

VNP Clean Water Joint Powers Board Meeting

Wednesday November 20, 2019

10:00 a.m.

Thunderbird Lodge

2170 County Rd 139, International Falls MN

AGENDA

1. Welcome and Introductions
2. Public comments
3. Approve minutes of the October 16, 2019 JPB meeting
4. Comprehensive Plan Update
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
October 16, 2019

The monthly meeting of the VNP Clean Water Powers Board was held at the St. Louis County Public Works Building in Cook, MN on October 16, 2019. The meeting was called to order at 10:14 by Chairman Pavleck. Board members also present were Commissioner Sjoblom, Commissioner McDonald and Commissioner Jugovich. 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 Sjoblom and supported by Commissioner McDonald to approve the September 23, 2019 minutes. All voted in favor.

Mark St. Lawrence provided an overview of the local 25% match obligations for each county in regards to the cost associated with the update the Wastewater Comprehensive Plan. The local match will be \$11,875 or \$5,937.50 equal split per county. A motion was made by Commissioner Jugovich and supported by Commissioner Sjoblom to approve the local match obligations for each county. All voted in favor.

Mark St. Lawrence provided requested the board determined how to obligate the \$47,500 Comp. Plan costs from the previously allocated funds to Ash River and Crane Lake. A motion was made by Commissioner Jugovich and supported by Commissioner Sjoblom to approve splitting the re-allocation of funds (\$23,750 each from Ash River and Crane Lake) to the Comprehensive Plan Project.. All voted in favor.

Ash River. Mark St. Lawrence informed the group that the St. Louis County Board selected 5 board members for Ash River. Deb Sanders is on the board and was present at the meeting. Deb indicated that the board intends to meet in early November. Jason provided Deb with the recent information packet update on the Ash River Facility Planning and Preliminary Design. A tentative meeting date between the Board and SEH is scheduled for November 14, 2019. Deb will confirm the date once the Ash Board holds their first meeting.

Kabetogama. Jason provided a brief review on the status of Phase 2 Kabetogama that John provided at the September 2019 meeting.

Crane Lake. No updates. Rob was not present.

Koochiching. The project is nearly complete with exception of 1 grinder station and some additional work that may extend Contract A through the month of November. There is still a large amount of restoration work that is needed.

DNR. Nothing to report.

MPCA. Nothing to report.

VNP. Nothing to report.

Mark St. Lawrence presented current invoices from Costing Group and SEH. Invoices will be approved at the October 2019 Meeting. A motion was made by Commissioner Jugovich and supported by Commissioner McDonald to approve the presented invoices. All voted in favor.

The next planned meeting is scheduled for November 20, 2019 at 10:00 AM at the Thunderbird Lodge east of International Falls.

The meeting adjourned at 10:52.

Submitted by: Jason J. Chopp, SEH (Filling in for Rob Scott)



MEMORANDUM

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

FROM: Jason J. Chopp, PE

DATE: November 20, 2019

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

Board Meetings

The last meeting was held in Cook on October 16, 2019

Action Requested: None

Kabetogama

Phase II

No Current Updates

John updated the board in September that the board as completed the petition verification. The planned Phase 2 appears to be areas C, F, G, H, and possibly J. Areas J1, A, and D could be considered as a future phase. Based on the current schedule the board would be seeking 2021 funding.

Action Requested: None

Ash River

SEH has finished the preliminary estimates for number of EDUs in the District and the associated design flows for each property. This will allow us to begin to look at options for conveyance and treatment systems.

On November 14, the ARSSD Board had a conference call with SEH to review some preliminary items and provide an engineering updates on the Facility Plan process. A project update memorandum was developed and provided at the meeting (attached). As a follow-up to the meeting, SEH is going to contact Mia at Fryberger Law Firm to ask about potential fees for preparation of easement documents so that the District can begin to plan for future monetary needs. SEH is also going to send the district the contact information for Scott Harder, who was the financial analyst on the Kabetogoma and Island View Projects.

