

**WELLHEAD PROTECTION COMMITTEE  
PAYNESVILLE CITY HALL  
MARCH 6, 2013  
4:00 P. M.**

AGENDA

- I. CALL TO ORDER
- II. CONSENT AGENDA
  - A. Minutes (page 1)
- III. NEW BUSINESS
  - A. Election of Officers (page 6)
  - B. Meeting Schedule (page 7)
  - C. 2013 Paynesville Water Festival (page 8)
  - D. Rain Barrel & Compost Bin (page 12)
- IV. OLD BUSINESS
  - A. MPCA - Former Midtown Service Station - Benzene Contamination Update
- V. INFORMATIONAL
- VI. ADJOURN

**Please contact Ron Mergen at [ron@paynesvillemn.com](mailto:ron@paynesvillemn.com) or 320-243-3714 ext. 230 if you are unable to attend.**

**Members: Josh Reed, Dottie Kimbler, Mary Kiebel, Donovan Mayer, Jay Thompson, John Jr. Vanderbeek, and Bob Brauchler. Advisory Members: Jennifer Kaminskie, Dave Neiman, Carrie Raber, Chuck DeWolf, Steve Robertson, 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: March 6, 2013

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 16, 2012 and October 23, 2012 Wellhead Protection Committee meetings.

**ADMINISTRATOR COMMENTS:**

**COMMITTEE/COUNCIL ACTION:**

A motion to approve the minutes from the February 16, 2012 and October 23, 2012 Wellhead Protection Committee meetings.

**MINUTES**  
**SPECIAL JOINT CITY COUNCIL, PUBLIC WORKS COMMITTEE AND WELLHEAD**  
**PROTECTION COMMITTEE MEETING**

**OCTOBER 23, 2012**

The meeting was called to order by Mayor Jeff Thompson at 5:00 p.m. Members present were Mel Schaefer, Steve Robertson, Department of Health; Bob Brauchler, Donavan Mayer, Carrie Raber, SWCD; Ron Mergen, Public Works Director; Chuck DeWolf, Bolton & Menk; Renee Eckerly, City Administrator; Senator Michelle Fischbach, Dennis Zimmerman, Jeff Bertram, Dave Peschong, Dave Neiman, MN Rural Water; and Melinda Erickson, USGS.

Thompson turned the meeting over to Erickson for the presentation on the crude oil ground water contamination.

Erickson described the Bemidji site and gave some site history. In August 1979 a pipeline burst spilling 1.7 million liters of crude oil. Crude oil also sprayed an area of about 7,500 square meters. An estimated 400,000 liters remained after the initial clean up. Bemidji has been studied for over 30 years and won't be clean for at least another 30 plus years.

It was noted that the area being studied has no wells and no sensitive issues within the area and the ground water flow was only 18 meters per year. The process which they are studying is natural attenuation.

The presentation consisted of several phases:

1. The Oil Phase - The oil movement was explained to have moved downward and outward to approximately 40 meters. Degradation of the oil product resulted in loss of soluble and volatile compounds through dissolution and volatilization. The loss of oil was from 0 to 1.25 % per year.
2. Aqueous Phase - The long term monitoring has shown concentrations of total dissolved organic carbon and dissolved O<sub>2</sub> down gradient from the oil body has remained stable suggesting that the degradation of the plume has reached equilibrium. As of 1996 the leading edge of the plume containing BTEX had moved about 200 meters down gradient, the primary reason is that hydrocarbons have biodegraded under oxic and anoxic conditions.
3. Vapor Phase - It was explained that the distribution of gases has changed considerably since the spill. In 1985 the hydrocarbon vapors reading was over 1 parts per million (ppm) and were 150 meters down gradient, as of 1997 it had receded to 75 meters and likely due to aerobic biodegradation.

Objectives for performance monitoring of natural attenuation:

1. Demonstrate that the natural attenuation is occurring according to expectations.
2. Detect changes in the environmental conditions (hydrogeologic, geochemical, microbiological, or other changes that may reduce the efficacy of any of the natural attenuation processes.
3. Identify any potential toxic and or mobile transformation products.
4. Verify that the plume is not expanding down gradient; laterally or vertically.
5. Verify no unacceptable impact to down gradient receptors.

