



WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

651-747-2750

FAX 651-426-2258

Email: wbt@whitebeartownship.org

Board of Supervisors
ROBERT J. KERMES, Chair
ED M. PRUDHON
STEVEN A. RUZEK

AGENDA UTILITY COMMISSION MEETING APRIL 12, 2018

1. **7:00 p.m.** Call Meeting to Order at Township Office Conference Room, 1281 Hammond Road.
2. Approval of April 12, 2018 Agenda (Additions/Deletions).
3. Approval of March 8, 2018 Minutes (Additions/Deletions).
4. Consent Agenda:
 - a. Receive Monthly Sewer & Water Report.
 - b. Receive EDAB Minutes.
 - c. Receive Republic Services Monthly Service Report.
5. Commissioner's Report.
6. Public Works Director Report.
7. Water Conservation:
 - a. Irrigation Restrictions.
 - b. Implementation.
8. Next Meeting Date / Agenda Items.
9. Added Agenda Items.
10. Adjournment.



recycled paper



Utility Commission Meeting April 12, 2018

Agenda Number: 1 – 2- 3

Subject: Call to Order – 7:00 p.m.
WBT Administrative Conference Room

Approval of April 12, 2018 Agenda &
March 8, 2018 Minutes

Documentation: April 12, 2018 Agenda &
March 8, 2018 Minutes

Action / Motion for Consideration:

Call meeting to order:	7:00 p.m.
Approval of Agenda:	April 12, 2018 (Additions / Deletions)
Approval of Minutes:	March 8, 2018

**MINUTES
UTILITY COMMISSION MEETING
MARCH 8, 2018**

The meeting was called to order at 7:00 p.m.

Present: Bernstein, Deloach, Fredericks, Groschen, McCune, Pehrson; Town Board Liaison: Kermes; Clerk: Short; Public Works Director: Reed.

Absent: Hesse with notice.

APPROVAL OF AGENDA (Additions/Deletions): Bernstein moved approval of the agenda as submitted. Deloach seconded. Ayes all.

APPROVAL OF FEBRUARY 8, 2018 MINUTES (Additions/Deletions): Deloach moved approval of the February 8, 2018 meeting minutes. Bernstein seconded. Ayes all.

CONSENT AGENDA: McCune moved approval of the Consent Agenda as follows: 4A) Receive Monthly Sewer & Water Report; 4B) Receive EDAB Minutes; 4C) Receive Republic Services Monthly Services Report. Pehrson seconded. Ayes all.

COMMISSIONERS' REPORT: **Water Meters:** Staff is working with the manufacturer and vendor on settlement for replacing the meters which were registering inaccurately. Another meeting will be held on March 12th. **SWPPP Program/Utility Program Coordinator Position:** The position which will handle work associated with complying with stormwater mandates will also include water conservation. It is estimated that seventy percent of the work load would be utility involved and funded. Currently the Town Engineer and Public Works Director have been handling these issues but as reporting requirements continue to grow it is becoming evident that an additional position needs to be created. **2019 Preliminary Tax Levy:** A preliminary tax levy of \$3,868,742 will be presented for resident approval at the Annual Meeting on March 13th. This levy would be an 8% increase. The preliminary levy can be lowered when presented for approval at the Budget Meeting in December, but it cannot be raised. **GIS Implementation:** The Public Works Director is recommending the implementation of a Geographical Information System (GIS). Looking ahead staff would recommend the purchase of GIS equipment for locating and tracking activities and field services. These linked documents will give staff a general idea where a feature, such as hydrant, gate valve, curb stop may be located.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director reviewed the Public Works Department Activity for the month of February 2018. **Lift Station Upgrades:** TKDA will provide an engineering proposal for developing bid documents for Lift Station #10 in early 2018. The Public Works Director is working with Churchills, Vissers, and one other resident on a landscaping design to address resident concerns. **Water Meter Repair/Reading:** 1) A follow up meeting with a Sensus representative and a Core&Main representative was held regarding replacing the inaccurate registering residential water meters. 2) Commercial water meter testing will begin soon with information that has been provided by utility billing. **2016-2020 Capital Equipment/Capital Improvement Programs:** The GIS request for bids has been placed on hold per staff's request to further investigate the use by departments other than Public Works. 2) Warning siren upgrades and installation is scheduled for the end of

