

**WELLHEAD PROTECTION COMMITTEE
PAYNESVILLE CITY HALL
FEBRUARY 3, 2010
4:00 P. M.**

AGENDA

- I. CALL TO ORDER

- II. CONSENT AGENDA
 - A. Minutes (page 1)

- III. NEW BUSINESS
 - A. Election of Officers (page 3)
 - B. Meeting Schedule (page 4)
 - C. 2010 Paynesville Water Festival (page 5)
 - D. CMWEA (page 8)
 - E. Septic Tank Inspection Report

- IV. OLD BUSINESS
 - A. Benzene Contamination Report

- 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: Al Kuseske/Jennifer Olson, Dottie Kimbler, Mary Kiebel, Jeff Bertram, Jay Thompson, John Jr. Vanderbeek, and Bob Brauchler.
Advisory Members: Jennifer Kaminskie, Dave Neiman, Wayne Cymbaluk, Chuck DeWolf, Mike Howe, 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 3, 2010

Agenda Section: Consent

Originating Department: Administration

Item Number: II - A

ITEM DESCRIPTION: Minutes

Prepared by: Staff

COMMENTS:

Please review the attached minutes from the April 29, 2009 Protection Committee meeting.

ADMINISTRATOR COMMENTS:

COMMITTEE/COUNCIL ACTION:

A motion to approve the minutes from the April 29, 2009 Wellhead Protection Committee meeting.

**MINUTES
WELLHEAD PROTECTION COMMITTEE**

APRIL 29, 2009

Chairperson, Allan Kuseske called the meeting to order at 4:00 p.m. Members present were Ron Mergen, Dottie Kimbler, Bob Brauchler, Mary Ellen Kiebel, Jay Thompson, and Carrie Raber, SWCD. Also present was Chuck DeWolf, Bolton & Menk; and Ron Mergen, Public Works Director; Kay Cook Implementation Coordinator; Luke Puppe, and Bruce Puppe. Absent were Renee Eckerly, Jen Olson, Mike Howe, Dave Neiman, and Jeff Bertram.

Motion was made by Brauchler to approve the agenda. Seconded by Kiebel and unanimously carried.

MINUTES

Motion was made by Raber to approve the minutes of February 10, 2009, Wellhead Protection Committee. Seconded by Brauchler and unanimously carried.

EAGLE SCOUT PROJECT

Luke Puppe is working to obtain his Eagle Scout Badge. His proposal is to place signs designated around the Wellhead Protection Area. This is a protected area and spills or other hazardous accidents are to be reported by calling 911. The cost of the 12 signs is \$660.65. The State and County need to be contacted regarding the rules and regulations covering the installation of signs.

Motion was made by Kimbler to approve the project and recommend such to the City Council. Seconded by Thompson and unanimously carried.

WATER FESTIVAL

Everything is in order for the Festival. Brauchler will document the festival with his new digital camera.

EXPO

Raber presented the Wellhead at the Expo. It was reported that it went well and that attendance for the Expo was more than expected.

Motion was made by Thompson to adjourn the meeting. Seconded by Kimbler and unanimously carried.

There being no further business the meeting was adjourned at 5:00 p.m.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Wellhead Protection Committee

Committee/Council Meeting Date: February 3, 2010

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:

COMMITTEE/COUNCIL ACTION:

A motion to elect _____ as Chair.

A motion to elect _____ as Vice-Chair.

A motion to elect _____ as Secretary.

REQUEST FOR COMMITTEE/COUNCIL ACTION

COMMITTEE/COUNCIL NAME: Wellhead Protection Committee

Committee/Council Meeting Date: February 3, 2010

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 _____.

u

1/25/2010

**2010 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.			
6.	T-shirts - cost was discussed \$25.00/color plus \$5.00 for each shirt not to exceed \$7.00/shirt		
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		
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.	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.	Evaluation Sheets		
24.	Event schedules for teachers, committee members, & volunteers (copies delivered to the school the day before the event)		

01/26/10

2010
PAYNESVILLE AREA WATER FESTIVAL

WHEN: Friday, May ??, 2010

WHERE: Paynesville Lake Koronis Assembly Grounds

WHO: Paynesville 5th Graders

Tour: Tour Wastewater Treatment Facility and Ponds prior to going to the Assembly Grounds.

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: Students

SESSION C. *Is Your Dihydrogen Monoxide Safe*

Water Chemistry Activities

Instructor: Jay Thompson & students

SESSION D. *Incredible Invertebrates*

Macro Invertebrate Identification

Instructor: Tracey Pipenburg

SESSION E. *Vegetation, Erosion Control, Composting & Planting*

Erosion Control Activity-It All Runs Downhill

Instructors: ???

