

MS4 REQUIREMENT FOR ILLICIT DISCHARGE AND CONNECTION

20.01 PURPOSE

The purpose of this ordinance is to provide for the health, safety, environment and general welfare of the citizens of Town of Neenah through the regulation of non-storm water discharges into waters of the state or the municipal separate storm sewer system (MS4) to the maximum extent practicable as required by federal and state law. This ordinance establishes methods for controlling the introduction of pollutants into waters of the state or the MS4 in order to comply with requirements of the Wisconsin Pollutant Discharge Elimination System (WPDES) permit process. The objectives of this ordinance are:

1. To regulate the contribution of pollutants into waters of the state or the MS4 by storm water discharges by any user.
2. To prohibit illicit connections and discharges into waters of the state or the MS4.
3. To establish legal authority to carry out all inspection, surveillance, monitoring, and enforcement procedures necessary to ensure compliance with this ordinance.

20.02 APPLICABILITY.

This Ordinance shall apply to all water and discharges entering waters of the state or the MS4 generated on any lands unless explicitly exempted by the Town of Neenah.

20.03 DEFINITIONS.

For the purposes of this ordinance, the following shall mean:

- a) **Authorized Enforcement Agency.** Employees or designees of the Town of Neenah designated to administer and enforce this ordinance.
- b) **Best Management Practices (BMPs).** Structural or non-structural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state.
- c) **Construction Activity.** Activities subject to Town of Neenah Construction Site Erosion Control Ordinance, Winnebago County Construction Site Erosion Control Ordinance, or WPDES construction permits per NR 216 and ch. 283, Wis. Stats.
- d) **Contaminated Storm Water.** Storm water that comes into contact with material handling equipment or activities, raw materials, intermediate products, final products, waste materials, byproducts or industrial machinery in the source areas listed in NR 216.
- e) **Department (DNR).** The Wisconsin Department of Natural Resources.
- f) **Discharge.** As defined in ch. 283, Wis. Stats., when used without qualification includes a discharge of any pollutant.

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

- g) **Discharge of Pollutant or Discharge of Pollutants.** As defined in ch. 283, Wis. Stats. Means any addition of any pollutant to the waters of this state from any point source.
- h) **Hazardous Materials.** Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety, property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.
- i) **Illicit Discharge.** Any discharge into waters of the state or a municipal separate storm sewer system that is not composed entirely of storm water. Non-storm water discharges that are not considered illicit discharges include water line flushing, landscape irrigation, diverted stream flows, uncontaminated groundwater infiltration, uncontaminated pumped groundwater, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, lawn watering individual residential car washing, flows from riparian habitats and wetlands, fire fighting, and discharges authorized under a WPDES permit unless identified by the Town of Neenah as a significant source of pollutants to waters of the state.
- j) **Illicit Connections.** An illicit connection is defined as either of the following:
- i. Any drain or conveyance, whether on the surface or subsurface that allows an illicit discharge to enter waters of the state or the MS4 including but not limited to any conveyances that allow any non-storm water discharge including sewage, process wastewater, and wash water to enter waters of the state or the MS4 and any connections to waters of the state or the MS4 from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by an authorized enforcement agency or,
 - ii. Any drain or conveyance connected from a commercial or industrial land use to waters of the state or the MS4 which has not been documented in plans, maps, or equivalent records and approved by an authorized enforcement agency.
- k) **Industrial Activity.** Activities subject to WPDES Industrial Permits per NR 216 and ch. 283, Wis. Stats.
- l) **Maximum Extent Practicable (MEP).** A level of implementing management practices in order to achieve a performance standard or other goal which takes into account the best available technology, cost effectiveness and other competing issues such as human safety and welfare, endangered and threatened resources, historic properties and geographic features.
- m) **Municipality.** Any city, town, village, county, county utility district, town sanitary district, town utility district, school district or metropolitan sewage district or any other public entity created pursuant to law and having authority to collect, treat or dispose of sewage, industrial wastes, storm water or other wastes.

