

WISCONSIN DEPARTMENT OF NATURAL RESOURCES

2024 DELEGATED COUNTY TRAINING

March 6, 2024 | DNR.WI.GOV





WELCOME

WISCONSIN DEPARTMENT OF NATURAL RESOURCES | DNR.WI.GOV

TOPICS TO BE COVERED TODAY

- County Delegation Program & Webpage Overview
- Level 5 – Well and Drillhole Filling and Sealing
- Level 1 – Private Well Location
- Level 3 – Existing Private Water Systems & County Jurisdiction/Authority
- Forms, Applications & Variance Process
- Resources & Reporting
- Code Revision Updates
- Hot Topics in Private Water
- County Roundtable

WISCONSIN DEPARTMENT OF NATURAL RESOURCES

COUNTY DELEGATION PROGRAM & WEBPAGE OVERVIEW

STACY STEINKE



COUNTY DELEGATION PROGRAM OVERVIEW



Partnership with the DNR to protect public health and safety and groundwater.

- 280.21, Wis. Stats.
 - DNR may authorize counties to adopt ordinances related to well drilling and pump installing
- NR 845, Wis. Admin. Code
 - County Administration of NR 812, Private Well Code
- 5 levels of participation available = flexibility

- DNR Private Water Program
- County Delegation Levels
- County Administration
- County Enforcement
- Delegated County Webpage