MINUTES
UTILITY COMMISSION MEETING
MARCH 8, 2018

March. **Storm Water Program:** Ramsey County has provided a draft cost-share agreement that has been reviewed by the Town Attorney and returned to Ramsey County for review and incorporation into the agreement. **Water System Improvements/Issues:** 1) Well #5 Treatment Plant #1 veneer project will be completed late spring, early summer. The acid wash of the exterior and other warranty work will be included. 2) An interconnect for area south of TH 96 with the City of White Bear Lake's water system is going to be proposed to the Town Board in 2018. The Town Engineer and Public Works Director will visit the possible interconnect locations in late spring to determine which is the most feasible. 3) Water Tower Clean and Coat was unable to complete the cleaning of the South Water Tower in 2017. They will clean the tower in the late spring of 2018. 4) The Town Board approved the specifications and advertisement for bids on February 5, 2018, for Well #1 rehabilitation in 2018. The work includes repair and replacement of well pump, shaft, and column piping. An electronic transducer will also be part of the rehab. This is the only well without a transducer in the system. 5) A concrete floor will be installed in the base of the Northeast water tower. **Sanitary Sewer System Improvements/Issues:** 1) The 2017 I&I project was awarded on October 2nd to Visu-Sewer, Inc. The Public Works Director is in contact with Todd Stelmacher, the Visu-Sewer project manager to discuss the start of the I&I work. Work will be done in late March, early April because of the cold weather delays on other projects. 2) The televising has been awarded to Visu-Sewer for Cottage Avenue, Prospect Avenue and Lakeview Avenue. A small section of gravity line between the Bald Eagle Easement and Lift Station #3 will also be included. 3) Lift Station #10 will be rehabilitated in 2018. **Street Improvement Program:** 1) The Town Engineer has been directed by the Town Board to prepare a feasibility report on the Bellaire and Eastwood Manor neighborhoods. 2) 2018 Sealcoat project specifications and advertisement for sealed bids was approved by the Town Board.

DNR/WBL LAWSUIT – OVERVIEW: The DNR has met with the 11 affected communities within a five mile radius around White Bear Lake that are affected by the DNR's amendment of groundwater well appropriation permits. The amendment includes: 1) Enforcement of a residential irrigation ban when the level of White Bear Lake is below 923.5 feet, to continue until the lake has reached an elevation of 924 feet. The preparation and enactment of this process will be completed within 6 months; 2) Develop a plan to reduce per capita residential water use to 75 gallons per day and total per capita water use to 90 gallons per day; 3) Work with the Metropolitan Council to evaluate current conservation goals and update them as needed; 4) Contingency plan in water supply plans for conversion to total or partial supply from surface water sources. The Town will work with neighboring communities on surface water sources. The Town has provided amended information to the order with a report on calculations for reducing water consumption which were not accurate in the court order. The amendment process allows the Township to file an appeal within 30 days. The Town will wait until the last week in March.

WATER CONSERVATION: 1) IRRIGATION RESTRICTIONS; 2) IMPLEMENTATION: Ordinance No. 12 dealing with sprinkling was reviewed. It was noted that regardless of the lake level lawsuit, water conservation still needs to be addressed. Does the Township's odd/even watering regulations make a difference? There was discussion regarding the number of pools in the Township. There was discussion regarding adding water conservation

MINUTES
UTILITY COMMISSION MEETING
MARCH 8, 2018

to the Utility Commission's list of duties and having a water conservation sub-committee. It was the consensus that water conservation would fit in with the Utility Commission's interest.

Bernstein moved to recommend to the Town Board that water conservation be added to the list of duties and responsibilities of the Utility Commission. Pehrson seconded. Ayes all.

STORMWATER PROJECTS – REVIEW: The Public Works Director reviewed identified stormwater projects relating to repair of outfalls. The Utility Commission, at its February 8, 2018 meeting, moved to recommend to the Town Board that \$100,000 of the Stormwater Utility Fund be available for stormwater projects as reviewed at that meeting. The Public Works Director reported that the outfall #5 located at West Bald Eagle Boulevard and St. Anthony and outfall #6, located at East Bald Eagle Boulevard and Park Avenue were recommended to be repaired. He noted that since grant funding has been received, the two projects will cost \$27,500 (\$70,000 without grant funding). This provides funding for additional stormwater projects. After review and recommendation by the Public Works

Director it was the consensus that all the outfalls: numbers: 9, 3, 16, 17, and 35 be added to the list of 2018 projects using the additional funding. It was the consensus that the Stormwater Project Listing is a very helpful tool for the Utility Commission in reviewing stormwater projects.

