

VNP Clean Water Joint Powers Board Meeting

Monday September 23, 2019

11:00 a.m.

Kabetogama Township Community Center

AGENDA

1. Welcome and Introductions
2. Public comments
3. Approve minutes of the August 19, 2019 JPB meeting
4. Comprehensive Plan and 10 Year Funding Budget
5. S.E.H./Advisory Board Representative Updates
 - A. Ash River
 - B. Kabetogama
 - C. Crane Lake
 - D. Koochiching
 - E. VNP
 - F. DNR
 - G. MPCA
6. Project Funding
7. Pay Invoices
8. Other Business
9. Next meeting date
10. Adjourn meeting

VNP CLEAN WATER JOINT POWERS BOARD MEETING
August 21, 2019

The monthly meeting of the VNP Clean Water Powers Board was held at the Crane Lake chapel on August 21, 2019. The meeting was called to order at 11:00 by Chairman Pavleck. Board members also present were Commissioner Sjoblom and Commissioner Nelson. Commissioner Pavleck welcomed everyone to the meeting and thanked all of the office and departmental representatives for attending. There were no public comments and all attendees introduced themselves.

A motion was made by Commissioner Nelson and supported by Commissioner Sjoblom to approve the July 17, 2019 minutes. All voted in favor.

There was a discussion regarding the upgrading of the Comprehensive Plan. Each area needs to provide updates to S.E.H. Additionally, Saint Louis County Environmental Services will be providing an update on the sewer generating parcels on record. Commissioner Nelson emphasized that the public should have the opportunity to provide input and that the elected body for each area should have the opportunity to review and endorse the updated plan for their area. A motion was made by Commissioner Nelson and supported by Commissioner Sjoblom to do a desk top vs assessment approach with the update process. All voted in favor.

Ash River. Initial field surveys and soil borings were completed in July. S.E.H. will be working on EDU assignments and design flows. The feasibility study is in work and anticipated to be complete in March 2020. There were 6 applications for the 5 board of manager positions. The appointments to be made at the September SLC Board meeting.

Kabetogama. The Puck's Point project is complete and final payment has been processed. Work continues on identifying the next service areas. The petitions have been completed for the 5 proposed areas and will be working with the Township to establish the new districts.

Crane Lake. ISTS installations are ongoing and work continues on the Management Program. Work on the Kicker Blvd. project has been put on hold due to manpower constraints.

Koochiching. The Island View extension project work is in full construction. The new expected completion date is September due to the changes in the scope of work.

DNR. Nothing to report.

MPCA. Nothing to report.

VNP. Nothing to report.

The 2019 MPCA Legacy funds were discussed regarding the distribution between Ash River and Crane Lake. A motion was made by Commissioner Sjoblom and supported by Commissioner Nelson the divide the funds between Ash River and Crane Lake \$475K and \$300K respectfully for FY20 and FY21. All voted in favor.

There was a motion by supported by Commissioner Sjoblom and supported by Commissioner Nelson to pay the July Costin Group invoice (\$2500.00). All voted in favor. There was a motion by Commissioner Nelson and supported by Commissioner Sjoblom to pay the June S.E.H. invoice (\$1465.00). All voted in favor.

John Stegmeir stated he will be out of the area for an extended period of time and that an alternate individual from Kabetogama will be attending the JPB meetings.

The planned meeting is scheduled for 18 September at 1100 at the Kabetogama Township Community Center.

The meeting adjourned at 12:05.

Submitted by: Rob Scott, secretary



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September 23, 2019

RE: Voyagers National Park
Clean Water Comprehensive
Plan Update
SEH No. STLES 151379

Mark St. Lawrence
St. Louis County Environmental Services
307 South 1st Street, Suite 115
Virginia, MN 55792

Dear Mr. St Lawrence:

Short Elliott Hendrickson Inc. (SEH®) is pleased to submit this proposal for the Voyager National Park Clean Water Comprehensive Plan Update. This proposal is based on conversations with Voyagers National Park Clean Water Joint Powers Board (JPB).

Project Overview

We understand the JPB would like to update the July 22, 2010 Namakan Basin Comprehensive Wastewater Plan. In order to achieve this, the JPB is seeking assistance to complete a 10-year Update to the Comprehensive Plan. The goal of the plan is to develop environmentally sensitive and reasonable solution to the problem of non-compliant and failing septic systems within the headwaters of Voyagers National Park Watershed. We have developed the following work plan and fee estimate based on this understanding.

Work Plan

Task 1 Coordinate and conduct individual meetings with the Crane Lake, Koochiching County, Kabetogama, and pending Ash River Sewer Districts to identify project accomplishments to date and desired future project areas.

Task 2 Request St. Louis and Koochiching County Environmental Services Departments for available septic data for future areas of interest.

Task 3 Conduct desktop level analysis of septic system and existing building data within the potential future services areas to develop a needs assessment for expanding existing district sanitary sewer infrastructure.