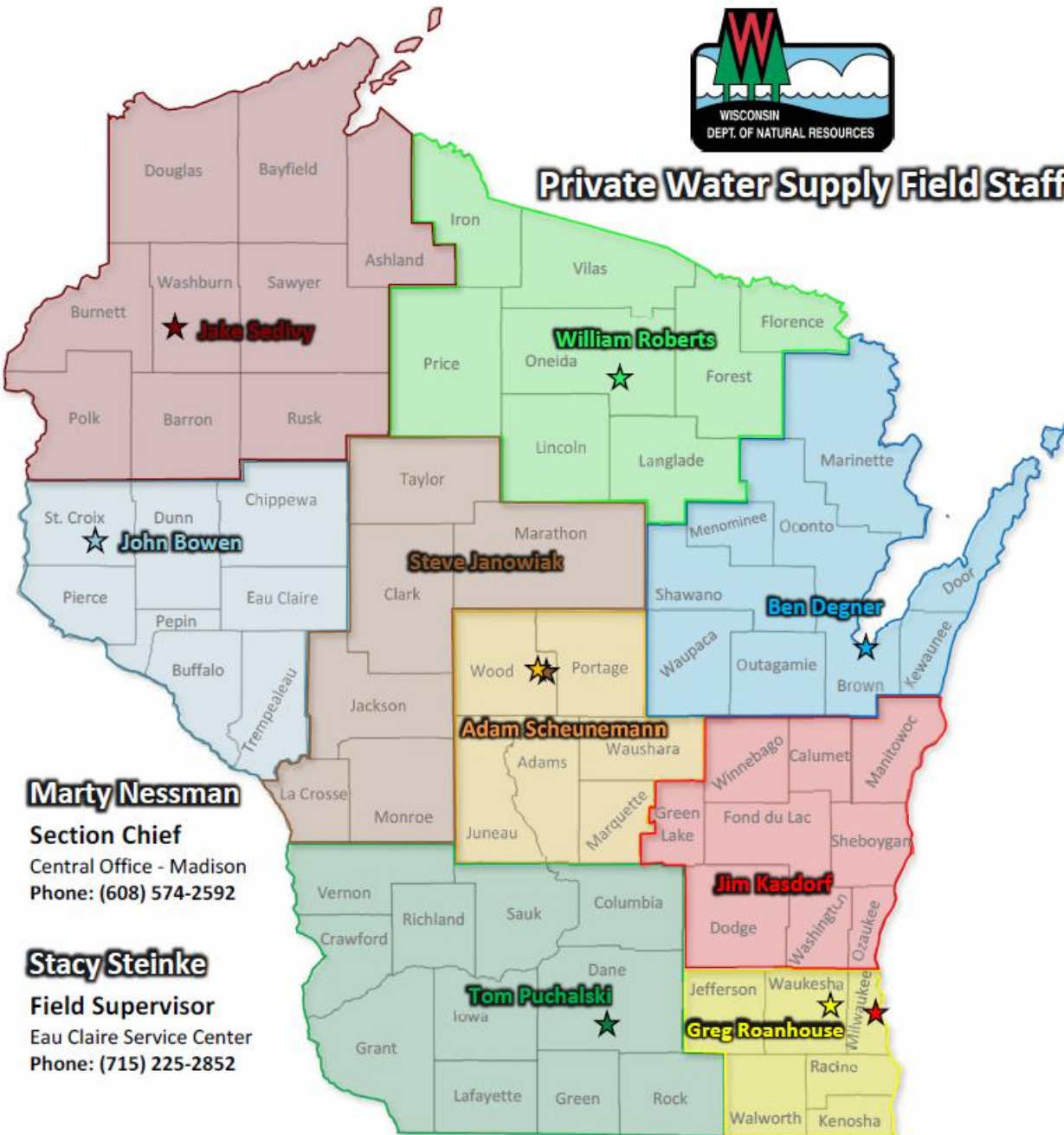


COUNTY DELEGATION PROGRAM & WEBPAGE OVERVIEW

PRIVATE WATER PROGRAM



Private Water Supply Field Staff



Marty Nessman
Section Chief
Central Office - Madison
Phone: (608) 574-2592

Stacy Steinke
Field Supervisor
Eau Claire Service Center
Phone: (715) 225-2852

STATEWIDE COORDINATION

Sara Fry (<i>Green Bay</i>) Reporting & Enforcement Coord.	920-360-2688
Bob Gundrum (<i>Plymouth</i>) Licensing Coordinator	920-946-1149
Aaron Kent (<i>Eau Claire</i>) Hydrogeologist Program Coord.	715-492-3751

FIELD STAFF

Steve Janowiak (<i>Wisconsin Rapids</i>) Well Contamination and Response	608-792-4672
Adam Scheunemann (<i>Wisconsin Rapids</i>) Field Enforcement and Inspections	715-299-0587
Greg Roanhouse (<i>Waukesha</i>) Existing Installations & Property Transfer Well Inspections	262-822-7730
Jim Kasdorf (<i>Milwaukee</i>) Approvals, Variances, & Complex Well/Drillhole Situations	715-579-9729
Jake Sedivy (<i>Spooner</i>)	715-416-3331
John Bowen (<i>Baldwin</i>)	715-797-2004
Tom Puchalski (<i>Fitchburg</i>)	608-386-8777
William Roberts (<i>Rhineland</i>)	715-360-7297
Ben Degner (<i>Green Bay</i>)	608-419-7637

- **Authority based on:**
 - Chapters 280 and 281, Wisconsin Statutes
 - Chapters NR 146 and NR 812 Wis. Admin. Code
- License water well drillers, heat exchange drillers and pump installers
- Conduct inspections of drilling and pump installing activities
- Require water sampling and analysis
- Provide guidance and information for the licensed community
- Provide recommendations to well owners for obtaining/maintaining water supply
- Serve as a resources for customers who have concerns or questions about their well or water quality



PRIVATE WATER PROGRAM OVERVIEW



COUNTY DELEGATION LEVELS

Level 1 – Private Well Location

Level 2 – Pump Installation Permits

Level 3 – Existing Private Water Systems

Level 4 – Private Well Construction

Level 5 – Well and Drillhole Filling & Sealing



COUNTY DELEGATION LEVELS

Level 1 – Private Well Location
7 COUNTIES

Level 2 – Pump Installation Permits

Level 3 – Existing Private Water Systems
2 COUNTIES

Level 4 – Private Well Construction

Level 5 – Well and Drillhole Filling & Sealing
12 COUNTIES

Ordinance adoption

- No less restrictive than ch. 280 Wis. Stats. and NR 812
- Consistent with delegation level
- Authorize inspectors to enter property, order, prohibit...