NEXT MEETING DATE / AGENDA ITEMS: The next meeting date is scheduled for Thursday, April 12th. Agenda items to include: Irrigation restrictions and water conservation.

Deloach moved to adjourn the meeting at 8:55 p.m. Pehrson seconded. Ayes all.

Respectfully Submitted,

Joan J. Clemens
Recording Secretary



**Utility Commission Meeting
April 12, 2018**

Agenda Number: 4A - Consent

Subject: Receive Monthly Sewer & Water Report

Documentation: Report

Action / Motion for Consideration:

Receive Information

WHITE BEAR TOWNSHIP SEWER AND WATER REPORT 2018

SOUTH SYSTEM - WATER PUMPED													
	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	YEAR TOTALS
WELL 1 & 2A	1,928,100	1,993,300	1,805,600	1,884,600									7,611,600
QRT TOTALS													

SOUTH SYSTEM - WATER CONSUMPTION											
	DEC-FEB	JUNE-AUG	SEPT -NOV	DEC-NOV TOTALS							
RESIDENTIAL	5,628,957			5,628,957							
COMMERCIAL	11,102			11,102							
INSTITUTIONAL	143,783			143,783							
HYDRANT FLUSHING	-			-							
UNBILLED PUBLIC WORKS USAGE	-			-							
UNBILLED CONSUMPTION*	-			-							
BILLED UNBILLED CONSUMPTION PREV QTR	-			-							
WATERMAIN BREAK WATER LOSSES	-			-							
HYDRANT WATER SOLD	-			-							
QRT TOTALS	5,783,842			5,783,842							
				YR END AVERAGES							

DAILY AVERAGE PER RESIDENT	49.55			49.55
# OF WATER CONNECTIONS	509			509
# OF SEWER CONNECTIONS	473			473

NORTH SYSTEM - WATER PUMPED													
	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	YEAR TOTALS
WELLS 3-6	20,469,800	20,507,100	18,390,500	20,469,500									79,836,900
QRT TOTALS													

NORTH SYSTEM - WATER COMSUMPTION											
	DEC-FEB	JUNE-AUG	SEPT -NOV	DEC-NOV TOTALS							
RESIDENTIAL	49,137,241			49,137,241							
COMMERCIAL	9,020,136			9,020,136							
INSTITUTIONAL	370,555			370,555							
INDUSTRIAL	2,724,238			2,724,238							
HYDRANT FLUSHING	-			-							
UNBILLED PUBLIC WORKS USAGE	529,500			529,500							
UNBILLED CONSUMPTION*	-			-							
BILLED UNBILLED CONSUMPTION PREV QTR	-			-							
WATERMAIN BREAK WATER LOSSES	90,264			90,264							
HYDRANT WATER SOLD	-			-							
QRT TOTALS	61,871,934			61,871,934							
				YR END AVERAGES							

QUARTER GRAND TOTALS (NORTH AND SOUT)	67,655,776			67,655,776
---------------------------------------	------------	--	--	------------

DAILY AVERAGE PER RESIDENT	52.60			52.60
# OF WATER CONNECTIONS	4184			4185
# OF SEWER CONNECTIONS	4165			4166

New Construction	1120 PINE HILL LANE	3/27/2018		
TOTAL WATER PUMPED				87,448,500
TOTAL WATER CONSUMPTION				67,655,776



**Utility Commission Meeting
April 12, 2018**

Agenda Number: 4B - Consent

Subject: Receive EDAB Minutes

Documentation: None

Action / Motion for Consideration:



**Utility Commission Meeting
April 12, 2018**

Agenda Number: 4C - Consent

Subject: Republic Services Monthly Service Report

Documentation: Report Not Available

Action / Motion for Consideration:

Receive Information



**Utility Commission Meeting
April 12, 2018**

Agenda Number: 5

Subject: Commissioner's Report

Documentation: None

Action / Motion for Consideration:

Receive Information



**Utility Commission Meeting
April 12, 2018**

Agenda Number: 6

Subject: Public Works Director Report

Documentation: Report

Action / Motion for Consideration:

Receive Information

**White Bear Township
Town Board Update
On
Public Works Department Activity
(March 2018)**

1. **Lift Station Upgrades–**
 - TKDA will provide a engineering proposal for developing bid documents for Lift Station #10 soon.
 - Lift Station #3 Project. The Public Works Director is working with the Churchills, Vissers, and ? on a landscaping design to address there concerns.

