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CITY OF TONKA BAY ITEM NO. 7A

477 Temperance Street
St. Paul, MN 55101
Tel: 651-286-8450
Fax: 651-286-8488

Memorandum

To: *Honorable Mayor, City Council, and Staff
c/o Lindy Crawford, City Administrator*

From: *Leslee Storlie, EIT – WSB & Associates, Inc.
Justin Messner, PE – Tonka Bay City Engineer*

Date: *July 28, 2015*

Re: *Approve Resolution to Resubmit Report to the MDH
Wellhead Protection Plan Part 2
Tonka Bay, MN
WSB Project No. 01987- 240*

Background Information:

In accordance with Minnesota State Statute and Minnesota Rules Part 4720.5300, cities are required to complete a Wellhead Protection Plan (WHPP) every ten years. The plan is divided into two parts. Part I includes an aquifer test plan, delineates and identifies the Drinking Water Supply Management Area (DWSMA), and assesses the level of vulnerability of the DWSMA for potential contamination. The Minnesota Department of Health (MDH) completed the City of Tonka Bay Part I WHPP in June of 2011.

Part II of the WHPP assesses the physical environment, existing and future land uses, identifies future water quantity needs, summarizes existing water quality, and identifies a plan of action for protecting the aquifer into the future. The plan was submitted to the MDH in October, 2014 and returned by the MDH with required corrections in February, 2015. Revisions were completed and the plan was resubmitted to MDH in March, 2015. Although the revisions were completed properly, the MDH developed Inner Wellhead Management Zone (IWMZ) surveys were not attached in the appendix of the report as they were in the original submittal. Because the IWMZ surveys were not included in the resubmittal, the MDH concluded that the report was incomplete and issued a disapproval letter in June, 2015.

In discussions with the MDH, WSB requested that the City be allowed to resubmit the MDH developed IWMZ surveys in order for the plan to be considered complete and to avoid another mandatory 90 day review period by the MDH. The MDH denied this request, however, agreed to expedite the review process by 30 days and complete the review in 60 days following the resubmittal.

Financial/Budget Impacts:

All corrections to the report have been completed by WSB without charging the City for time spent on the report. The proposed project cost was \$7,500 and current job-to-date charges equate to \$7,444.75.

Requested Action:

Approve the resolution to resubmit the WHPP to the MDH for final approval.

Staff Recommendation:

Staff is recommending the City Council accept the Plan and authorize the resubmittal to MDH.

Voting Requirements:

A simple majority of the Council Members present is required to take action on the matter.

Attachments:

1. Resolution Accepting Part 2 of the City of Tonka Bay's Wellhead Protection Plan for Resubmission to the Minnesota Department of Health