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

- n) **Municipal Separate Storm Sewer System (MS4).** As defined in Wisconsin Administrative Code NR 216, means a conveyance or system of conveyances including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, constructed channels or storm drains, which meets all the following criteria:
- i. Owned or operated by a municipality
 - ii. Designed or used for collecting or conveying storm water.
 - iii. Which is not a combined sewer conveying both sanitary and storm water.
 - iv. Which is not part of a publicly owned wastewater treatment works that provides secondary or more stringent treatment.
- o) **Non-Storm Water Discharge.** Any discharge to the MS4 that is not composed entirely of storm water.
- p) **Owner.** Any person holding fee title, an easement, or other interest in property.
- q) **Outfall.** The point at which storm water is discharged to waters of the state or to a storm sewer.
- r) **Person.** An individual, owner, operator, corporation, partnership, association, municipality, interstate agency, state agency or federal agency.
- s) **Pollutant.** As defined in ch. 283, Wis. Stats., means any dredged spoil, solid waste, incinerator residue, sewage, garbage, refuse, oil, sewage sludge, munitions, chemical wastes, biological materials, radioactive substance, heat, wrecked or discarded equipment, rock, sand, cellar dirt and industrial, municipal and agricultural waste discharged into water.
- t) **Pollution.** As defined in ch. 283, Wis. Stats., meaning any man-made or man-induced alteration of the chemical, physical, biological or radiological integrity of water.
- u) **Pollution Prevention.** Taking measures to eliminate or reduce pollution.
- v) **Premises.** Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.
- w) **Storm Water.** Runoff from precipitation including rain, snow, ice melt, or similar water that moves on the land surface via sheet or channelized flow.
- x) **Storm Water Management Plan/Storm Water Pollution Prevention Plan.** A document which describes the Best Management Practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to waters of the state or the MS4 to the Maximum Extent Practicable.
- y) **Wastewater.** Any water or other liquid, other than uncontaminated storm water, discharged from a facility.

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

- z) **Watercourse.** A natural or artificial channel through which water flows. These channels include: all blue and dashed blue lines on the USGS quadrangle maps, all channels shown on the soils maps in the NRCS soils book for Winnebago County, all channels identified on the site, and new channels what are created as part of a development. The term watercourse includes waters of the state as herein defined.
- aa) **Waters of the State.** As defined in ch. 283, Wis. Stats., means those portions of Lake Michigan and Lake Superior with the boundaries of Wisconsin, all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, water courses, drainage systems and other surface water or groundwater, natural or artificial, public or private within the state or under its jurisdiction, except those waters which are entirely confined and retained completely upon the property of a person.
- i. Wisconsin Pollutant Discharge Elimination System (WPDES) Storm Water Discharge Permit. A Wisconsin pollutant discharge elimination system permit issued pursuant to Wis. Stats 283.

20.04 RESPONSIBILITY FOR ADMINISTRATION.

The Town Board hereby designates the Town Board to administer, implement, and enforce the provisions of this ordinance. Any powers granted or duties imposed upon the Town Board may be delegated in writing by the Town Board to persons or entities acting in the beneficial interest of or in the employ of the Town of Neenah.

20.05 COMPATIBILIY WITH OTHER REGULATIONS.

This ordinance is not intended to modify or repeal any other ordinance, rule, regulation, or other provision of law. The requirements of this ordinance are in addition to the requirements of any other ordinance, rule, regulation, or other provision of law, and where any provision of this ordinance imposes restrictions different from those imposed by any other ordinance, rule, regulation, or other provision of law, whichever provision is more restrictive or imposes higher protective standards for human health or the environment shall control.

20.06 SEVERABILITY.

The provisions of this ordinance are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this ordinance or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this ordinance.

20.07 ULTIMATE RESPONSIBILITY.

The standards set forth herein and promulgated pursuant to this ordinance are minimum standards; therefore this ordinance does not intend or imply that compliance by any

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

person will ensure that there will be no contamination, pollution, or unauthorized discharge of pollutants.