2. **Safety**
 - The revised Job Hazard Analysis sheets are now being reviewed and signed by staff.

3. **Water Meter Repair/Reading**
 - Water meter issue update – A follow up meeting with Sensus representative and Core&Main representative was held on Monday, March 12, 2018.
 - Commercial meter testing will begin soon with the information that has been provided by Utility Billing.

4. **2016-2020 Capital Equipment/Capital Improvement Programs**
 - The GIS Request for Bids has been placed on hold per staff’s request, to further investigate the use by departments other than Public Works.
 - Replacement of the Town warning sirens – The installation is scheduled for March. The contractor, West Shore Services, has submitted locate requests as of 3/12/18.

5. **Storm Water Program**
 - The Storm Water project listing was presented to the Utility Commission in February and March.
 - The Town has received a grant of \$35,000.00 from RCWD for Outfalls #5 (St. Anthony) and #6 (Park St), both empty into Bald Eagle Lake. Ramsey County Public Works has provided an agreement for a cost share for Outfall #6 since a portion of the discharge is from East Bald Eagle Avenue. The cost share amount is \$11,600.00.

6. **Water system improvements/issues**
 - Well #5/Treatment Plant #1 – A valve limiter will be placed on cell “E” of the filter to reduce the frequency of backwashing required. Currently cell “E” fouls out before the remaining 4 cells are ready for backwash. The limiter should be installed within the next month by Tonka Water.
 - An interconnect for area south of TH 96 with the City of White Bear Lake’s water system is going to be proposed to the Town Board in 2018. The Town Engineer and Public Works Director will need to visit the possible

interconnect locations to determine which is the most feasible, in the late spring, due to the current snow cover.

- Water Tower Clean and Coat will complete the cleaning of the exterior of the South Water Tower during the week of May 14, 2018.
- Bids were received on March 15, 2018 at 2 p.m. and will be recommended for award at the first meeting in April. The work includes repair and replacement of well pump, shaft, and column piping. An electronic transducer will also be part of the rehab. This is the only well without a transducer in the system.
- A concrete floor will be installed in the base of the Northeast Water Tower.

7. Sanitary sewer system improvements/issues

- The 2017 I/I project was awarded by the Town Board on October 2nd to Visu-Sewer, Inc. The Public Works Director is in contact with Brian Bauman, the Visu-Sewer project manager, to discuss the start of the I/I work. Work will be completed in early April because of cold weather delays on other projects.
- The televising has been awarded to Visu-Sewer for Cottage Avenue, Prospect Avenue, and Lakeview Avenue. A small section of gravity line between the West Bald Eagle Easement and Lift Station #3. The televising will be completed in early April also.
- Lift Station #10 will be rehabilitated in 2018.

8. Street Improvement Program.

- The Town Engineer has been directed by the Town Board to prepare a feasibility report on the Bellaire and Eastwood Manor neighborhoods.
- 2018 Sealcoat Project was awarded to Allied Blacktop Company at the March 5, 2018 Town Board meeting.
- Emerald Ash Borer Management Plan will be updated based upon the Park Board recommendations and Town Board approval soon.

9. Sign replacement program (retroreflectivity standard)

- Street name sign replacement is proposed for 2019. Staff is currently taking inventory of our existing sign locations and number. The CIP \$\$\$ may need to be increased.

10. Personnel Updates:

- Advertisements for open seasonal worker positions have been posted.

11. Park Projects:

- Apple Tree Park Playground replacement project - The adult fitness equipment will be installed in April.
- Bellaire Beach house rehabilitation. S.J. Anderson will begin removing the existing tar roof the week of March 19th and will be installing the new steel roof soon afterwards.

