

**WELLHEAD PROTECTION COMMITTEE
PAYNESVILLE CITY HALL
FEBRUARY 11, 2016
4:00 P. M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
 - A. Minutes (page 1)
- III. NEW BUSINESS
 - A. Election of Officers (page 4)
 - B. Meeting Schedule (page 5)
 - C. 2016 Paynesville Water Festival (page 6)
- IV. OLD BUSINESS
 - A. MPCA - Former Midtown Service Station - Benzene Contamination - Update
- V. INFORMATIONAL
- VI. ADJOURN

Please contact Ron Mergen at ron@paynesvillemn.com or 320-243-3714 ext. 230 if you are unable to attend.

Members: NFCRWSD Representative, Mary Kiebel, Neil Herzberg, Jay Thompson, Jeff Sawatzky, Karen Langmo, Koronis Lake Association; John Jr. Vanderbeek, and Bob Brauchler. **Advisory Members:** Dave Neiman, Chessa Frahm, SWCD Representative; Chuck DeWolf, Karen Voz, Ron Mergen, and Renee Eckerly.

The agenda has been prepared to provide information regarding an upcoming meeting of the Wellhead Protection Committee. This document does not claim to be complete and is subject to change.

BARRIER FREE: All Wellhead Protection Committee meetings are accessible to the handicapped. Attempts will be made to accommodate any other individual need for special services. Please contact City Hall at (320) 243-3714 early so that the necessary arrangements can be made.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Wellhead Protection Committee

Committee/Council Meeting Date: February 11, 2016

Agenda Section: Consent

Originating Department: Administration

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the attached minutes from the February 25, 2015 Wellhead Protection Committee meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to approve the minutes from the February 25, 2015 Wellhead Protection Committee meeting.

**MINUTES
WELLHEAD PROTECTION COMMITTEE**

FEBRUARY 25, 2015

Vice Chairperson, Bob Brauchler called the meeting to order at 4:00 p.m. Members present were Mary Kiebel, Neil Herzberg, and Jeff Sawatsky. Advisory members present were Dave Neiman, MN Rural Water; Chris Lundeen; Chuck DeWolf, City Engineer; Karen Voz, MN Department of Health; and Ron Mergen, Public Works Director.

Motion made by Herzberg to approve the minutes from the March 26, 2014 Wellhead Protection Committee meeting. Seconded by Kiebel and unanimously carried.

ELECTION OF OFFICERS

**Motion made by Sawatsky to elect the following officers:
Chairperson - Herzberg
Vice Chair - Brauchler
Secretary - Kiebel
Seconded by Brauchler and unanimously carried.**

MEETINGS

Meetings will continue to be held on an as needed basis.

PAYNESVILLE WELLHEAD 2015 WATER FESTIVAL

The Water Festival will be held on Friday May 8, 2015. The Task List was reviewed and verified. The schedule will start at 8:30 a.m. with a tour of the Paynesville Water Treatment Plant and then proceed to the Water Festival at 9:10 am. It was noted all the presenters have been contacted and are scheduled. Mergen will contact vendors for donations for the festival. The budget was also reviewed.

Motion was made by Herzberg to approve the Water Festival budget and recommend such to the City Council. Seconded by Brauchler and unanimously carried.

RAIN BARREL SALES

Mergen presented the information on the rain barrel sales. The Watershed District is also running the same ads. The CROW will be here to distribute the barrels, they are 55 gallon barrels selling for \$55.00.

MPCA FORMER MIDTOWN GAS UPDATE

It was reported that contamination was found in Monitoring Well 20 and the City is working with Senator Fischbach on a funding bill.

2015 GRANT UPDATE

Members were informed of the grant which the City received. The grant supports the following:

- Water Festival activities including the science museum
- Well sealing
- Wellhead newsletter
- Educational information to owners of underground storage tanks

There being no further business the meeting was adjourned 5:10 p.m.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Wellhead Protection Committee

Committee/Council Meeting Date: February 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: III - A

ITEM DESCRIPTION: Election of Officers

Prepared by: Staff

COMMENTS:

Nominations for Chairperson.

Nominations for Vice-Chair.

Nominations for Secretary.

ADMINISTRATOR COMMENTS:

The 2015 officers were:
Chair – Donovan Mayer
Vice Chair – Bob Brauchler
Secretary – Mary Kiebel

COMMITTEE/COUNCIL ACTION:

A motion to elect _____ as Chair.

A motion to elect _____ as Vice-Chair.

A motion to elect _____ as Secretary.