20.08 DISCHARGE PROHIBITIONS.

- a) Prohibition of Illicit Discharges** No person shall throw, dump, spill, drain, or otherwise discharge, cause, or allow others under its control to throw, dump, spill, drain, or otherwise discharge into waters of the state or the MS4 any pollutants or waters containing any pollutants, other than storm water.
- b) Allowed Discharges**
- i. Water line flushing, landscape irrigation, diverted stream flows, uncontaminated ground water infiltration, uncontaminated pumped ground water, discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, lawn watering, individual residential car washing, flows from riparian habitats and wetlands, and discharges authorized under a WPDES permit unless identified by the Town of Neenah as a significant source of pollutants to waters of the state.
 - ii. Discharges or flow from firefighting, and other discharges specified in writing by the Town of Neenah as being necessary to protect public health and safety.
 - iii. Discharges associated with dye testing; however this activity requires a verbal notification to the Town of Neenah and the Department of Natural Resources a minimum of one business day prior to the time of the test.
 - iv. Any non-storm water discharges permitted under a construction activity permit, industrial activity permit, or WPDES permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Town of Neenah prior to allowing discharges to waters of the state or the MS4.
- c) Prohibition of Illicit Connections.**
- i. The construction, use, maintenance or continued existence of illicit connections to waters of the state or the MS4 is prohibited.
 - ii. This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
 - iii. A person is considered to be in violation of this ordinance if the person connects a line conveying sewage to waters of the state or the MS4, or allows such a connection to continue.
 - iv. Improper connections in violation of this ordinance must be disconnected and redirected, if necessary to an approved onsite wastewater management system or the sanitary sewer system upon approval of the Town of Neenah

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

- v. Any drain or conveyance that has not been documented in plans, maps or equivalent, and which may be connected to waters of the state or the MS4, shall be located by the owner or occupant of that property upon receipt of written notice of violation from the Town of Neenah requiring that such locating be completed. Such notice will specify a reasonable time period within which the location of the drain or conveyance is to be determined, that the drain or conveyance be identified as storm sewer, sanitary sewer or other, and that the outfall location or point of connection to the storm sewer system, sanitary sewer system or other discharge point be identified. Results of these investigations are to be documented and provided to the Town of Neenah.

20.09 WATERCOURSE PROTECTION.

Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free of soil erosion, trash, debris, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse.

20.10 COMPLIANCE MONITORING.

a) Right of Entry: Inspecting and Sampling.

The Town of Neenah shall be permitted to enter and inspect properties and facilities subject to regulation under this ordinance as often as may be necessary to determine compliance with this ordinance.

- i. If a property or facility has security measures in force which require proper identification and clearance before entry into its premises, the owner or operator shall make the necessary arrangements to allow access to representatives of the Town of Neenah.
- ii. Facility owners and operators shall allow the Town of Neenah ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records.
- iii. The Town of Neenah shall have the right to set up on any property or facility such devices as are necessary in the opinion of the Town of Neenah to conduct monitoring and/or sampling of the facility's storm water discharge.
- iv. The Town of Neenah has the right to require the owner or operator to install monitoring equipment as necessary, and make the monitoring data available to the Town of Neenah. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure storm water flow and quality shall be calibrated to ensure their accuracy.
- v. Any temporary or permanent obstruction to safe and easy access to the property or facility to be inspected and/or sampled shall be promptly removed

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

by the owner or operator at the written or oral request of the Town of Neenah and shall not be replaced. The costs of clearing such access shall be borne by the owner or operator.

- vi. Unreasonable delays in allowing the Town of Neenah access to a facility is a violation of this ordinance. A person who is the operator of a facility commits an offense if the person denies the Town of Neenah reasonable access to the facility for the purpose of conducting any activity authorized or required by this ordinance.

20.11 SPECIAL INSPECTION WARRANT.

If the Town of Neenah has been refused access to any part of the premises from which storm water is discharged, and the Town of Neenah is able to demonstrate probable cause to believe that there may be a violation of this ordinance, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this ordinance or any order issued hereunder, or to protect the overall public health, safety, environment and welfare of the community, then the Town of Neenah may seek issuance of a special inspection warrant per s. 66.0119, Wis. Stats.

20.12 REQUIRMENTS TO PREVENT, CONTROL, AND REDUCE STORM WATER POLLUTANTS BY THE USE OF BEST MANAGEMENT PRACTICES.

The owner or operator of any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water shall provide, at their own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into waters of the state or the MS4 through the use of structural and non-structural BMPs. Further, any person responsible for a property or premise that is, or may be the source of an illicit discharge may be required to implement, at said person's expense, additional structural and non-structural BMPs to prevent the further discharge of pollutants to waters of the state or the MS4. Compliance with all terms and conditions of a valid permit authorizing the discharge of storm water associated with industrial activity or construction activity, to the maximum extent practicable, shall be deemed compliant with the provisions of this section.