6. Detect new releases of contaminants to the environment that could impact the effectiveness of the natural attenuation.
7. Demonstrate the efficacy of the institutional controls that were put in place to protect potential receptors.
8. Verify attainment of remediation objectives.

A question and answer period followed the presentation. Erickson would not comment on any local condition or recommendation. It was noted that there are many differences between the sites. The Bemidji site has no well pumping influence, they are not testing to drinking water standards, and this was crude oil not petroleum. The meeting concluded with staff (City, Rural Water & Dept. of Health representatives) being directed to meet in the short term and make some recommendations on what the City should request.

There being no further business the meeting adjourned at 6:45 p.m.

**MINUTES  
WELLHEAD PROTECTION COMMITTEE**

**FEBRUARY 16, 2012**

Chairperson, Bob Brauchler called the meeting to order at 4:00 pm. Members present were Jay Thompson, Josh Reed, Dottie Kimbler, and Jeff Bertram. Advisory members present were Carrie Raber, Ron Mergen, and Chuck DeWolf. Absent were Renee Eckerly, Steve Robertson, Dave Neiman, John VanderBeek Jr., Mary Kiebel, and Jennifer Kaminski. Also present was Chris Lundeen, NFCRWSD.

**Motion made by Bertram to approve the Consent Agenda and minutes of February 8, 2011 Wellhead Committee meeting. Seconded by Thompson and unanimously carried.**

**ELECTION OF OFFICER**

**Motion was made by Bertram to keep the same officers:  
Chairperson, Bob Brauchler  
Vice Chair, John Vanderbeek  
Secretary, Dottie Kimbler  
Seconded by Thompson and unanimously carried.**

**MEETING SCHEDULE**

The Wellhead Protection Committee meetings will continue to be held on an as needed basis.

**2012 WATER FESTIVAL**

The Water Festival will be held on Friday May 11, 2012 at the Koronis Assembly Grounds. No changes in the schedule, sessions, and task list. Bulldog News may have one of the student's also video tape the event. The budget for the Festival was set at \$1,300.00 to be approved and submitted to the City Council.

**Motion made by Bertram to approve \$1,300.00 for the Water Festival Budget.  
Seconded by Thompson and unanimously carried.**

**MIDTOWN SERVICE STATION**

There will be a meeting at Paynesville City Hall on April 19, 2011 at 10:00 a.m. Representatives from the Minnesota Pollution Control Agency will be in attendance to discuss the failure of dewatering and what the next steps are.

**WELL SURVEY**

Fifteen wells were located; mostly sand point wells. The ones that are considered as abandoned/unused need to be sealed. Raber stated that there is funding available to seal these wells. It was suggested the City bid out the sealing of the wells using local well drillers. Raber and Mergen will meet to make a plan for future funding. Grant money is available, but

the application needs to be submitted by the end of February 2012.

**WELLHEAD PROTECTION PHASE II - WORK PLAN**

A new Work Plan needs to be implemented. Raber and Mergen will constitute a plan. These Work Plans are to be submitted every 2 ½ years. Plans are subject to audits; checking on the progress of Plan.

**RAIN BARRELS & COPOST BINS**

Members discussed purchasing and placing a rain barrel and compost bin in front of City Hall as a way to promote water conservation. Staff will also contact local businesses and see if they would be willing to sell them.

There being no further business the meeting was adjourned.

**REQUEST FOR COMMITTEE/COUNCIL ACTION**

**COMMITTEE/COUNCIL NAME: Wellhead Protection Committee**

Committee/Council Meeting Date: March 6, 2013

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 current officers are:

Chair – Bob Brauchler

Vice Chair – John Vanderbeek Jr.

Secretary – Dottie Kimbler

**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: March 6, 2013

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 \_\_\_\_\_.