- The Public Works Director has received quotes for the removal and replacement of the asphalt Eagle Park Tennis Courts and will recommend awarding the low proposal at the March 19, 2018 Town Board meeting.
- The trails along White Bear Parkway, Hammond Road, Centerville Road, Otter Lake Road, Polar Lakes Park and Columbia Park will be sealcoated in 2018. The Public Works Director is working on specifications for the project to be approved by the Town Board.
- A pitching mound will be constructed on Field #2 in the Polar Lakes. A quote has been received and the work will be completed over the summer of 2018.

12. Ramsey County Projects within the Township;

2018

- Mill and Overlay of County Road J from Highway 61 to Portland Avenue North.
- System Improvements on Highway 96.

2019

- Mill and Overlay of Century Avenue from Co Rd E to Co Rd F.
- Mill and Overlay of South Shore Boulevard from White Bear Avenue to Co Rd F.
- Concrete Rehab of Highway 96 from I-35E to Highway 61.

2020-2022 Proposed

- Co Rd F from McKnight Road to Century (East Co Ln)
- Co Rd H-2 from Centerville Road to West Bald Eagle Boulevard
- Otter Lake Road from Goose Lake Road to CSAH 96
- Portland Avenue from Highway 96 to Taylor Avenue.

13. Informational sharing regarding Public Works in general:

Public Works Jobs for March 2018

1. Monthly safety inspections of fall harnesses, fire extinguishers, lighting, first aid kits and A.E.D.
2. Continuing doing water testing and monitoring of the towns water system
3. Started testing SCADA alarms at lift stations and wells
4. Operating and testing water at well # 5
5. Continuous water testing at well's 1, 3, 4, 5 and 6
6. Completed the 1st quarter meter read's
7. Continued water meter repairs
8. Started to complete the 15 State water tests for this month
9. Various water shut offs at empty/abandoned homes from frozen pipes that thawed out and began leaking
10. New construction water turn on's

11. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
12. Snow and ice control on Town roads and parking lot's
13. Benched snow banks back on all Town roads where allowed
14. Roadside tree trimming
15. Started seasonal pot hole patching
16. Put up temporary road/street signs that have been damaged/hit by cars
17. Emptied trash in all the parks
18. Snow removal on Town sidewalks and trails
19. Finished wood chipping the Red Pine Trail system
20. Wood chipped the Columbia Park trail
21. Staff has attended various training

Mechanic jobs for March 2018

- Assisted Public Works
- Diagnosed wiring issues on # 41 (2007 Freightliner) ended up bringing it to Schelen Grey Electric for repairs to dump box tail lights
- Welded wing support and front plow on # 40 (2011 Freightliner)
- Fixed lower tail light on # 38 (1-ton dump)
- Serviced multiple pieces of equipment
- Final training on the new Fuel Master and Fuel tanks, programmed all the Prokees for equipment and trained Public Works staff on operations of new fueling system
- Repaired side door latching system on #45 (shop sweeper)
- Installed new mirror assembly on # 34 (rounds truck)



Utility Commission Meeting April 12, 2018

Agenda Number: 7

Subject: Water Conservation:
a. Irrigation Restrictions
b. Implementation

Documentation: Info from George Fredricks

Action / Motion for Consideration:

Receive Information / Discuss

Minutes
Utility Commission Meeting
March 8, 2018

WATER CONSERVATION: 1) IRRIGATION RESTRICTIONS; 2) IMPLEMENTATION: Ordinance No. 12 dealing with sprinkling was reviewed. It was noted that regardless of the lake level lawsuit, water conservation still needs to be addressed. Does the Township's odd/even watering regulations make a difference? There was discussion regarding the number of pools in the Township. There was discussion regarding adding water conservation to the Utility Commission's list of duties and having a water conservation sub-committee. It was the consensus that water conservation would fit in with the Utility Commission's interest.

Bernstein moved to recommend to the Town Board that water conservation be added to the list of duties and responsibilities of the Utility Commission. Pehrson seconded. Ayes all.

Ordinance No. 12

SECTION 24. SPRINKLING.

24-1. RESTRICTED HOURS. The use of the Town Water Supply System for lawn sprinkling and irrigation, shall be limited to the following hours and days for the entire year:

24-1.1. Even numbered houses may use their Water System for the above stated uses only on even numbered days from 6:00 a.m. to 10:00 a.m. and 6:00 p.m. to 10:00 p.m.