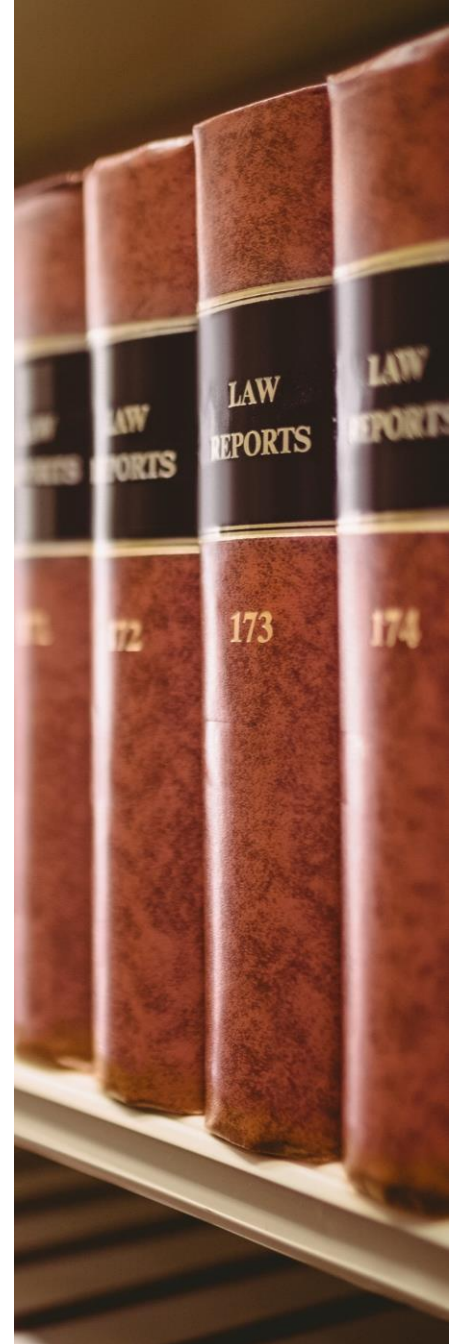
Qualifications

- Provide adequate # of trained staff to administer/enforce

Administrator

- Knowledgeable on requirements of delegation level with regards to well drilling, filling & sealing, etc.

COUNTY ADMINISTRATION



COUNTY ADMINISTRATION

Available hours at county office

- Ability for purchase of permits

Inspectors

- attend initial training
- pass exam for delegation level
- do not grant variances
- do not issue permits that result in noncompliance

Documentation

- ensure that all permits, fees, inspections and other official actions are recorded and kept on file
- department may review or request a copy of any inspection report, correspondence, or water quality data pertaining to the county's delegation level





COUNTY ENFORCEMENT

- Authority is bounded by delegation levels and county ordinance language
- Procedures consistent with chapters 59 and 280, Wis. Stats.
- Appoint administrator
- Issue abatement orders
- Refer cases to DA or corp. counsel
- DNR may enforce concurrently
- County may not revoke WD/PI license

DELEGATED COUNTY WEBPAGE



[HUNTING](#) [FISHING](#) [PARKS](#) [CLIMATE](#) [ENVIRONMENT](#) [FORESTRY](#) [LICENSES](#) [NEWS](#) [ABOUT](#) [CONTACT](#)

[Home](#) » [TOPIC](#) » [WELLS](#)

INFORMATION FOR DELEGATED COUNTIES

The well delegation program gives counties an opportunity to form a partnership with the DNR to protect public health and safety and enhance the potable groundwater resource.

This page contains information for Wisconsin counties that are, or wish to become, delegated to administer a Well Construction and Pump Installation program under [ch. NR 845, Wis. Adm. Code](#) [exit DNR]. These counties have programs that allow county ordinance administration pertaining to [ch. NR 812, Wis. Adm. Code](#) [exit DNR].