SESSION F. *Groovy Groundwater & Pollution / Flush It Down*

Groundwater Model – Enviroscope & Septic Systems

Instructors: Jennifer Kaminskie, Stearns Co. Environmental Services
Jen Olson, NFCRSWD

SESSION G. *Shore Land & Wetland Adventures*

Wetland Plant Identification

Instructors: Don Schuck

**2010
PAYNESVILLE AREA WATER FESTIVAL**

Kid Group	9:00	9:10	9:45	9:55	10:30	11:05	11:40	12:20	12:55	1:30	2:05	2:15
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. Incredible Invertebrates
- SESSION E. Vegetation, Erosion Control, Composting & Planting
- SESSION F. Groovy Groundwater & Pollution/Flush It Down
- SESSION G. Shore Land & Wetland Adventures

SCHEDULE

8:30 – 8:50	Tour
8:50 – 9:00	Buses Arrive
9:00 – 9:10	Welcome
9:10 – 9:45	Session A
9:45 – 9:55	Break
9:55 – 10:30	Session B
10:30 – 11:05	Session C
11:05 – 11:40	Session D
11:40 – 12:20	Lunch
12:20 – 12:55	Session E
12:55 – 1:30	Session F
1:30 – 2:05	Session G
2:05 – 2:15	Closing Remarks
2:15 – 2:25	Load Buses

CENTRAL MINNESOTA
WATER EDUCATION
ALLIANCE (CMWEA)



Clean Water. It starts with you.

2009 ANNUAL REPORT

Central Minnesota Water Education Alliance 2009 Annual Report

Central Minnesota Water Education Alliance (CMWEA) is a coalition of central Minnesota cities, counties and other organizations that provide educational outreach to promote water quality stewardship. The mission of CMWEA is to develop and implement educational programs that encourage individuals in Central Minnesota to protect water resources by increasing their knowledge and making simple behavior changes. By working in concert, the members of CMWEA are able to provide a consistent water quality educational message in a cost-effective manner.

In 2009, CMWEA members included St. Cloud, Stearns County, Sartell, Sauk Rapids, Waite Park, St. Joseph, St. Joseph Township, Le Sauk Township, Cold Spring, Melrose, Rockville, Paynesville, Richmond, Koronis Lake Association, and Sauk River Chain of Lakes Association. Additionally, CMWEA is thankful for the advisory role played by Stearns County Soil and Water Conservation District, St. Cloud State University, and Sauk River Watershed District.

CMWEA Funding and Service Hours

Funding for the 2009 campaign was provided by membership dues. Dues are based on a flat fee plus population calculation. The Stearns County population is adjusted to exclude other members such as Municipal Separate Storm Sewer Systems (MS4s) and Wellhead Protection (WHP) communities. In addition to dues, members are expected to participate in planning and implementing the education campaign. 2009 member dues and service hours are displayed below.

2009 CMWEA Member Contributions		
Member	Membership Dues	Service Hours
St. Cloud	\$11,715	185
Stearns County	\$6,391	100
Sartell	\$2,888	15
Sauk Rapids	\$2,758	96
Waite Park	\$1,772	15
St. Joseph	\$1,570	15
St. Joseph Township	\$536	12
Le Sauk Township	\$466	12
Cold Spring	\$251	10
Melrose	\$234	10
Rockville	\$208	10
Paynesville	\$194	10
Richmond	\$154	10
Koronis Lake Association	\$100	10
Chain of Lakes Association	\$100	10
Stearns Soil and Water Conservation District	Advisor	256
Sauk River Watershed District	Advisor	15
St. Cloud State University	Advisor	10
Grand Total	\$29,338	801

Private Support

Central Minnesota Water Education Alliance would not be as effective without help from the following private sponsors: Thelen Advertising, St. Cloud Times, Charter Communications, Regent Broadcasting, Gander Mountain, Albany Stearns-Morrison Enterprise, Newsleaders, Cold Spring Record, Sauk Rapids Herald, and KVSC-FM.

Permit Requirements fulfilled

2009 CMWEA activities helped its members meet several education and outreach requirements in Wellhead Protection Plans and the National Pollution Discharge Elimination System (NPDES) MS4 Stormwater Permit. Items 1 and 2 below are intended to be used for MS4 reporting to Minnesota Pollution Control Agency, while Table 2 on the following page summarizes CMWEA activity since 2007.