24-1.2. Odd numbered houses may use their Water System for the above stated uses only on odd numbered days from 6:00 a.m. to 10:00 a.m. and 6:00 p.m. to 10:00 p.m.

24-1.3. The Town Board may, by resolution, revise the hours of sprinkling.

24-1.4. The Town Clerk may temporarily revise the hours for sprinkling when water system storage levels fall below the standards provided in the Town Community Water Supply Plan for an unreasonable period of time. The temporary revision of hours for sprinkling shall remain in effect until the next meeting of the Town Board. At its next meeting, the Town Board, by resolution, may adopt the revised hours or otherwise change the hours for sprinkling. If no action is taken by the Town Board, the hours for sprinkling shall return to the times provided in Sections 24-1.1 and 24-1.2, or Section 24-1.3.

24-2. SPRINKLING VIOLATIONS.

24-2.1. Any person found to have violated the restricted sprinkling hours set out in Section 24-1 shall receive one written warning.

24-2.2. Any person found to have violated the restricted sprinkling hours set out in Section 24-1 two times within the same calendar year, shall receive a written sprinkling violation and will be charged a \$40.00 Administrative Fee for the second and any following violations. The \$40.00 fee will be added to their quarterly utility bill. This fee shall be in addition to any other penalties imposed by this Ordinance.

24-3. APPEAL PROCEDURE.

24-3.1. If any resident wishes to appeal their \$40.00 Administrative Fee for violation of the sprinkling restrictions, the resident may provide the Town Clerk with a written request stating the circumstances surrounding the violation(s), and request that the Town Board reconsider the Administrative Fee. The matter will then be placed on a future meeting agenda of the Town Board for consideration.

24-3.2. At the meeting the objecting person may:

24-3.2.(a). Appear and give their written or oral testimony; and/or

24-3.2.(b). Give written or oral testimony of witnesses.

24-3.3. Town Board may give its decision orally at the meeting or at a later date. The Town Board shall:

24-3.3.(a). Find for the objecting person and waive the \$40.00 Administrative Fee; or

24-3.3.(b). Find against the objecting person and impose the \$40.00 Administrative Fee; or

24-3.3.(c). Find against the objecting person and suspend collection of the \$40.00 Administrative Fee on the condition that no further sprinkling violations occur within a calendar year. However, in the event another sprinkling violation is received, the suspended fee, plus the additional fee, shall both be added to the person's quarterly utility bill.

Sprinkling Ban / Regulations

Sprinkling Ban / Regulations

Why did the City institute a sprinkling ban?

The City is required by the Department of Natural Resources (DNR) and the Minnesota Department of Health (MDH) to have a Water Supply Plan. This Water Supply Plan is also part of the City's Comprehensive Plan. These plans are required and must be approved by various state agencies. The DNR is requiring cities to adopt several conservation measures before they will approve the Water Supply Plan. One of these measures is a lawn sprinkling ban during the hours of highest water evaporation. Another measure is changing the water rate structure to charge more for water use as the use increases. In order for the MDH to issue the City its Water Appropriations Permit, the City had to get the DNR approval of the Water Supply Plan. Therefore, the City, like all other cities, had to institute a lawn sprinkling ban.

The City bans lawn irrigation between the hours of 8 AM to 6 PM everyday. This ban is good common sense and has been widely practiced in other cities for several years.

Some common sprinkling questions:

- **Are my kids allowed to play in the sprinkler during the day?** Yes, but when the kids are not playing in the sprinkler, turn the sprinkler off.
- **Can I wash my car during the sprinkling ban hours?** Yes. Be sure to use a shut-off nozzle on your hose, do not waste water by letting it run freely out of the hose. The recommended "green" method of washing your car at home is to wash it on the grass. Rinse the car off with a hose. Using a bucket of soapy water and sponge, wash the car from top to bottom. Rinse the car off with a hose. In this way, you have used a minimum of water, and the dirty, soapy water will be filtered by the lawn instead of going directly into the City's storm drain.
- **What if I water the garden using soaker hoses?** Soaker hoses are a great way to water your garden, shrubs, and trees. These hoses minimize the water lost to overspray, run-off and evaporation. However, the sprinkling ban does not allow unattended watering from 8 AM to 6 PM each day.
- **Can I hand water my garden?** You may hand water your garden, however it is recommended you use a shut-off valve on your hose. A "green" recommendation is to use a watering can instead of a hose.
- **What if I have new sod or am seeding my lawn?** The City will allow you to water your new sod or seed. While seed requires more consistent watering to keep it wet, sod should be watered in the early morning or evening, and on very hot days, at mid-day.
- **What happens if I violate the sprinkling ban?** The City will leave a notice on your door reminding you of the sprinkling ban the first time. Further violations will result in a \$200 administrative fine, and will double with each subsequent violation within a 12-month period.
- **Who should I call if someone is violating the ban?** Call the city's Engineering office at [redacted] or the city's Public Works Department at [redacted]