[Open all](#)

[County delegation program overview](#) +

[How to become a delegated county](#) +

Wells

[Private Well Owners](#)

[Well Drillers and Pump Installers](#)

[High Capacity Wells](#)

Additional Resources

[Well Records Search](#)

[Well Fill and Seal Records Search](#)

DELEGATED COUNTY WEBPAGE - SECTIONS

County delegation program overview	+
How to become a delegated county	+
Delegation level responsibilities	+
Useful Forms and Applications	+
Level 1 resources - well location	+
Level 2 resources - pump installation	+
Level 3 resources - existing private water systems	+
Level 4 resources - private well construction	+
Level 5 resources - well/drillhole filling & sealing	+
Overview of NR 812 Revisions - 2020	+
Training	+
Contacts	+

One location for all of your needs and easy to find sources of information

DELEGATED COUNTY WEBPAGE - OVERVIEW

County delegation program overview


[Chapter NR 845 \[exit DNR\]](#) creates the authority for counties to regulate private water systems within their boundaries. It is an opportunity for counties to protect public health and the environment as well as provide for the protection and safety of its citizens by inspecting new and existing well installations, discovering old wells that should be filled and sealed, and learning more about groundwater and soil conditions within their county.

This is a totally voluntary program. Counties can participate in or leave the program at any time. Flexibility is built into the program. There are five levels of participation available for a county to select from. A county can choose the level that most comfortably fits its ability to administer the program.

Fees can be established by the county. The money collected through permit and user fees remains in the county to be used to manage the county's well delegation programs.

- [Ch. NR 845, Wis. Adm. Code \[exit DNR\]](#)
- [Ch. NR 812, Wis. Adm. Code \[exit DNR\]](#)
- [Uniform Private Water Systems Guidance Manual \[PDF\]](#)

Uniform Private Water Systems Guidance Manual = your best source for detailed and updated information on the county delegation program



Updated information

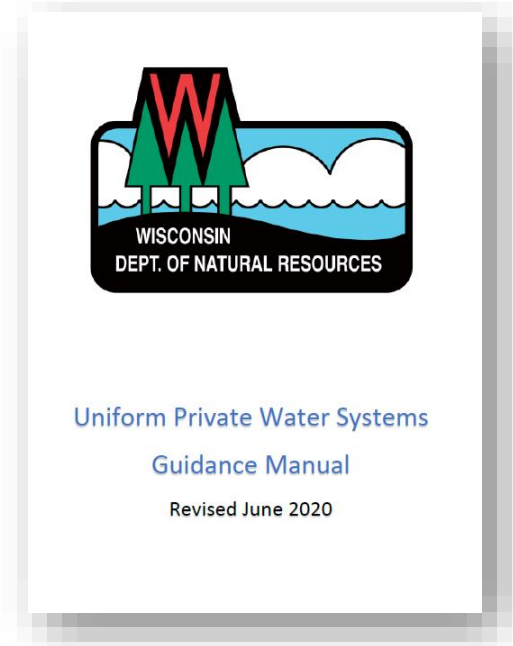
- Revised in June 2020
- In contrast, NR 845 latest substantial update in 1995
- Uses current terminology (“filling & sealing” vs “abandoned”)

Information about joining the program

- Detailed steps and actions needed

Requirements of each level

- Clarifications on requirements



Uniform Private Water Systems Guidance Manual

DELEGATED COUNTY WEBPAGE - JOINING

How to become a delegated county

In order to become a delegated county, the county will need to adopt a private water systems ordinance that meets the requirements outlined in ch. NR 845. The county will also need to submit a formal letter specifying which delegation levels the county would like to be authorized for, which staff positions will be administering the program, what the plans are for enforcement procedures and other necessary requirements.

A county must agree to administer the Level 5, Well and Drillhole Filling and Sealing Program, in order to be able to participate in any of the remaining four well delegation levels. Level 5 is required because it has the greatest potential for impacting the life, health and safety of the county's residents.

County staff in the program will have an appointed administrator, will be required to pass an examination related to the delegation level(s) for which their county is authorized and must attend periodic training sessions.

The complete list of steps counties will be required to take when applying for authority to administer a county well delegation program can be found in the [Uniform Private Water Systems Guidance Manual \[PDF\]](#).

