a concern that at a recent training session in Oneida County the county code administrator announced that based on a discussion he had with Matt Janzen – Wastewater Specialist, “material lists” would now be required for all plan submittals received by the county. The member was wondering if this was a new requirement. Roman indicated he would discuss the issue with Matt.

Matt provided the following information. During a recent audit of plans reviewed by Oneida County (and several other counties), Matt noted that many plans, particularly gravity flow in-ground either lacked sufficient detail or contained standard drawings that did not reflect what materials the installer ended up using. For example, he noted plot plans that contained squares, rectangles and lines that were assumed to represent various POWTS components but no detailed information. He also noted use of old standard drawings that included use of cast iron material for vent pipes while the inspection report indicated use of plastic.

*Note: Section Comm 83.23(2)(a)3.b., Wis. Adm. Code, states that plans submitted for review shall include all of the following: “Specifications, including a description of the materials for the project...”. This requirement has been in the code since July, 2000.*

- Todd noted that the WOWRA board received a copy of a letter from a member who had filed a complaint with the department about a POWTS Plan Reviewer. The issue that is the basis for the complaint was discussed with Todd and Bill stating they felt the practice employed by the member as a soil tester/designer would be considered helpful by installers. Brad indicated no plans were held because of the concern, that the Reviewer’s supervisor has conducted a preliminary investigation and that he will schedule a meeting with the complainant and the reviewer to discuss and resolve the issue.
- Bill asked whether there were any problems with lack of POWTS plan review capability in the Waukesha office. He stated he had heard that it was taking as much as 12 days to get a POWTS plan approved. Harold indicated that staffing levels are normal and if a situation arises where a reviewer will be absent for an extended period of time plans are routed to other offices for review. Brad noted that currently POWTS plan review scheduling is available within one or two days in most offices.
- Bill indicated that once again prior to this teleconference he had sent a significant amount of e-mail requesting WOWRA members to respond with concerns they may

have regarding POWTS program related issues. There appears to be general satisfaction with the POWTS program at this time. Speaking for his firm, Bill stated he was getting great service from the department and complimented the staff on their efforts.

- Roman responded to an inquiry about possible changes in plan review fees. The department is preparing a revision to Comm 2 (fee code) that would adjust fees for most programs including POWTS. An early draft of the fee adjustment package has been shared with the various advisory code councils that interact with the department including the POWTS Advisory Code Council. Once a formal draft is prepared it will be posted on the Commerce website and will be subject to the usual rule promulgating process that includes a public hearing. Roman noted that while most program fees were adjusted in 2000, POWTS program fees have not been adjusted since 1992.
- Todd asked about current and future staffing levels in the POWTS program. It was noted that Duane Steiner will retire on April 30, 2008. A decision on whether that position will be refilled or whether the position will be assigned to another program has not been made. The department is evaluating staffing levels for all of its programs, looking at long term trends and individual program needs. Todd and Bill expressed concern regarding the loss of POWTS program field positions as they appreciate the consultative service and problem-solving skills that are used by the staff. They asked who they could contact to share their concerns about the potential reduction of POWTS field staff. Brad indicated the managers to contact are Randy Baldwin – Bureau Director, Bob DuPont – Bureau Director and Greg Jones – Administrator.
- The next joint teleconference will be held in approximately three months or when a need is determined by either group.