SINGLE FAMILY HOMES ODD/EVEN RESTRICTION

All outside sprinkling, irrigation and other non-essential outdoor use of the Municipal Water System is restricted to an odd/even system in conjunction with a 8 a.m. to 6 p.m. daily ban effective [redacted] to [redacted]

Single family homes with house addresses ending in an even house number may water lawns or use an outside hose before 8 a.m. and after 6 p.m. only on even numbered calendar days.

Single family homes with house addresses ending in an odd house number may water lawns or use an outside hose before 8 a.m. and after 6 p.m. only on odd numbered calendar days.

MULTI-FAMILY HOUSING ODD/EVEN RESTRICTIONS

The City of Minneapolis amended the ordinance related to City Water Works System in 2017. While this amendment did not change restrictions for single family homes, it did provide for changes to homeowners' associations and apartment complexes. North of Hennepin Avenue, Street may water on odd numbered days and homeowners' associations and apartments south of Hennepin Avenue, Street may water on even numbered days.

Multi-Housing Irrigation Systems Map

EXEMPTIONS

Hand held hose watering of vegetable/flower gardens, flower pots, hanging baskets, carwashing and general use of power washers are exempt from odd/even and day time watering restrictions. Exceptions are also made for landscaping, including newly seeded or sodded lawns within the first thirty (30) days of placement. To qualify for this exception, you must fill out a **sprinkling permit form**. These forms are also available at the city hall, 300 Hennepin Avenue, call Utility Billing at 612-673-3333. Private wells are exempt from these restrictions.

PENALTIES

Municipal water customers who violate this ordinance are subject to warnings and increased fines.

First offense: Warning

Second offense: \$

Third offense: \$

Each subsequent offense double: \$ \$ etc. if within the same calendar year. The fine is added to the next water bill.

Please call Public Works at 612-673-3333 with any questions or further information regarding these restrictions.

GET YOUR LAWN TESTED

Get your lawn tested before fertilizing. Mail-in soil tests are available at the **University of Minnesota Soil Testing Laboratory**. Click here to use this **soil sample information sheet**.

RAIN SENSORS

Rain sensors are now required on all newly installed sprinkler systems in Minneapolis per Minnesota Statute 103G.298 - Landscape irrigation systems. A rain sensor detects when it's raining and shuts off the sprinkler system. Sensors can be purchased from some home improvement stores or from your lawn sprinkler service company. The cost for parts is between \$40 and \$100. There is an additional charge if professional installation is needed.

The savings in water charges from the use of a rain sensor could pay for its cost in the first season. It's estimated that a rain sensor will save at least 1,225 gallons of irrigation water per household on every rainy day.

If you would like more information about rain sensors, contact your sprinkler supplier, home improvement store, or the City of Minneapolis Department at 612-673-3333.

A wonderful place to live, work and play for a lifetime.

A wonderful place to live, work and play for a lifetime.

Sprinkling Permit

Unless otherwise restricted, City ordinance allows sprinkling as follows:

- 1. Even house numbers may water on even numbered calendar days before 10 a.m. and after 4 p.m.
- 2. Odd house numbers may water on odd numbered calendar days before 10 a.m. and after 4 p.m.

PLEASE COMPLETE THIS FORM (typed or printed) TO APPLY FOR A PERMIT FOR ANY ADDITIONAL SPRINKLING.
Return the form to the attention of Utility Billing at City Hall, _____ MN
fax to _____ or scan and email to utilitybilling@_____ Questions? Call _____ or _____

Today's Date _____

Name _____

Address _____

Meter Address _____

Telephone Number

Daytime _____

Evening _____

Cell _____

Date Permit is Needed _____

Reason for Permit _____

Office Use Only

Account Number: _____

Authorized by: _____

Date Called: _____ Date Permit Expires _____

Time Called: _____

Upon approval, you will receive a phone call from the _____ and Utilities Division.
Please note that permits are NOT valid until you have received the call.
If a permit is approved, be aware that all watering must be done before _____ a.m. or after _____ p.m.