Task 4 Develop a draft individual comprehensive plan updates for each sewer district. The draft plan will generally outline as follows:

1. Introduction
2. Existing Conditions and Accomplishments to Dates
3. Future Area Needs Assessment
4. Future Project Probable Costs
5. Recommendations and Implementation

Task 5 Develop Exhibits in GIS for existing and future service areas suitable including in the updated comprehensive plan.

Engineers | Architects | Planners | Scientists

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Task 6 Submit individual plans to each sanitary district for review and comment. Meet with each district to discuss individual plans and incorporate requested revisions as required.

Task 7 Compile individual plans into draft comprehensive wastewater plan and provide to JPB

Task 8 Conduct public hearing for draft comprehensive wastewater plan. Incorporate requested revisions as required.

Task 9 Provide regular updates to plan development at the monthly JPB Meetings.

Task 10 Provide final comprehensive wastewater plan to JPB for review and approval.

Deliverables

For this project, SEH will provide the following:

- Provide draft district wastewater plan updates and recommendations for Crane Lake, Koochiching County, Kabetogama, and pending Ash River Sewer District. The draft plan updates will be provided to the individual districts for review and comment prior to incorporating them into the draft comprehensive plan.
- Provide draft comprehensive wastewater plan to JPB
- Provide final comprehensive wastewater plan JPB

Assumptions

Our work plan and deliverables were built on the following assumptions:

- St. Louis and Koochiching County will provide SEH will all available septic system data available for the areas of study.
- All analysis will be conducted at a desktop level using readily available county data, soils mapping, and historical cost data from similar projects completed in the region. No field investigations, field survey, or soil borings will be conducted to develop the comprehensive plan.

Schedule

We will begin work upon execution of a contract. We have outlined below the general milestones for the project.

Notice to Proceed	December 2019
Provide Draft Comprehensive Plan for Review	May 2020
Public Hearing	June 2020
Deliver Final Plan Update	July 2020

Fee Estimate

We have estimated a total fee of \$47,500 to complete our services which would be billed on an hourly rates plus expenses basis.

We look forward to discussing this project with you further. If you have any questions, please contact me at **218.305.4733** or via email at **jchopp@sehinc.com**.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

Jason J. Chopp, PE
Project Manager



MEMORANDUM

TO: Voyageur's National Park Clean Water Joint Powers Board (VNPCWJPB)

FROM: Jason J. Chopp, PE

DATE: September 23, 2019

RE: VNPCWJPB Update
Koochiching and St. Louis Counties, Minnesota
STLES 151379

Board Meetings

The last meeting was held in Ash River on August 21, 2019

Action Requested: None

Kabetogama

Phase II

The Steering committee meets regularly and has reached out to the property owners in the proposed service area and the majority of the results are in favor of the sewer project. The next step is for public hearings with the goal to have a subordinate district formed by the end of November.

Action Requested: None

Ash River

1. See attached memorandum.

Action Requested: None

Crane Lake Water & Sanitary District

The CLWSD will continue in 2019 on working with SLC staff on their phase III of the Management Program (mandatory participation in the CLWSD program). 10 new ISTS systems are anticipated by the end of the 2019 construction season.

Action Requested: None

Island View Sanitary Sewer Expansion

Contracts A and B are nearing completion. Only a few grinder stations remain to be installed. Final restoration work is anticipated into October.

Action Requested: None

Advisory Board Representative Updates

- Voyageurs National Park
- Minnesota Pollution Control Agency
- MN Department of Natural Resources

If you have any questions regarding these items, please do not hesitate to contact any of us.

Jason Chopp	Colin Marcusen	Mike Larson	Gary Cerkvenik
218.305.4733	320.229.4359	218.305.4722	218.741.0139
jchopp@sehinc.com	cmarcusen@sehinc.com	mlarson@sehinc.com	gcerk@me.com

Cc: VNPCWJPB Advisory Committee, Koochiching and St. Louis County Environmental Services staff, Project Area residents (upon request)

Att: SEH Invoice, The Costin Group Invoice
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MEMORANDUM

TO: Voyageurs National Park Clean Water Joint Powers Board

FROM: Colin Marcusen, P.E. (Lic. MN, ND, SD, IA)

DATE: September 20, 2019

RE: Ash River Facility Plan
SEH No. STLES 146794 14.00

The purpose of this memo is to update the Board on the status of the Facility Plan preparation for the Ash River area. SEH sent questionnaires to property owners in the area of the proposed project in January, 2019. We received responses from most of the property owners, which detailed existing home/cabin configurations, existing septic system configurations, and any plans to make changes to their property in the future. In order to further clarify and to investigate those properties from which we had no response, SEH had representatives on site July 17, and 18. We reviewed each property and collected information to help us determine how each property would be best served by a community sewer.

During the same period SEH had survey crews on site to identify property lines so that we have a better idea of how to draw up easements on the properties in the future. We also had a subcontractor, Braun Intertec, on site to conduct 41 soil borings along Ash River Trail. Braun was instructed to drill to refusal or to a 10-ft depth if they could get there. Surprisingly, and for the benefit of the project, 36 of the 41 borings went the full depth of 10 feet. This is good news because the main forcemain will likely not need to be installed through rock, saving significant construction cost. Additional soil boring work will be done during the design phase and after individual easements have been drawn up and approved for each property.