20.13 NOTIFICATION OF SPILLS.

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illicit discharges or pollutants discharging into storm water, the MS4, or waters of the state, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release, so as to minimize the impacts of the discharge.

In the event of such a release of hazardous materials said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services, and shall also notify the Town of Neenah. In the event of a release of non-hazardous materials, said person shall notify the Town of Neenah in person or by phone or facsimile no later than the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the Town of Neenah within

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

3 business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least 5 years. Failure to provide notification of a release as provided above is a violation of this ordinance.

20.14 VIOLATIONS, ENFORCEMENT AND PENALTIES.

- a) Violations. It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this ordinance. Any person who has violated or continues to violate the provisions of this ordinance, may be subject to the enforcement actions outlined in this section or may be restrained by injunction or otherwise abated in a manner provided by law.
- b) In the event the violation constitutes an immediate danger to public health or public safety, the Town of Neenah is authorized to enter upon the subject private property, without giving prior notice, to take any and all measures necessary to abate the violation. The Town of Neenah is authorized to seek costs of the abatement as outlined in Section 16.
- c) Warning Notice. When the Town of Neenah finds that any person has violated, or continues to violate, any provision of this ordinance, or any order issued hereunder, the Town of Neenah may serve upon that person a verbal or written Warning Notice, specifying the particular violation believed to have occurred and requesting the discharger to immediately investigate the matter and to seek a resolution whereby any offending discharge will cease. Investigation and/or resolution of the matter in response to the Warning Notice in no way relieves the alleged violator of liability for any violations occurring before or after receipt of the Warning Notice. Nothing in the subsection shall limit the authority of the Town of Neenah to take action, including emergency action or any other enforcement action without first issuing a Warning Notice.
- d) Notice of Violation. Whenever the Town of Neenah finds that a person has violated a prohibition or failed to meet a requirement of this ordinance, the Town of Neenah may order compliance by written notice of violation to the responsible person.

The Notice of Violation shall contain:

- i. The name and address of the alleged violator;
- ii. The address when available or a description of the building, structure or land upon which the violation is occurring, or has occurred;
- iii. A statement specifying the nature of the violation
- iv. A description of the remedial measures necessary to restore compliance with this ordinance and a time schedule for the completion of such remedial action;
- v. A statement of the penalty or penalties that shall or may be assessed against the person to whom the notice of violation is directed.

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

- vi. A statement that the determination of violation may be appealed to the Town of Neenah by filing a written notice of appeal within 3 business days of service of notice of violation; and
- vii. A statement specifying that, should the violator fail to restore compliance within the established time schedule, representatives of the Town of Neenah may issue a notice of intent to the responsible party of its intent to perform work necessary to comply with this ordinance. The Town of Neenah may go on the land and commence the work after issuing the notice of intent. The Town of Neenah is authorized to seek costs of the abatement as outlined in Section 16.

Such notice may require without limitation:

- i. The performance of monitoring, analyses, and reporting
- ii. The elimination of illicit connections or discharges
- iii. That violating discharges, practices, or operations shall cease and desist
- iv. The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property
- v. Payment of a fine to cover administrative and remediation costs, and
- vi. (6) The implementation of BMPs.

20.15 SUSPENSION OF MS4 ACCESS.

a) Emergency Cease and Desist Orders. When the Town of Neenah finds that any person has violated, or continues to violate, any provision of this ordinance, or any other issued hereunder, or that the person's past violations are likely to recur, and that the person's violation(s) has (have) caused or contributed to an actual or threatened discharge to the MS4 or waters of the state which reasonably appears to present an imminent or substantial endangerment to the health or welfare of persons or to the environment, the Town of Neenah may issue an order to the violator directing it immediately to cease and desist all such violations and directing the violator to:

- i. Immediately comply with all ordinance requirements, and
- ii. Take such appropriate preventive action as may be needed to properly address a continuing or threatened violation, including immediately halting operations and/or terminating the discharge.