1) The following activities that help meet education and outreach requirements of NPDES General Permit MN040000 Part V.G. 1.a include:

Table 1. Summary of MS4 permit education requirements met in 2009.

Media type	Number of media	Number of times published	Circulation/Audience
Websites:*	37,021 unique hits	One website	
Radio ads:	4 different radio ads	338 spots	About 50,000 listeners
Television ads:	3 different ads	Daily	About 18,000 households
Newspaper:	4 different ads	Placed 42 times	About 56,000
Rain Barrel Sale	1 brochure/barrel	159 barrels sold	115 households
Contest:	1 tv ad contest	31 entries	About 80 students
Display	1 booth	3 days	About 5,000
CMWEA Website: http://www.mnwaterconnection.com/			

2) The requirements under NPDES General Permit MN040000 Part V.G. 1.d, requiring coordination of local education programs, are also fulfilled via CMWEA as follows:

Partners included in the Central Minnesota Water Education Alliance are Stearns County, St. Cloud, Sartell, Sauk Rapids, Waite Park, St. Joseph, St. Joseph Township, Le Sauk Township, Cold Spring, Melrose, Rockville, Paynesville, Richmond, Korionis Lake Association, Sauk River Chain of Lakes, Stearns County Soil and Water Conservation District, Sauk River Watershed District, Minnesota Rural Water Association, St. Cloud State University, and Upper Mississippi River Source Water Protection Project. Members of the alliance pay dues and contribute time planning and implementing the education program, while advisors contribute time. Monthly meetings are conducted to share workload and determine education needs of members. The goal of the alliance is to provide simple things the public can do to improve water quality.

Campaign Summary

Table 2. Summary of CMWEA membership benefits.

Campaign Feature	Member Benefit		
	2007	2008	2009
Marketing Plan and Campaign Development	<ul style="list-style-type: none"> Professional strategy Campaign identity Media placement \$17,070 in-kind media sponsorship 	<ul style="list-style-type: none"> Professional strategy Campaign identity Media placement \$24,761 in-kind sponsorship 	<ul style="list-style-type: none"> Professional strategy Campaign identity Media placement \$23,932 in-kind sponsorship
Make the Water Connection TV Ad contest	<ul style="list-style-type: none"> Over 60 engaged students Press releases Newspaper coverage Gander Mountain sponsorship Charter Media \$5,000 in-kind 	<ul style="list-style-type: none"> Over 100 engaged students Press releases Newspaper coverage Gander Mountain \$1,500 in-kind Charter Media \$6,000 in-kind 	<ul style="list-style-type: none"> Over 70 engaged students Press releases Newspaper & radio coverage Gander Mountain \$1,500 in-kind Charter Media \$6,000 in-kind
Billboard	<ul style="list-style-type: none"> 15,360 drivers per day \$4,000 in-kind value 	<ul style="list-style-type: none"> 4 billboards 51,900 drivers per day \$7295 in-kind value 	<ul style="list-style-type: none"> Billboards discontinued in 2009 due to budget constraints
Newspaper	<ul style="list-style-type: none"> 56,000 circulation \$8,650 in-kind 42 ¼-page ads Free Summer Fun ad 	<ul style="list-style-type: none"> 56,000 circulation \$8,650 in-kind 42 ¼-page ads 	<ul style="list-style-type: none"> 56,000 circulation \$9,000 in-kind 42 ¼-page ads Free on-line ads
Radio	<ul style="list-style-type: none"> 30,000 listeners 257 ads \$1,730 in-kind 	<ul style="list-style-type: none"> 30,000 listeners 318 ads \$1,730 in-kind 	<ul style="list-style-type: none"> 50,000 listeners 338 ads \$1,500 in-kind
Mnwaterconnection.com Website	<ul style="list-style-type: none"> Measurement tool 5692 unique hits Links to members 	<ul style="list-style-type: none"> Measurement tool 14,172 unique hits Links to member sites 	<ul style="list-style-type: none"> Measurement tool 21,262 unique hits Jan-July Links to member sites
CMBA Home Show	<ul style="list-style-type: none"> CMWEA not represented 	<ul style="list-style-type: none"> 5,000+ attendees 	<ul style="list-style-type: none"> 5,000+ attendees
Rain Barrel Sale	<ul style="list-style-type: none"> No program 	<ul style="list-style-type: none"> No program 	<ul style="list-style-type: none"> 159 barrels 88 diverters 115 brochures
Newspaper Articles	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> None 	<ul style="list-style-type: none"> 10 articles written