**2013**  
**11<sup>TH</sup> ANNUAL PAYNESVILLE AREA WATER FESTIVAL**

WHEN: Friday, May 10, 2013  
WHERE: Koronis Ministeries  
WHO: Paynesville 5<sup>th</sup> 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: National Honor Society
  
- SESSION C.** *Is Your Dihydrogen Monoxide Safe*  
Water Chemistry Activities  
Instructor: Jay Thompson & students
  
- SESSION D.** *Incredible Invertebrates*  
Macro Invertebrate Identification  
Instructor: Jesse Rasmussen
  
- SESSION E.** *Vegetation, Erosion Control, Composting & Planting*  
Erosion Control Activity-It All Runs Downhill  
Instructors: Koronis Lake Association
  
- SESSION F.** *Groovy Groundwater & Pollution /Flush It Down*  
Groundwater Model – Enviroscape & Septic Systems  
Instructors: Jennifer Kaminskie, Stearns Co. Environmental Services  
and NFCRSWD
  
- SESSION G.** *Shore Land & Wetland Adventures*  
Wetland Plant Identification  
Instructors: Don Schuck

**2013**  
**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. 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 – 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

2/25/2013

2013 Paynesville Area Water Festival  
Task List

	<b>TASK</b>	<b>RESPONSIBLE PARTY</b>	<b>CONFIRMED</b>
1.	<b>Confirm dates with school &amp; teachers</b>		
2.	<b>Schedule Speakers</b>		
3.	<b>Confirm site location and reserve alternative site due to bad weather</b>		
4.	<b>Arrange busses</b>		
5.	<b>Green Bags</b>		
6.	<b>T-shirts - cost was discussed \$25.00/color plus \$5.00 for each shirt not to exceed \$7.00/shirt</b>		
7.	<b>Information Packets – delivered to the school day before the event</b>		
8.	<b>Prepare a map with directions to Assembly Grounds</b>		
9.	<b>Contact Paynesville Press</b>		
10.	<b>Video Tape Event</b>		
11.	<b>Lunches for volunteers and speakers - pizzas, coffee, and rolls</b>		
12.	<b>Signs – Water Festival &amp; Station Titles – Map</b>		
13.	<b>Adequate tables &amp; chairs for students/speakers</b>		
14.	<b>Bring Supplies: markers, tape, stapler, paper, first aid kit, extension cords, etc.</b>		
15.	<b>Names tags for speakers/volunteers and staff</b>		
16.	<b>Find Volunteers (12) 2 – Co-op, 3 – teachers, 6 – adult parents &amp; Committee members</b>		
17.	<b>Weather Watcher</b>		
18.	<b>Noon Activities: Fish Casting</b>		
19.	<b>Trees</b>		
20.	<b>Digital Camera – city camera</b>		
21.	<b>Jug of Ice Water – if hot, if needed</b>		
22.	<b>Horn or noise maker to sound when groups are to switch stations</b>		
23.	<b>Evaluation Sheets</b>		
24.	<b>Event schedules for teachers, committee members, &amp; volunteers (copies delivered to the school the day before the event) – Map</b>		

**2013  
PAYNESVILLE AREA WATER FESTIVAL  
ESTIMATED BUDGET**

**Expenses:**

T – shirts (110 @ \$7.00)	=	\$ 770.00	
Substitute Teacher Fees	=	\$ 260.00	
Bussing	=	\$ 125.00	
Miscellaneous	=	\$ 150.00	
Volunteers	=	\$ 00.00	
Lunch, Tables, & Chairs	=	\$ 00.00	Cenex (\$300.00)
Facility Rent	=	\$ 00.00	Koronis Ministries
<b>TOTAL</b>		<b>\$ 1,305.00</b>	

**Revenue:**

Bolton & Menk, Inc.	\$ 250.00
West Central Sanitation	\$ 100.00
Voss Plumbing & Heating	\$ 100.00
Nelson Electric	\$ 100.00
Hydro Engineering	\$ 50.00
Servo Cal	\$ 50.00
<b>TOTAL</b>	<b>\$ 600.00</b>

Difference \$ 705.00

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CMWEA partnered with Recycling Association of Minnesota to conduct a rain barrel and compost bin sale.

# Rain Barrel & Compost Bin SALE!



Save GREEN!  
GO GREEN!



Compost Bin Rain Barrel

**Sale \$55**

Reg. \$105

**Sale \$69**

Reg. \$139

Order online then pick up your pre-ordered rain barrel & compost bin at the Central Services Building in St. Cloud, May 11.

Visit our website for details!

Order by  
April 27

For more info & to order visit:  
**RecycleMinnesota.org**