Any person notified of an emergency order directed to it under this Subsection shall immediately comply and stop or eliminate its endangering discharge. In the event of a discharger's failure to immediately comply voluntarily with the emergency order, the Town of Neenah may take such steps as deemed necessary to prevent or minimize harm to the MS4 or waters of the state, and/or endangerment to persons or to the environment, including immediate termination of a facility's water supply, sewer connection, or other municipal utility services. The Town of Neenah may allow the person to recommence its discharge when it has demonstrated to the satisfaction of the Town of Neenah that the period of endangerment has passed, unless further termination proceedings are initiated against the discharger under this ordinance. A person that is responsible, in whole or in part, for any discharge presenting imminent endangerment shall submit a detailed written statement, describing the causes of the harmful

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

discharge and the measures taken to prevent any future occurrence, to the Town of Neenah within 30 days of receipt of the prerequisite for, taking any other action against the violator.

20.16 SUSPENSION DUE TO ILLICIT DISCHARGES IN EMERGENCY SITUATIONS.

The Town of Neenah may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the state. If the violator fails to comply with a suspension order issued in an emergency, the Town of Neenah may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the state, or to minimize danger to persons.

20.17 SUSPENSION DUE TO THE DETECTION OF ILLICIT DISCHARGE.

Any person discharging to the MS4 in violation of this ordinance may have their MS4 access terminated if such termination would abate or reduce an illicit discharge. The Town of Neenah will notify a violator of the proposed termination of its MS4 access.

A person commits an offense if the person reinstates MS4 access to premises terminated pursuant to this Section, without the prior approval of the Town of Neenah.

20.18 PROSECUTION AND PENALTIES.

Any person violating any provision of this ordinance shall be subject to a forfeiture of not less than \$25 or more than \$500 and the costs of prosecution for each violation. Each day a violation exists shall constitute a separate offense.

Compliance with the provisions of this ordinance may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunction proceedings.

20.19 APPEALS.

- a) **Board of Appeals.** The Board of Appeals created pursuant to the Town of Neenah ordinance and pursuant to 60.65, Wis. Stats.:
- i. Shall hear and decide appeals where it is alleged that there is error in any order, decision or determination made by the Town of Neenah in administering this ordinance except for cease and desist orders obtained under Section 13.4.1.
 - ii. Upon appeal, may authorize variances from the provisions of this ordinance which are not contrary to the public interest and where owing to special conditions a literal enforcement of the provisions of the ordinance will result in unnecessary hardship; and
 - iii. Shall use rules, procedures, duties and powers authorized by statute in hearing and deciding appeals and authorizing variances.

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

- b) Who May Appeal.** Appeals to the Board of Appeals may be taken by an aggrieved person or by any office, department, board, or bureau of the Town of Neenah affected by any decision of the Town Board.

20.20 ENFORCEMENT MEASURES AFTER APPEAL.

If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal, the appropriate authority upheld the decision of the Town of Neenah, then representatives of the Town of Neenah may issue a notice of intent to the responsible party of its intent to perform work necessary to comply with this ordinance. The Town of Neenah may go on the land and commence the work after issuing the notice of intent. The Town of Neenah is authorized to seek costs of abatement as outlined herein. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

20.21 COST OF ABATEMENT OF THE VIOLATION.

The costs of the work performed by the Town of Neenah pursuant to this ordinance, plus interest and an administrative fee at a rate authorized by the Town Board shall be billed to the responsible party. In the event a responsible party fails to pay the amount due, the clerk shall enter the amount due on the tax rolls and collect as a special assessment against the property pursuant to subch. VII of ch. 66, Wis. Stats.

20.22 VIOLATIONS DEEMED A PUBLIC NUISANCE.

Any condition in violation of any of the provisions of this ordinance and declared and deemed a nuisance, may be summarily abated or restored at the violator's expense.

20.23 REMEDIES NOT EXCLUSIVE.

The remedies listed in this ordinance are not exclusive of any other remedies available under any applicable federal, state or local law and it is within the discretion of the Town of Neenah to seek cumulative remedies.

The Town of Neenah may recover all attorneys' fees, court costs, and other expenses associated with enforcement of this ordinance, including sampling and monitoring expenses.

MUNICIPAL CODE OF THE TOWN OF NEENAH, WINNEBAGO COUNTY, WI
CHAPTER 20

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