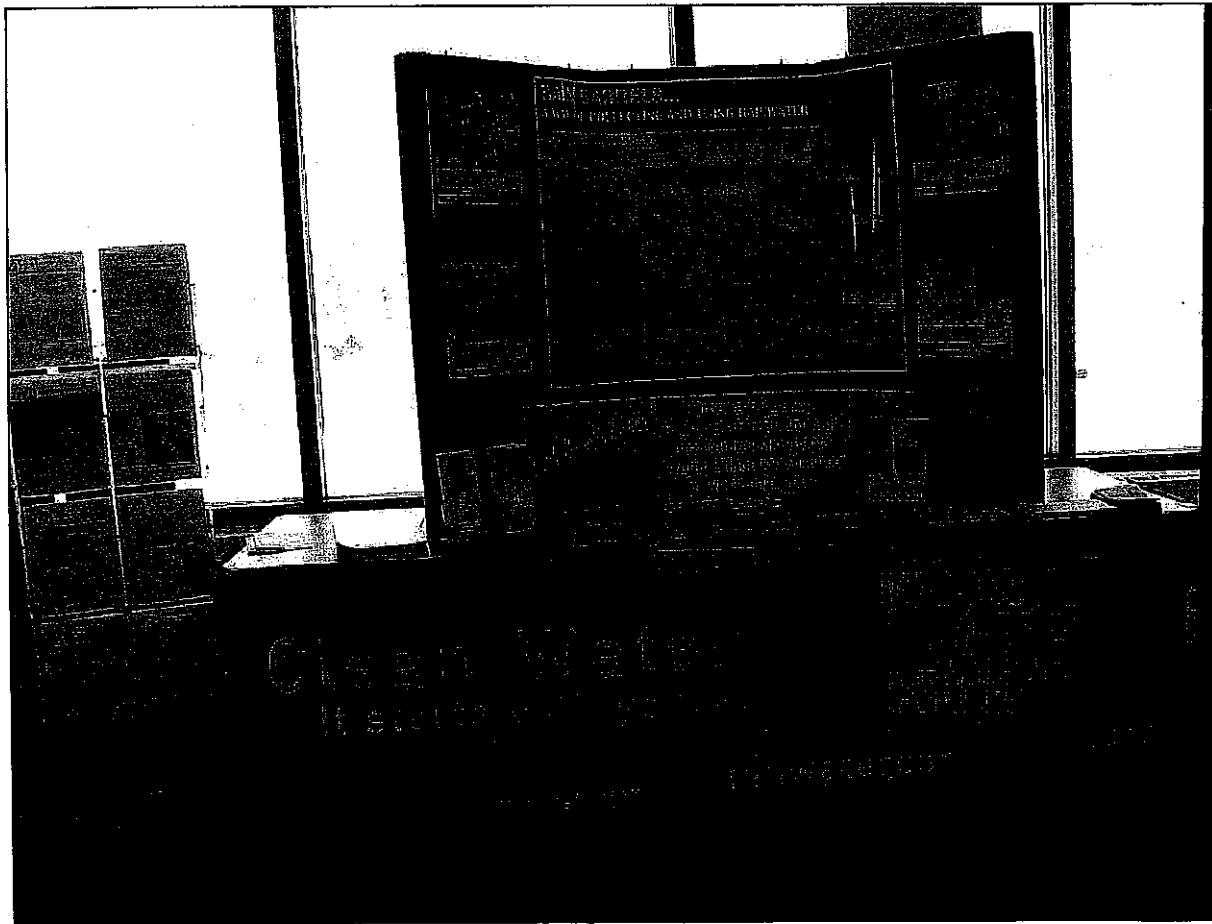
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Campaign Products

The 2009 CMWEA public education campaign resulted in several high-quality products and activities including Central Minnesota Builders Association (CMBA) Home Show, a rain barrel sale, a video contest, website updates, CMWEA Blog, four print advertisements, four radio advertisements, 31 television advertisements, and 10 newspaper articles. Samples of the 2009 campaign can be viewed on pages 4 – 8.

CMBA Home Show:

CMWEA hosted an informational booth at the 37th annual Central Minnesota Builders Association Home Show, March 13th – 15th. The event is the largest Home Show in the Central Minnesota area, with a paid attendance of over 5,000. A variety of handouts were available on backyard conservation, rain gardens, native plants, composting, and many other water friendly practices for homeowners.

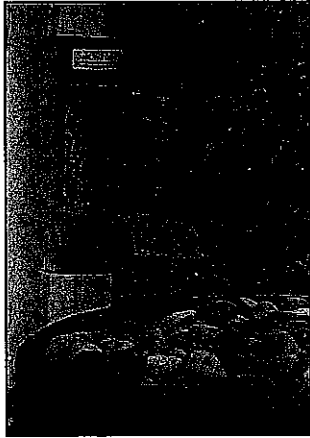


Rain Barrel Sale:

CMWEA conducted its first rain barrel sale in 2009. Participation exceeded expectations with 159 barrels distributed.

Why Rain Barrels?


- They provide an alternative to tap water for watering lawns and flower gardens.
- They help reduce peak volume and velocity of stormwater runoff reaching lakes and rivers.
- They help reduce peak water demands during the summer months.
- Rainwater can actually help improve the health of your flower gardens, lawn and trees. Rainwater is naturally "soft" and devoid of minerals, chlorine, and other chemicals found in city water.



Diverting Water into your Barrel

Because the barrel is round and the diameter of the barrel is wider at the midsection of the barrel than at the lid the water cannot flow directly from the downspout into the barrel without some sort of "diverter". There are many options available.

- Use with the *Save The Rain Diverter™* to channel roof runoff directly into your barrel. It can be used with a barrel to store large quantities of water or alone for watering cans and gardens.
- Visit your local hardware store for downspout adapters to direct roof runoff into the barrel.
- Use an ornamental rain chain to direct the flow of roof runoff to your barrel and add a decorative touch to your landscaping.



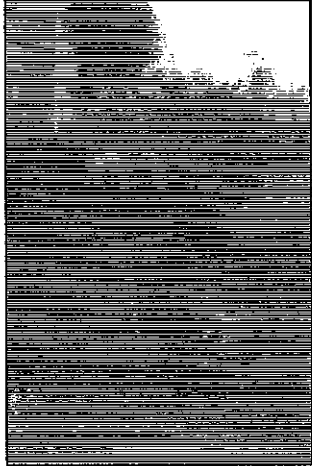
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with support from:

Stearns County, the cities of Cold Spring, Melrose, Paynesville, Richmond, Rockville, St. Cloud, St. Joseph, Sartell, Sauk Rapids and Wake Park; St. Joseph and Le Sueur townships; Sauk River Chain of Lakes and Koronis Lake Associations; the Upper Mississippi River Source Water Protection Project, Sauk River Watershed District, Stearns County Soil & Water Conservation District and the Minnesota Rural Water Association.