DELEGATED COUNTY WEBPAGE - LEVELS

Delegation level responsibilities

Level 1 – Private Well Location

With this program the county issues permits for and inspects new, replacement, reconstructed or rehabilitated private wells.

Level 2 – Pump Installation

In combination with the Level 1 program responsibilities, this program requires the county to also issue permits for and inspect the installation of well pumps.

Level 3 – Existing Private Water Systems

With this program the county inspects and samples private water systems, conducts follow up inspections on all bacteriologically unsafe water tests and requires the upgrading of all noncomplying private water systems.

Level 4 – Private Well Construction

In this level, the county inspects new private wells during or immediately after construction to ensure compliance with the state [ch. NR 812 \[exit DNR\]](#) well construction requirements.

Level 5 – Well and Drillhole Filling and Sealing

With this program the county can require the filling and sealing of all unsafe, noncomplying and unused wells.

DELEGATED COUNTY WEBPAGE - FORMS

Useful Forms and Applications

DNR PDF FORMS

If you have trouble opening, saving or submitting fillable PDF forms in your web browser see [PDF help](#) (or try the Non-fillable version of the form).

If you are still having problems opening your form, please contact the Bureau of Drinking Water & Groundwater at 608-266-1054.

County Permit Forms

- [Form 3300-076 County/State Well Location Permit Application \[PDF\]](#)
- [Form 3300-079 On-Site Permit Placard \[PDF\]](#)
- [Form 3300-080 County Well Location Permit Transfer Application \[PDF\]](#)

Inspection Forms - NR 812 Compliance Report

- [Form 3300-305 \[FILLABLE PDF\]](#)
- [Form 3300-305 \[NON-FILLABLE PDF\]](#)

Contamination too close to proposed well

- Application for Landfill Variance:
 - [Form 3300-209 \[FILLABLE PDF\]](#)
 - [Form 3300-209 \[NON-FILLABLE PDF\]](#)
- Application for Variance:
 - [Form 3300-210 \[FILLABLE PDF\]](#)
 - [Form 3300-210 \[NON-FILLABLE PDF\]](#)
- GIS Site Well Approval [Form 3300-254 \[PDF\]](#) (approval needed when GIS Registry Site on same property as proposed well)

Property Transfer Well and Pressure System Inspection (Level 3 Delegate Counties Only)

- [Form 3300-221 \[FILLABLE PDF\]](#)
- [Form 3300-221 \[NON-FILLABLE PDF\]](#)

DELEGATED COUNTY WEBPAGE - LEVEL 1 RESOURCES

Level 1 resources - well location

Well driller viewer

The Well Driller Viewer provides a visual map view of certain setback, construction and approval information to assist well drillers in planning projects and meeting requirements of NR 812, Wis. Adm. Code.

- [Well Driller Viewer](#)
 - [How to Use the Well Driller Viewer \[PDF\]](#)
 - [Well Driller Viewer - mobile friendly map instructions \[PDF\]](#)

Special well casing depth area requirements

- [Special well casing depth areas \[PDF\]](#)
- [Special casing area requirements for arsenic](#)
- [Recommendations for arsenic in drinking water](#)

Separation Distance Requirements

- [NR 812 Table A \[exit DNR\]](#) – July 1, 2020 to Present (Minimum Separation Distance Requirements Between Potable or Nonpotable Wells, Reservoirs, Springs and Possible Contamination Sources)
- [NR 812 Table E \[exit DNR\]](#) – All wells constructed prior to July 1, 2020 (Historic Minimum Separation Distance Requirements Between Potable or Nonpotable Wells, Reservoirs, Springs and Possible Contamination Sources)

[Well Casing Heights Fact Sheet and Flow Chart \[PDF\]](#)

Well Cap and Seal Requirements

- [Approved Well Head Equipment \[PDF\]](#)
- [NR 812.30 Vermin-proof well caps and seals \[exit DNR\]](#)

Search for completed [Well Filling and Sealing Reports](#)

Verification process for wells formerly filled and sealed: [Verification Guidance \[PDF\]](#)

DELEGATED COUNTY WEBPAGE - LEVEL 2 RESOURCES

Level 2 resources - pump installation

Well driller viewer

The Well Driller Viewer provides a visual map view of certain setback, construction and approval information to assist well drillers in planning projects and meeting requirements of NR 812, Wis. Adm. Code.