Action Requested: None

Crane Lake Water & Sanitary District

The CLWSD completed the installation of eight (8) ISTS systems during the 2019 construction season with more installations (8 to 10) planned for 2020.

Action Requested: None

Island View Sanitary Sewer Expansion

The system is operational and all initial grinder stations have been installed. Contract A is currently working on change order work for additional grinder stations. The remaining stations are scheduled to be operational before the end of December. Clean-up and restorations efforts will continue in the spring of 2020. Contract retainage (5%) is being held until the contracts are fully complete.

Action Requested: None

Advisory Board Representative Updates

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

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

Jason Chopp	Colin Marcusen	Mike Larson	Gary Cerkenik
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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: Ash River Sanitary Sewer District Board

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

DATE: October 29, 2019

RE: Engineering Updates
SEH No. STLES 146794 14.00

The purpose of this memo is to provide you with updates related to the Ash River Sanitary Sewer District (ARSSD) Collection and Treatment Systems project for the regular ARSSD meeting on November 14, 2019.

SCHEDULE

The project is currently in report phase. The report being prepared is called a Facility Plan and will review options for collection and treatment of sanitary sewer from the Ash River area. The Facility Plan is also required to include environmental, historical, and archaeological reviews. Based on the State’s funding schedule, the Facility Plan will be submitted to the Minnesota Pollution Control Agency (MPCA) in March 2020.

Preliminary Project Schedule	
Public Hearing to discuss Findings of Facility Plan	February 2020
Complete Facility Plan and submit to MPCA with Project Priority List Application (funding paperwork)	March 2020
MPCA Facility Plan Review	March – June 2020
MPCA Facility Plan Approval	June 2020
Submit Intended Use Plan (funding) Request to MPCA	June 2020
Design of Recommended Improvements	July – November 2020
Submit 90% Design to MPCA for approval	November 2020
Secure Final Design and Construction Funding	Prior to Bidding
MPCA approval and Advertisement for Bids (pending securing funding)	As early as January 2021
Project Bid Date	As early as February 2021
Earliest Potential Construction Start	June 2021

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 1200 25th Avenue South, P.O. Box 1717, St. Cloud, MN 56302-1717
SEH is 100% employee-owned | sehinc.com | 320.229.4300 | 800.572.0617 | 888.908.8166 fax

FUNDING

Minnesota Clean Water Legacy Grant funds have been obtained for a portion of this project. The grant is in the amount of \$450,000, but includes a match of \$90,000 from St. Louis County's Environmental Trust Fund, for a total of \$540,000. These funds will be mostly expended by engineering and geotechnical services. Our budgeting indicates that the funds should get us through Facility Plan preparation and up to 75% Design completion. Additional funding will be needed to complete the design, bid, and construct the project, which is estimated at over \$10 Million in construction cost by preliminary estimates. The goal in obtaining funding is to set sewer rates at or below \$100 per month per EDU.

ADDITIONAL SERVICES NEEDED

In order to keep the project moving forward, the District will need the services of a Financial Advisor/Accountant and an Attorney. SEH can give recommendations from past projects if desired.

COMMUNICATIONS PLAN

ARSSD Board to Public

- Regular Meeting Times and Dates
- Conference Calls, Go To Meeting, or Other for Regular Meetings
- Public Hearings – Where to Advertise
- Newsletters/Mailings to Residents

ARSSD with SEH

- Main Point of Contact for Board
- Email Addresses and Phone Numbers for all Board Members
- Who can sign documents or hold responsibility for ARSSD
- SEH's Newsletters to Public
- Billing is still through St. Louis County Environmental Services

FUTURE DISCUSSION TOPICS

- Design Flows and EDUs
- Collection Options
- Treatment Options
- Funding Options
- Land Exchange
- Project Costs
- User Costs

clm/mrb

c: Jason Chopp, SEH

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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