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REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Wellhead Protection Committee

Committee/Council Meeting Date: February 11, 2016

Agenda Section: New Business

Originating Department: Administration

Item Number: III - B

ITEM DESCRIPTION: Meeting Schedule

Prepared by: Staff

COMMENTS:

Annually each Committee sets their meeting schedule. Currently the Wellhead Protection Committee meets on an as needed basis.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

Motion to set the Wellhead Protection Committee meetings on _____.

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01/29/16

**14TH ANNUAL PAYNESVILLE AREA WATER FESTIVAL
May 13th, 2016**

WHERE: Koronis Ministries
WHO: Paynesville 5th Graders

Tour: Tour Wastewater Treatment Facility and Ponds prior to going to Koronis Ministries.

TOPICS:

- SESSION A.** *Fabulous Fish & Lake Management*
Fisheries/Lake Management Lake Predator and Prey
Instructor: Dave Coahran, MN DNR
- SESSION B.** *Water Cycle*
Incredible Journey
Instructors: National Honor Society
- SESSION C.** *Is Your Dihydrogen Monoxide Safe*
Water Chemistry Activities
Instructor: Jay Thompson & Students
- SESSION D.** *Groovy Groundwater & Pollution /Flush It Down*
Groundwater Model – Enviroscape
Instructors: NFCRSWD
- SESSION E.** *Vegetation, Erosion Control, Composting & Planting*
Erosion Control Activity-It All Runs Downhill
Instructors: Koronis Lake Association
- SESSION F.** *Incredible Invertebrates*
Macro Invertebrate Identification
Instructor:
- SESSION G.** *Shore Land & Wetland Adventures*
Wetland Plant Identification
Instructors: Stearns County SWCD

01/29/16

2016 PAYNESVILLE AREA WATER FESTIVAL

Kid Group	9:10	9:20	9:55	10:00	10:35	11:10	11:45	12:25	1:00	1:35	2:10	2:20
Red	Welcome	A	Break	B	C	D	Lunch	E	F	G	Close	Load Buses
Green	Welcome	B	Break	C	D	E	Lunch	F	G	A	Close	Load Buses
Blue	Welcome	C	Break	D	E	F	Lunch	G	A	B	Close	Load Buses
Orange	Welcome	D	Break	E	F	G	Lunch	A	B	C	Close	Load Buses
Yellow	Welcome	E	Break	F	G	A	Lunch	B	C	D	Close	Load Buses
Purple	Welcome	F	Break	G	A	B	Lunch	C	D	E	Close	Load Buses

Topics:

- SESSION A. Fabulous Fish & Lake Management
- SESSION B. Water Cycle
- SESSION C. Is Your Dihydrogen Monoxide Safe
- SESSION D. Groovy Groundwater & Pollution/Flush It Down
- SESSION E. Vegetation, Erosion Control, Composting & Planting
- SESSION F. Incredible Invertebrates
- SESSION G. Shore Land & Wetland Adventures

SCHEDULE

8:30 – 9:00	Tour
9:00 – 9:10	Buses Arrive
9:10 – 9:20	Welcome
9:20 – 9:55	Session A
9:55 – 10:00	Break
10:00 – 10:35	Session B
10:35 – 11:10	Session C
11:10 – 11:45	Session D
11:45 – 12:25	Lunch
12:25 – 1:00	Session E
1:00 – 1:35	Session F
1:35 – 2:10	Session G
2:10 – 2:20	Closing Remarks
2:20 – 2:30	Load Buses

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1/29/2016

**2016 Paynesville Area Water Festival
Task List**

	TASK	RESPONSIBLE PARTY	CONFIRMED
1.	Confirm dates with school & teachers		
2.	Schedule Speakers		
3.	Confirm site location and reserve alternative site due to bad weather		
4.	Arrange busses		
5.	Green Bags		
6.	T-shirts – Contest at School		
7.	Information Packets – delivered to the school day before the event		
8.	Prepare a map with directions to Assembly Grounds		
9.	Contact Paynesville Press		
10.	Video Tape Event		
11.	Lunches for volunteers and speakers - pizzas, coffee, and rolls		
12.	Signs – Water Festival & Station Titles – Map		
13.	Adequate tables & chairs for students/speakers		
14.	Bring Supplies: markers, tape, stapler, paper, first aid kit, extension cords, etc.		
15.	Names tags for speakers/volunteers and staff		
16.	Find Volunteers (12) 2 – Co-op, 3 – teachers, 6 – adult parents & Committee members		
17.	Weather Watcher		
18.	Noon Activities: Fish Casting		
19.	Order Trees		
20.	Digital Camera – City camera		
21.	Jug of Ice Water – if hot, if needed		
22.	Horn or noise maker to sound when groups are to switch stations		
23.	Event schedules for teachers, committee members, & volunteers (copies delivered to the school the day before the event) – Map		
24.	Thank You's to financial supporter		
25.	Thank You's to Support Partners		