- [Well Driller Viewer](#)
 - [How to Use the Well Driller Viewer \[PDF\]](#)
 - [Well Driller Viewer - mobile friendly map instructions \[PDF\]](#)

Separation Distance Requirements

- [NR 812 Table A \[exit DNR\]](#) – July 1, 2020 to Present (Minimum Separation Distance Requirements Between Potable or Nonpotable Wells, Reservoirs, Springs and Possible Contamination Sources)
- [NR 812 Table E \[exit DNR\]](#) – All wells constructed prior to July 1, 2020 (Historic Minimum Separation Distance Requirements Between Potable or Nonpotable Wells, Reservoirs, Springs and Possible Contamination Sources)

[NR 812 Subchapter III \[exit DNR\]](#) – Requirements for New Pump Installations and Water Treatment

[NR 812 Subchapter IV \[exit DNR\]](#) – Standards for Existing Installations

Fact Sheets and Flow Charts:

- [Well Casing Heights Fact Sheet and Flow Chart \[PDF\]](#)
- [Nonpressurized Conduit Fact Sheet and Flow Chart \[PDF\]](#)
- [Pits and Alcoves Fact Sheet and Flow Chart \[PDF\]](#)
- [Basement Wells Fact Sheet and Flow Chart \[PDF\]](#)

DELEGATED COUNTY WEBPAGE - LEVEL 3 RESOURCES

Level 3 resources - existing private water systems

[Bacteria in drinking water \[PDF\]](#)

[Manure and drinking water](#)

[Flooded wells](#)

Property transfer well inspections

- [Form 3300-221 \[FILLABLE PDF\]](#)
- [Form 3300-221 \[NON-FILLABLE PDF\]](#)

NR 812 Compliance Report:

- [Form 3300-305 \[FILLABLE PDF\]](#)
- [Form 3300-305 \[NON-FILLABLE PDF\]](#)

[Fact Sheets for Existing Installations](#)

[NR 812 Subchapter IV \[exit DNR\]](#) — Standards for Existing Installations

DELEGATED COUNTY WEBPAGE - LEVEL 4 RESOURCES

Level 4 resources - private well construction

Licensed well contractors

[NR 812 Subchapter II \[exit DNR\]](#) — New Water Well and Heat Exchange Drillhole Construction and Reconstruction and Filling and Sealing of Wells and Drillholes

Approved products and equipment

- [Approved Drilling, Filling & Sealing Products \[PDF\]](#)
- [Approved Well Head Equipment Including Pitless Adaptors/Units and Well Caps/Seals \[PDF\]](#)
- [Approved Well Disinfectant, Rehabilitation & Development Products List \[PDF\]](#)

DELEGATED COUNTY WEBPAGE - LEVEL 5 RESOURCES

Level 5 resources – well/drillhole filling & sealing

Well filling and sealing

- [Search for completed Well Filling and Sealing Reports](#)

[NR 812.26 \[exit DNR\]](#) - Well and drillhole filling and sealing

DELEGATED COUNTY WEBPAGE - RESOURCES

Overview of NR 812 Revisions - 2020

[NR 812 Revisions Training Video](#)

Training

NR 845

- [NR 845 Level 1 and Level 5 Overview Training Video](#) (for Wood and Eau Claire Counties)
 - [NR 845 Overview \[PDF\]](#)
 - [NR 845 Level 1 \[PDF\]](#)
 - [NR 845 Level 5 \[PDF\]](#)

Contacts

- [Private water supply specialists](#)
- [Delegation County Program Contacts \[PDF\]](#)
- For County Delegation Program information, please contact [Deb Lyons-Roehl](#)

CONNECT WITH US

DNR Private Water Section

<https://dnr.wisconsin.gov/topic/Wells>

DNRWELLREPORT@wisconsin.gov



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"WILD WISCONSIN:
OFF THE RECORD"