www.mnwaterconnection.com
info@mnwaterconnection.com

Central Minnesota Water Education Alliance

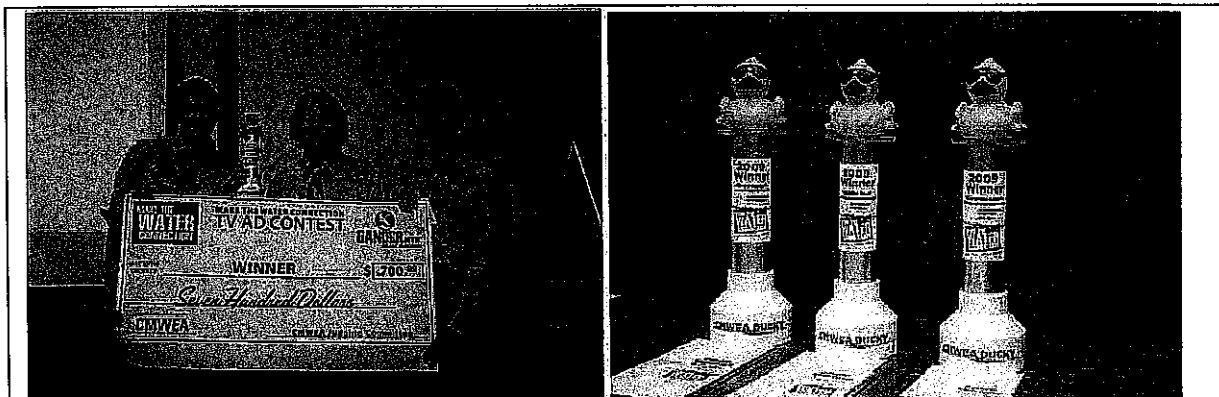
Rain Barrel Sale



A Way of
Collecting and
Using
Rainwater

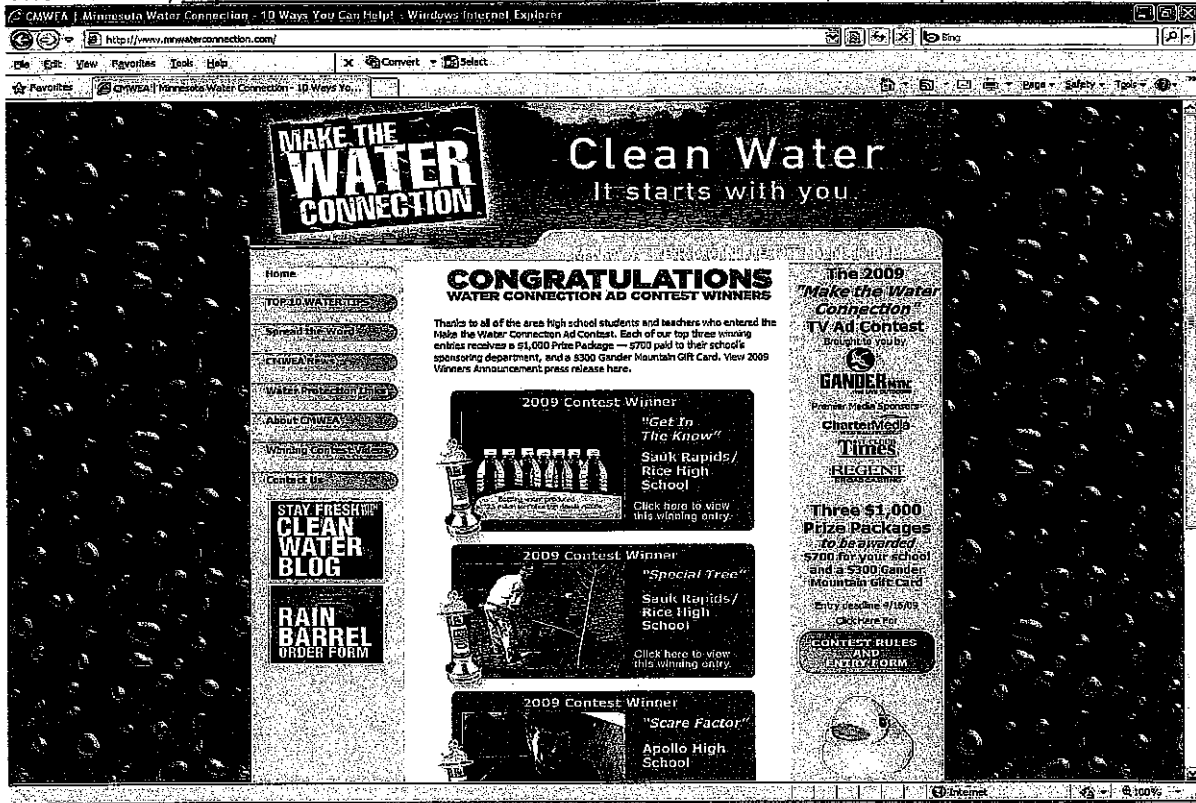
"Make the Water Connection" TV Ad Contest:

The third annual TV Ad contest was a hit again. Thirty-one entries were received. Three winners and five honorable mentions were honored at the Ducky Awards Ceremony held at Gander Mountain.

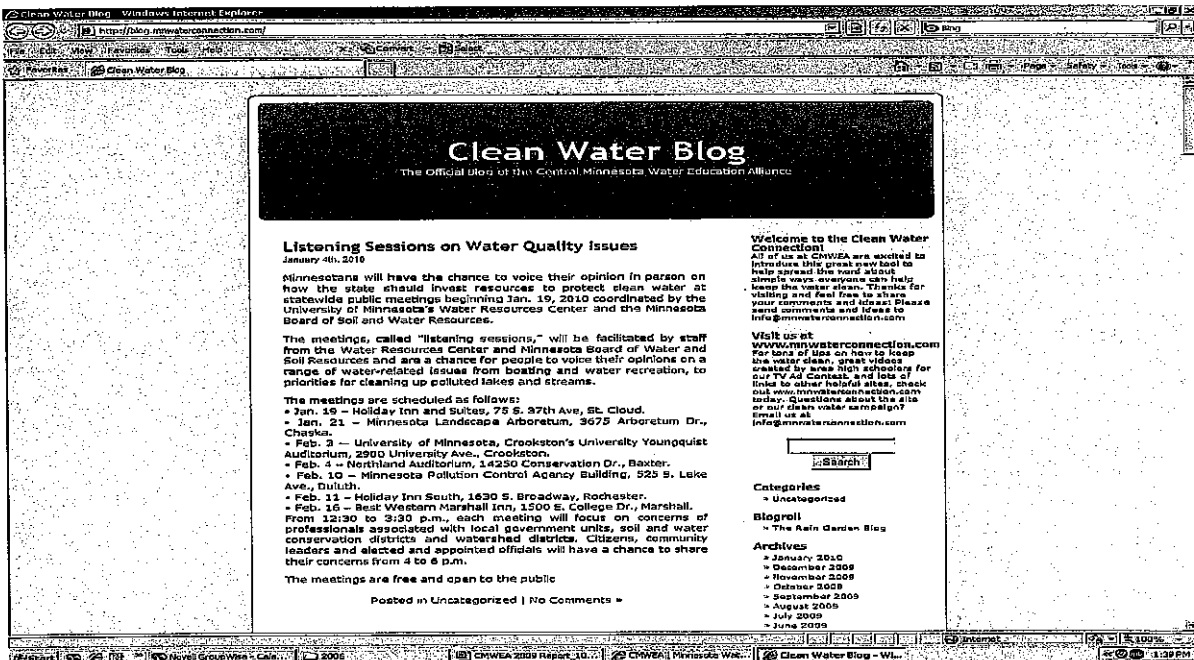


Website:

The website, <http://www.mnwaterconnection.com/>, attracted 37,021 unique visitors in 2009.



The addition of the "Clean Water Blog", <http://blog.mnwaterconnection.com/>, increased web traffic and allowed members to contribute to the site more easily in 2009. We are thankful to Stearns County Soil and Conservation District for keeping the blog updated.



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May 6 – June 8



SUNNY DAY SAVINGS PLAN

THE CMWEA RAIN BARREL SALE - \$70
 Order by June 24th at mwaterconnection.com

Capturing roof runoff in a rain barrel saves a lot more than rain. You'll save money by watering lawns and flowers without using tap water, help reduce storm water runoff that stresses lakes and rivers, and reduce demand on water sources during peak summer months. **Save even more with the CMWEA Rain Barrel Sale -- get a high-quality rain barrel with lid, spigot and drain plug for just \$70! Saving money and the planet -- now that's a great deal!**

MAKE THE WATER CONNECTION
 Clean water. It starts with you.


Learn 10 simple ways to protect the water at mwaterconnection.com

Thanks to our sponsors:

GANDER BROS. OUTDOOR **South Rapids Herald** **THE ELLEN ADVERTISERS**

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June 15 – July 20



DO IT FOR THE BIRDS AND THE BEES

Planning to plant? Think green and grow native.

Think of them as Minnesota's "home grown stars" — native plants that have adapted to and naturally grow in our area. Native plants are hardy, drought resistant, and low-maintenance, saving time and money by reducing the need for watering, fertilizers and pesticides. Many have deep root systems that help the soil store water and reduce runoff. And above ground, they make great homes for our furry and feathered friends, bees and butterflies. Now isn't that a happy thought?

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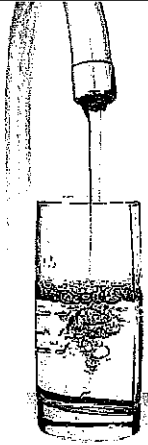
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July 27 – August 31



TAP IN TO GREAT TASTE

Save Money & The Planet!

Whether you drink it for your pocketbook or the planet, tap water is the smart option compared to bottled water. For starters, bottled water is about 500 times more expensive than tap. Then there's the environmental impact — it takes over 1.5 million barrels of oil a year to produce all those plastic bottles, most of which still end up in landfills. Add the rigid health standards and testing that municipal water goes through, and tap wins again. Any way you pour it, tap tops bottled every time!

MAKE THE WATER CONNECTION
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Learn 10 simple ways to protect the water at mwaterconnection.com

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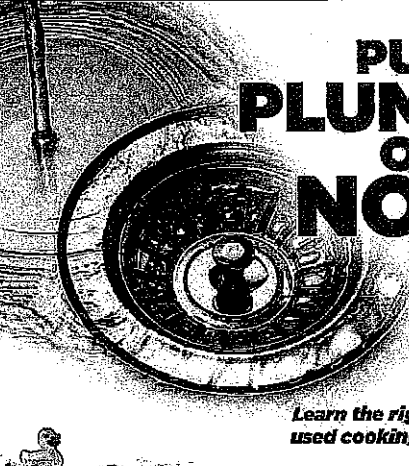
GANDER
BANK

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Creating content. Enriching lives.

THELEN
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September 7 – September 28



PUT YOUR PLUMBING ON A NO-FAT DIET

Learn the right way to get rid of used cooking oil, fat and grease.

