



WHITE BEAR TOWNSHIP

1858
RAMSEY COUNTY
MINNESOTA

Board of Supervisors
ED M. PRUDHON, *Chair*
STEVEN A. RUZEK
SCOTT E. MCCUNE

1281 HAMMOND ROAD
WHITE BEAR TOWNSHIP, MN 55110

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AGENDA UTILITY COMMISSION MEETING AUGUST 8, 2018

1. **7:00 p.m.** Call Meeting to Order at Township Office Conference Room, 1281 Hammond Road.
2. Approval of August 8, 2019 Agenda (Additions/Deletions).
3. Approval of July 17, 2019 Minutes (Additions/Deletions).
4. Consent Agenda:
 - a. Monthly Sewer & Water Report.
 - b. Receive Republic Services Monthly Service Report.
5. Highway 96 Discharge Fees – Discussion w/GHD Representative Regarding Reynolds Metals/Whirlpool.
6. Water Meter Installation – Failure to Install Fee.
7. Commissioner's Report.
8. Public Works Director Report.
9. Next Meeting Date / Agenda Items.
10. Added Agenda Items.
11. Adjournment.

White Bear Township's Mission:

To provide White Bear Township residents, businesses and visitors with reliable, high quality municipal services while serving as open and responsible stewards of the public trust.





Utility Commission Meeting August 8, 2019

Agenda Number: 1 – 2- 3

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

Approval of August 8, 2019 Agenda &
July 17, 2019 Minutes

Documentation: August 8, 2019 Agenda &
July 17, 2019 Minutes

Action / Motion for Consideration:

Call meeting to order:	7:00 p.m.
Approval of Agenda:	August 8, 2019 (Additions / Deletions)
Approval of Minutes:	July 17, 2019

**MINUTES
UTILITY COMMISSION MEETING
JULY 17, 2019**

The meeting was called to order at 7:02 p.m.

Present: Bernstein, DeLoach, Fredericks, Groschen, Hesse; Advisor: Christopherson; Public Works Director: Reed; Commissioner: McCune; Town Finance Officer: Kelly; Town Finance Analyst: Olinger.

Absent: Pehrson, with notice.

APPROVAL OF AGENDA (Additions/Deletions): Bernstein moved to approve the agenda as submitted. DeLoach seconded. Ayes all.

APPROVAL OF MINUTES OF JUNE 13, 2019: Hesse moved the approval of the June 13, 2019 Minutes. DeLoach seconded. Ayes all.

CONSENT AGENDA: DeLoach moved to approve of the Consent Agenda as follows: 4A) Monthly Sewer & Water Report; 4B) Receive Republic Services Monthly Service Report; 4C) Solid Waste Abatement Report. Hesse seconded. Ayes all.

COMMISSIONER'S REPORT: Commissioner McCune was present to report on the **lake level lawsuit continuation**. The Courts agreed to hear the appeal. This appeal and the last appeal were different. In terms of press, there is news from the courts but nothing from the plaintiffs. McCune noted that the Public Works Director will cover the news about **GIS Implementation**, the **Pavement Management Updates**, and the **Stormwater Projects** later in the meeting. The renovation on the **Administrative Building** will begin soon, with the outside landscaping starting first and will be done by the end of summer. The Administrative Building will see improvements on security, a substation, wallpaper and carpeting updates, digitized technology, etc. The **Employee Handbook** is also being updated. And the **Stable Property** has been appraised. Town Staff are moving towards getting it sold yet this year to a contractor.

PAVEMENT MANAGEMENT PLAN – UPDATE: The Public Works Director summarized the Pavement Management Plan and where the Town currently stands in relation to the work getting done. The Town Board approved the mill and overlay at a previous Town Board meeting and awarded the contract to Schifsky & Sons, Inc. It was noted that by this time of the year most construction crews are filled up with projects and the cost of materials is high. The bid came in at 10% higher than the Engineer's estimate. It was also noted that this project will go quickly, as the Town has scaled down the Pavement Management Plan since winter so the tax burden is lighter on residents.

There was discussion on bonding and assessments. If the Town bonds now, the first year all that will be due is the interest, with any principal payments not due beginning in 2021. The funds for the Pavement Management Projects will come from bonding. Bonds will be repaid by assessments, water, stormwater, sanitary sewer, tax levy, and Capital Improvement Funds. It was also noted that the Town can lower the tax levy for residents if other funds are available, but cannot raise it.

MINUTES
UTILITY COMMISSION MEETING
JULY 17, 2019

STORMWATER PROJECTS – UPDATE: The Public Works Director explained the three projects on agenda to have completed by the fall. First is the emergency project on Portland that was first brought up at the July 1st Town Board Meeting and the bid was awarded to Penn Contracting at the July 15th Town Board Meeting to be completed as soon as possible. The pipe extension from the pond had collapsed or corroded away, so it is the Township's responsibility to fix that quickly. The second of the two projects are St. Anthony and Park Avenue projects.