Print Form

For discussion and recommendation
Add Rain Barrels and Gray Water systems

Per state and local codes



Toilet and Clothes Washer Rebate Request Form

For more information about the Township's Water Efficiency Rebate Program go to www.ci.white-bear-township.mn.us

Send Completed Application to:

Karen Edson
White Bear Township
1281 Hammond Road
White Bear Township, MN 55110

Phone: 651-747-2755

Fax: 651-426-2058

Email: karen.edson@ci.white-bear-township.mn.us



APPLICATION MUST BE COMPLETED IN FULL

Please attach a copy of the purchase receipt or invoice (the receipt / invoice must clearly identify the model, date of purchase and the Energy Star or WaterSense program qualification information).

Rebate(s) Requested:

Energy Star Clothes Washer

WaterSense Toilet(s)

Complete information section on additional sheet provided for additional rebate requested

Water Utility Bill Account #:

Mailing Information for Rebate Check:

Property Owner: _____

Address: _____

City: _____

State: _____ Zip: _____

Installation Address (if different from above):

Address: _____

City: _____

State: _____ Zip: _____

Contact Information to Schedule On-Site Verification:

Home Phone: _____

* Cell Phone: _____

* E-mail: _____

* Optional _____

Information

Type of Product Purchased: _____

Date of Purchase: _____ Cost (pre-tax): _____

Make: _____

Model #: _____ Bowl Model #: _____ Tank Model #: _____

Company / Contractor Purchased From: _____

Cost of Installation (Receipt or Invoice must be included): _____

Property Type: Single Family Multi-Family Duplex

Customer Agreement: My signature indicates that the information provided is true, I have read and understand the Water Efficiency Rebate Program guidelines, and that I comply with White Bear Township's rebate program requirements. I have obtained all required permits. Upon compliance, a rebate will be distributed if funding is available when the application is received. I will allow a representative of White Bear Township to verify the installation before rebate check is issued.

Signature: _____

Date: _____

FOR OFFICIAL OFFICE USE ONLY

Rebate Application Received: _____

Copy of Receipt Attached? _____

Total Allowable Rebate: _____

Verified By: _____

Comments: _____

WELLHEAD & SOURCE WATER PROTECTION PROGRAM

What is a Wellhead Protection Area?

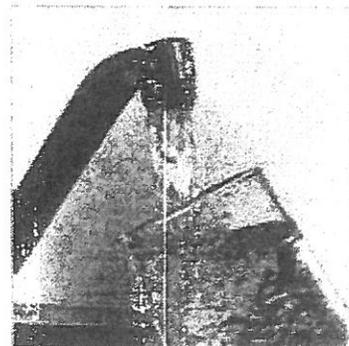
It is the area located near a City's well where surface water and pollution can eventually reach the groundwater that is pumped by the well. These areas are under protection because they are at the highest risk of adding pollutants to the City's water supply.

The areas highlighted in blue are the Wellhead Protections Areas. The area that is the darkest shade of blue is the area under the greatest protection. This area is at the highest risk of adding pollutants to the City's water supply. Please take note of where your house is located in these areas.

Potential Dangers?



It is important to keep pollutants away from the Wellhead Area because the groundwater here drains directly to the City well. Pollution of groundwater can be caused by things such as septic tanks, water run-off from roads, pesticides, fertilizers, household hazardous wastes, and much more. The consequences of polluted groundwater can include higher costs for water service associated water treatment and health risks to those drinking the water.





Utility Commission Meeting April 12, 2018

Agenda Number: 8

Subject: Next Meeting Date – Agenda Items

Documentation:

Action / Motion for Consideration:

May 2018 						
Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	<u>28</u>	29	30	31		

© www.calendarpedia.com



**Utility Commission Meeting
April 12, 2018**

Agenda Number: 9 - 10

Subject: Added Agenda Items
Adjournment

Documentation: FYI Items

Action / Motion for Consideration: