



CITY OF BATTLE CREEK  
DEPARTMENT OF PUBLIC WORKS • WASTEWATER DIVISION

Mr. Rex Lane  
Senior Environmental Quality Analyst  
Air Quality Division  
Department of Environmental Quality

May 18, 2015

SRN: B6307, Calhoun County

Dear Mr. Lane

This letter is in response to the Violation Notice received on March 20, 2015. The violation notice was in regard to failure of the City of Battle Creek to send the semi-annual excursion report in the required time frame. You brought this to my attention at the compliance inspection of March 5, 2015.

I am embarrassed to tell you that I had your violation notice on my desk and it had inadvertently gotten placed in my on-desk file. I will not offer any further excuses; I bear all of the responsibility for this failure again. I would like to state, regardless of my actions, that I do take this very seriously and will make every effort to correct my actions in the future. After the last notice I have inserted the submittal of this report in my Environmental Reporting Guide that I use to remind me of the required report submittals. This guide has served me well for all of my required submittals with exception to this particular report.

Again, I am embarrassed that I again missed the deadline for this report and I will make every effort to correct this failure in the future. I am also employing the assistance of my Administrative Assistant, and my Operations Supervisor to help remind me that this report is due.

Sincerely,

Richard Beardslee  
WWTP Superintendent