The information we have gathered to this point has allowed us to develop a preliminary EDU Table. We've found that there are approximately 231.3 EDUs in the project boundary. This number will change as the Sanitary District makes determinations about the boundaries for the project and solidifies EDU assignments. We will continue to evaluate properties to determine a design flow for the collection and treatment systems. After a design flow has been set, a Preliminary Effluent Limit request will be sent to MPCA in order to get input on the limits for which we'll need to design the treatment system to meet.

Since not every property will be best served by a community collection system, we have also done a preliminary evaluation of each property to see if an on-site treatment system (septic system) could be constructed on their property. We did this by assuming an average flow and corresponding average mound size. We then laid the mound footprint over each property to determine if it would fit, and also if a backup mound system would fit, which is required by Minnesota Rules for new systems. The results of our findings are summarized in the EDU table attached to this memo.

clm/mrb

Enclosure: Facility Plan Checklist

c: Mark St. Lawrence, St. Louis County Environmental Services

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Engineers | Architects | Planners | Scientists

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VNPCWJPB Funding Tracker

KOOCHICHING COUNTY				
Project	Project Cost	No. of EDUs	Project Status	Land Concerns/Comments
Island View Sanitary Sewer Extension	\$19,500,000	365	Under Construction, Awarded to Wagner and USA	County Responsible, multiple easements
	Funding Option	Funding Amount	Funding Status	Other Notes
	Koochiching County	\$30,000	Received	
	Koochiching County	\$400,000	Received	Used to complete design work
	State Bonding Bill, 2010	\$100,000	Received	
	State Bonding Bill, 2014	\$7,817,800	Secured	
	MN Legacy Funds 2015	\$1,000,000	Secured	\$2m awarded, \$940,000 Kab, \$60k Crane
	2016 US Army Corp (\$4.5m, \$100k to Corp)	\$4,400,000	Secured	
	State Bonding Bill, 2017	\$2,000,000	Secured	
	Mn Legacy Funds 2018/2019	\$1,200,000	Secured	\$2m awarded, \$50k Kab, \$450k to Ash, \$300k to Crane
	anticipated assessment	\$3,600,000		

KABETOGAMA TOWNSHIP				
Project	Project Cost	No. of EDUs	Project Status	Land Concerns
Puck's Point San Swr & WWTF	\$4,500,000	80	Design Complete, Project has been bid twice. Bids are too high	
	Funding Option	Funding Amount	Funding Status	Other Notes
	IRRRB, 2009	\$50,000	Secured	
	State Bonding Bill, 2010	\$0	Secured	
	IRRRB, 2010	\$129,349	Secured	
	PFA, 2013	\$0	Secured	
	DEED - Small Communities Program, 2013	\$274,619	Secured	Loan @ 1% over 20 years
	DEED - Small Communities Program, 2013	\$1,098,476	Secured	Grant
	MN Legacy Funds 2015	\$940,000	Secured	\$850k approve but not used. Interim financing used
	Mn Legacy Funds 2018/2019	\$50,000	Secured	
	MN Rural Water Loan	\$0	Secured	
	MPFA PSI Grant	\$1,864,929	Secured	
	DNR Capital Contribution	\$70,248	Secured	
	Other Levied Township Sources	\$42,944	Secured	

ASH RIVER - CURRENTLY UNORGANIZED				
Project	Project Cost	No. of EDUs	Project Status	Land Concerns
	\$5,500,000			
	Funding Option	Funding Amount	Funding Status	Other Notes
	State Bonding Bill, 2010	\$10,000	Secured	
	Mn Legacy Funds 2018/2019	\$450,000	Secured	
	St. Louis County	\$90,000	Secured	
	Clean Water Legacy	\$950,000	Pending	

CRANE LAKE WATER & SANITARY DISTRICT- CLWSD				
Project	Project Cost	No. of EDUs	Project Status	Land Concerns
CSAH 24	\$3,000,000			Construction Complete 6/11
	Funding Option	Funding Amount	Funding Status	Other Notes
	Taconite Property Tax Relief, 2010	\$99,887	Received	
	State Bonding Bill, 2010	\$150,000	Received	
Handberg Marine				
	Funding Option	Funding Amount	Funding Status	Other Notes
	MN Legacy Funds 2015	\$60,000	Secured	
	Bonding Bill, 2014	\$750,000	Secured	
	Taconite Homestead Funds, 2013	\$687,000	Secured	
ESA & Bear Island				
	Funding Option	Funding Amount	Funding Status	Other Notes
	MPCA National Park Grant Program, 2014	\$1,500,000	Secured	ESA & Bear Island
	Mn Legacy Funds 2018/2019	\$300,000	Secured	
Managed ISTS	Clean Water Legacy	\$600,000	Pending	

\$26,942,308 Outside Funding Source Funds