

# E-Bulletin Newsletter



To provide affordable financial assistance to communities within Wisconsin for water infrastructure projects that protect and improve public health and water quality for current and future generations.



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## Policy Paper Out for Public Comment

On December 3, 2021, Governor Evers signed 2021 Wisconsin Act 112 which includes 2021 Senate Bill 489. The Environmental Loans Policy Paper provides an overview of Act 112 and the changes that DNR is proposing as a result of Act 112. This includes removing the Safe Drinking Water Loan Program (SDWLP) statutory loan closing deadline of June 30<sup>th</sup>. The DNR and DOA are proposing to make September 30, 2022, the loan closing deadline for State Fiscal Year 2022 SDWLP projects (excluding private LSL projects).

DNR is accepting public comments on the paper **until January 31, 2022**. The public comment process is described at the end of the [Environmental Loans Policy Paper – DRAFT](#).

## Small Loans Program Suspended

As of January 1, 2022, the CWFSP Small Loans Program (SLP) will not be accepting any new applications. The funding source currently utilized for making interest rate subsidy agreements is not sustainable. A new long-term funding solution for the program needs to be found before committing to funding additional projects. This suspension will not affect subsidization provided under existing Interest Rate Subsidy Agreements.

The suspension of the CWFSP [Small Loans Program](#) will continue until a sustainable funding option is identified to provide the annual interest rate subsidy payments for new project awards. Please consider utilizing the regular CWFSP for your project funding needs. If you have any questions, please contact Kevin Olson 608-234-2238 or [Kevin.Olson@wisconsin.gov](mailto:Kevin.Olson@wisconsin.gov).

## DUNS to Unique Entity ID Transition

By **April 4, 2022**, the federal government will stop using the DUNS (Data Universal Numbering System) number to uniquely identify entities. At that point, entities doing business with the federal government will use a Unique Entity Identifier (UEI) created in SAM.gov. To learn more, visit [sam.gov/content/duns-uei](https://sam.gov/content/duns-uei).

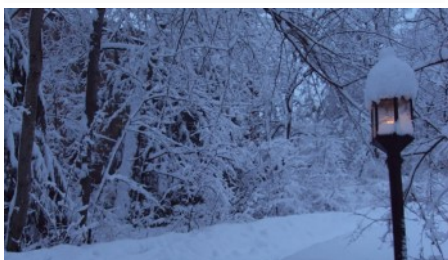
This transition allows the government to streamline the entity identification and validation process, making it easier and less burdensome for entities to do business with the federal government. If your entity is already registered in SAM.gov, your Unique Entity ID has already been assigned. This includes inactive registrations. You may read "[How can I view my UEI?](#)" to do just that. You may want to review [Quick Start Guide for Getting a UEI](#).

## Upcoming Deadlines

### Late Winter / Early Spring

SFY 23 CWFSP & SDWLP PPLs published.

- SFY 2023 CWFSP & SDWLP priority score objections deadline is 30 days after its PPL is published.



DNR, Environmental Loans Section—CF/2, 101 S. Webster Street, PO Box 7921, Madison, WI 53707-7921  
[dnr.wi.gov/aid/eif.html](https://dnr.wi.gov/aid/eif.html) | CWFSP phone: 608-358-3330 | SDWLP phone: 608-575-8825 | [staff directory webpage](#)



Program implementation details are outlined in chs. [NR 162](#) and [NR 166](#), Wis. Adm. Code. [Legal notice](#): This document is intended solely as guidance and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing statutes and administrative rules to the relevant facts. The Wisconsin Department of Natural Resources provides equal opportunity in its employment, programs, services, and functions under an Affirmative Action Plan. If you have any questions, please write to Equal Opportunity Office, Department of Interior, Washington, D.C. 20240. This publication is available in alternative format upon request, call 608-267-9481 for more information.

## Submit Facility Plans Early

If your municipality is seeking Clean Water Fund Program financial assistance for a wastewater project, you must complete a facility plan whether the project is in the “reviewable” or “maintenance” project classification.

- For requirements, see [Wastewater Facility Planning Studies](#).

Staff can give you technical comments that might expedite approval and help you determine an appropriate submittal timeline.

- For assistance, see [wastewater plan review contacts](#).

After the DNR Bureau of Water Quality approves your municipality's facility plan, you may submit a CWFP application.

Your municipality must have facility plan approval from the DNR in order for your financial assistance application to be complete. Without a DNR-approved facility plan, your municipality's project will not be eligible for funding in the SFY for which it applied.

## Submit Engineering Reports Early

Engineering report requirements for the Safe Drinking Water Loan Program (SDWLP) are the same as those included in chs. [NR 108](#) and [NR 811](#), Wis. Adm. Code.

Determine and follow the engineering report submittal requirements from the DNR Bureau of Drinking Water & Groundwater:

- [Public Water System Plan Review](#)
- [Engineering Report Requirements](#)

For assistance, email:

- [DNRPublicWaterPlanReview@wisconsin.gov](mailto:DNRPublicWaterPlanReview@wisconsin.gov)

If your municipality is seeking SDWLP financial assistance for a drinking water project **and** an engineering report is required for the project by the DNR, we recommend you submit the engineering report before you submit the SDWLP application.

### Submit 90 days before application

To ensure your municipality receives the engineering report approval letter in a timely manner, we encourage you to submit the engineering report early on to allow ample time for review. Preferably, you would submit your municipality's engineering report to the department for approval **at least 90 days before** the SDWLP application deadline.

### Submit facility plan 6 months before application

To ensure your municipality receives the facility plan approval letter by the application submittal date, we encourage you to submit the facility plan early on to allow ample time for review. Preferably, you would submit your municipality's facility plan to the department for approval **at least six months before** the CWFP application deadline. If this will not be possible, we encourage you to reach out to the DNR wastewater plan review staff.

### For SFY 2023 CWFP PF projects

In late winter/early spring, we plan to publish the State Fiscal Year 2023 CWFP Project Priority List to our [Project Lists & Intended Use Plans webpage](#).

- Submit Facility Plan for DNR review by 03/31/2022 or the earliest date possible.
- Submit CWFP Principal Forgiveness Application by 09/30/2022 deadline.

Note: A complete SDWLP application must include approvable plans and specifications.

### Submit together if ...

Your municipality may submit a SDWLP application before receiving DNR approval for the engineering report **if** either chs. NR 108 or NR 811, Wis. Adm. Code, allow for submittal and review of the engineering report and the plans & specifications simultaneously **and** the DNR receives them together either before you submit the SDWLP application or with your SDWLP application by its deadline.

### SFY 2023 SDWLP Projects

In late winter/early spring, we plan to publish the State Fiscal Year 2023 SDWLP Project Priority List to our [Project Lists & Intended Use Plans webpage](#).

### NR 811 Community Water System Operation and Design Update

Chapter NR 811, Wis. Adm. Code, is being revised with the primary objectives of correcting, clarifying, and updating the design and construction standards, & addressing new technologies related to community drinking water systems. [Learn more](#).

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## Water Rate Orders for SFY 2022 SDWLP Projects

Did your municipality submit a water rate case application to the Wisconsin Public Service Commission (PSC) for a State Fiscal Year (SFY) 2022 Safe Drinking Water Loan Program (SDWLP) project?

If yes, a copy of the PSC water rate order approval, authorizing your municipal utility to charge the increased rates, must be submitted to your DNR loan project manager **at least 3 months before** your loan closing date so they can prepare the Financial Assistance Agreement.

Required rate increases *must be in effect before* the Financial Assistance Agreement can be executed, per s. NR 166.11(7) Wis. Adm. Code.

The effective date of a PSC-approved rate order is the date the municipal utility begins applying the new rates.

Direct [conventional rate case](#) process questions to [PSC](#) at 608-266-3766 or [PSCWaterAppMail@wisconsin.gov](mailto:PSCWaterAppMail@wisconsin.gov).

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## Construction Contracts for SFY 2022 SDWLP Projects

The executed construction contract must be submitted to the assigned DNR loan project manager **at least 2 months before** the loan closing date for a State Fiscal Year (SFY) 2022 Safe Drinking Water Loan Program (SDWLP) project.

It can take 2-4 weeks for a project manager to complete their review of the [bidding documents](#) depending on workloads, project complexity, completeness of submittals, and compliance with requirements. Keep in mind that a project manager also needs time to review many

other [required documents](#) before they can draft the Financial Assistance Agreement. Thus, the project manager has a small timeframe in which to develop the FAA.

To allow project managers sufficient time to fully review documents, the DNR strongly recommends municipalities promptly submit required documentation as it becomes available and before its due date.

For more on bidding and procurement, see page two of the [December 2021 E-Bulletin](#).

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## New DOA Capital Finance Officer: Jessica Fandrich

We're pleased to announce that Jessica Fandrich has returned to the Department of Administration.

On January 3, 2022, Jessica began her position as a Capital Finance Officer and is working out of Madison, WI. She can be reached at [Jessica.Fandrich1@wisconsin.gov](mailto:Jessica.Fandrich1@wisconsin.gov) and 608-267-2734.

Jessica will be working in the Environmental Improvement Fund (*reviewing municipal financial statements and determining affordability; reviewing financial assistance*

*agreements; coordinating bond counsel reviews; annual loan monitoring; managing loan disbursements and repayments/collections; underwriting loans; and closing out projects*) before settling into a position that will be a mix of those duties and general bond management for all the State's borrowing credits.

**Please join us in congratulating Jessica and welcoming her back to the Environmental Loans team!**

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## New Federal Liaison: Casey Sweeney

Casey Sweeney is our new Federal Liaison & Policy Analyst. He is responsible for working with the EPA on federal requirements and policy issues. This position was previously held by Becky Scott before she was promoted to Project Manager Section Chief.

**Please join us in congratulating Casey on his new position!**

Casey began his new position on January 3, 2022, and he is working out of the DNR's Central Office in Madison, WI. He can be contacted at 608-852-1576 and [Casey.Sweeney@wisconsin.gov](mailto:Casey.Sweeney@wisconsin.gov).

Having joined the Environmental Loans team in 2019, Casey brings federal grant experience to his new position from his five years at the Department of Administration and with AmeriCorps. He is excited to work on the Bipartisan Infrastructure Law and Clean Water Needs Survey.



## New Construction Management Engineer: Tyler Zettl



We are pleased to share the news that Tyler Zettl is the new CME for the South Central Region (SCR) in the Environmental Loans Section. He fills the position held by Bernie Robertson, who recently retired. On January 3, 2022, Tyler started his new position out of the DNR Service Center in Fitchburg, WI.

### Please join us in welcoming and congratulating Tyler on his new position!

Tyler is joining us from the South Dakota Department of Agriculture and Natural Resources, where he was a Natural Resources Engineer in the Environmental Funding Program (South Dakota's State Revolving Fund). Tyler is a native of Wisconsin, he grew up in Dousman and received a degree in Environmental Engineering from UW-Platteville. When not working, he enjoys going to the bowling alley to throw a few games as well as spending time with family and friends.

## Staff Change: Becky Mesdjian Retiring

Becky Mesdjian, our Environmental Loans Oracle and Online Systems Database Manager, is retiring in January 2022. She is transferring her duties to Suzy Hasheider. Becky has been with the DNR for 30 years. Since November 18, 1991, she has served as the File Manager/Programmer for the Environmental Improvement Fund.

Becky has been a great asset to the Environmental Loans Program. She has provided excellent technical support and customer service. In the 1990's, she helped create an Oracle database so the program could move away from storing project information in Excel spreadsheets. Beginning in 2014, Becky helped modernize the Environmental Loans Program, making it more efficient and effective, by managing the transition from the paper forms to the online Intent to Apply and Application systems.

We will miss Becky's fun yet calm demeanor. We wish Becky well as she enjoys retirement, working on home improvements, traveling the world with her husband, and spending time with family.



### Please join us in congratulating Becky on her retirement!

## Loan Project Manager Recruitment

The Wisconsin DNR Bureau of Community Financial Assistance (CFA) is recruiting to fill two Loan Project Manager (Natural Resources Financial Assistance Specialist) vacancies in the Environmental Loans (EL) Section.

The job opening (with a full position description) is announced through [Wisc.Jobs](https://www.wisconsin.gov/jobs).

**The deadline to apply is Monday, January 24, 2022.**

We may use the applicant list generated from this recruitment to fill future, similar positions within the CFA Bureau, including full time, part-time, project, and/or LTE positions. If you are interested in this type of opportunity with the DNR, please apply now!

If you have questions about a position, please reach out to Becky Scott, DNR EL Project Manager Section Chief, at 608-513-9351 or [Rebecca.Scott@wisconsin.gov](mailto:Rebecca.Scott@wisconsin.gov).