Keeping fat, grease and cooking oil out of your plumbing system and the city sewer helps prevent clogging and overflow of wastewater that can pose serious health and environmental concerns. So the next time you make bacon for breakfast or fried chicken for dinner, put the leftover fat into a sealable container and then into the trash. Keep out the fat, and go with the flow — one more smart, easy way to help protect the water we all share.

MAKE THE WATER CONNECTION
Clean water. It starts with you.

Learn 10 simple ways to protect the water at mwaterconnection.com

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South Rapids Herald

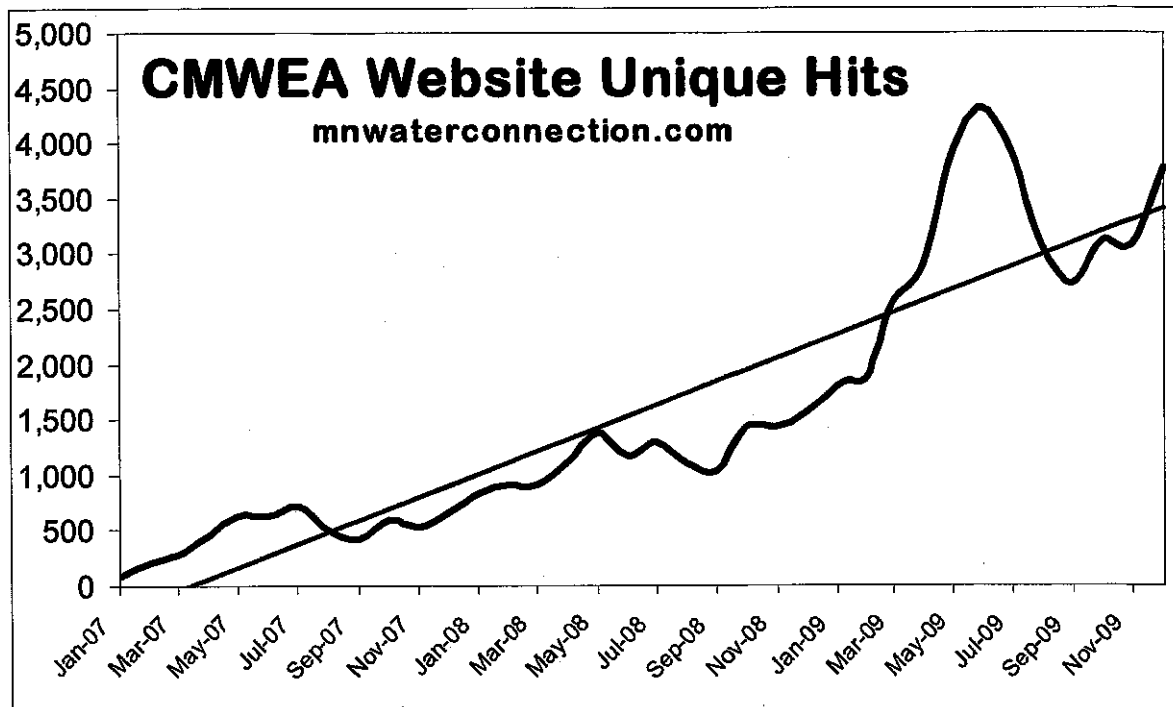
THELEN
www.thelen.com

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Results

Website statistics are the primary tool used to help gauge success of the campaign. The chart below shows unique website hits from the time the site went live in January 2007 through December 31, 2009. As the positive trend on the chart clearly displays, more people are making the water connection.



Path Forward

The CMWEA public education campaign was very successful again in 2009. Consistent education messages were promoted throughout Central Minnesota in a cost-effective manner. Members of CMWEA were able to take advantage of a productive partnership to meet and exceed required public education and outreach requirements.

A similar campaign should be conducted in 2010 to further establish CMWEA as an effective education outlet for MS4, source water protection and wellhead protection communities in Central Minnesota. Active member communication and participation will be crucial. Additional opportunities being considered for 2010 include a partnership with the Freshwater Society, a speaker forum, and workshops or similar events.

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MAKE THE WATER CONNECTION

Clean water. It starts with you.

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with support from: Stearns County; the cities of Cold Spring, Melrose, Paynesville, Richmond, Rockville, Sartell, St. Cloud,
St. Joseph, Sauk Rapids and Waite Park; St. Joseph and Le Sauk townships; Sauk River Chain of Lakes and Koronis Lake
Associations; Minnesota Rural Water Association, Sauk River Watershed District, Stearns County Soil & Water Conservation District
and the Upper Mississippi River Source Water Protection Project

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