There was discussion of other projects on the list discussed at the April Utility Meeting. The Public Works Director was pleasantly surprised how everything has drained from the wet, wet spring. It was noted that if and wherever possible, Reed would squeeze in projects wherever he can to get the maximum number of projects completed per year.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director was present to discuss the Public Works report for June 2019. The bids for **Lift Station #9** were received on June 13th and preparations for that project are underway. Core & Main has begun installing **water meters** as of July 8th. It was noted that Core & Main's goal is to complete the installation of 200 meters per week in order to be finished by October at the latest. There is a sign up opportunity on the website, they are also knocking on doors when in neighborhoods. It was noted that notices were sent out in the July utility bills.

UTILITY RATE CHANGES – DISCUSSION: The Town Finance Officer and Finance Analyst were present to discuss the projected utility rate changes. Kelly explained that every year he puts together the utility rate changes projecting future goals and expenses that come up. The Town Board wants the projected budget to cover 100% of the expenses and 75% of depreciation. With the implementation of the new meters, Kelly reduced water usage by 8%.

The sewer rates are based on water usage and separated by interior and exterior usage. Personnel and benefits, include staff wages and benefits, etc. increased those items by 7% as the union contract has a 2% cost of living increase on January 1st and 1 ½ on July 1st. It was noted that the budget projects health insurance increases by 7 to 15% each year. He used the Capital Improvement Plan to show the most recent funds available, explaining that the Town will use bonding for the next 10 years to pay for improvements listed in the pavement management plan. This is shown under "Estimated New Debt".

There was discussion on the Sewer Fund and how the spreadsheet shows a little bit of a negative balance. Kelly explained that if there is a negative balance it will be balanced by 2020. As money goes out for repair and people pay their assessments for the sewer lining project in the next year or two for those repairs, the money will be replenished.

On page 28 the boxed areas are the proposed rates going forward. There was discussion on the reduced rate of 8%. There was discussion of the new water meters and whether or not the Town is confident that these meters will read the water rates more efficiently. It was the consensus that with the newer technology, these meters will read more efficiently, and therefore the 8% reduction is accurate, though the Town has enough cash to absorb any potential change in the new meter reading rates. A question was brought up of the stormwater fund spending \$360,000 annually including salaries of those working with stormwater. The Finance Officer explained that the Public

**MINUTES
UTILITY COMMISSION MEETING
JULY 17, 2019**

Works department fills out the timesheets with which area they worked in and the funds for the salaries are pulled from those areas. It was noted that Public Works spends about 10% of its time on stormwater and it has increased in the last couple years.

There was discussion on the “no irrigation ban” because of last year’s lawsuit.

Page 39 shows what residents will see on bills and there was some discussion on why high users’ costs are going down while low users’ costs are going up. It was the consensus that that should be reevaluated. Other than this item, it was the consensus that the proposed utility rate changes look good.

Fredericks recommended the Town Board to accept the Finance Officer’s proposed utility rate plans. Bernstein seconded. Ayes all.

ADDED AGENDA ITEMS: The next meeting date is scheduled to be August 8th. There were no added agenda items.

Hesse moved to adjourn the meeting at 8:29 p.m. DeLoach seconded. Ayes all.

Respectfully Submitted,

Megan R. Cavanaugh
Recording Secretary



**Utility Commission Meeting
August 8, 2019**

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 2019

SOUTH SYSTEM - WATER PUMPED

	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	YEAR TOTALS
WELL 1 & 2A	811,860	2,116,300	2,260,500	2,031,400	2,007,700	2,576,000	2,841,800							14,645,560
QRT TOTALS			6,408,200	6,408,200		7,425,500								13,833,700

SOUTH SYSTEM - WATER CONSUMPTION

	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	JAN-DEC TOTALS
RESIDENTIAL	6,319,030	6,693,957			13,012,987
COMMERCIAL	10,281	9,871			20,152
INSTITUTIONAL	161,207	156,421			317,628
HYDRANT FLUSHING		157,000			157,000
UNBILLED PUBLIC WORKS USAGE					-
UNBILLED CONSUMPTION*					-
JETTING					-
WATERMAIN BREAK WATER LOSSES	563,700				563,700
HYDRANT WATER					-
QRT TOTALS	7,054,218	7,017,249			14,071,467
DAILY AVERAGE PER RESIDENT	49	59			54
# OF WATER CONNECTIONS	509	509			509
# OF SEWER CONNECTIONS	473	478			476
YR END AVERAGES					

NORTH SYSTEM - WATER PUMPED

	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC	YEAR TOTALS
WELLS 3-6	9,074,058	20,560,000	17,924,000	20,126,700	20,099,500	29,565,500	45,243,500							162,593,258
QRT TOTALS			58,610,700	58,610,700		94,908,500								153,519,200

NORTH SYSTEM - WATER CONSUMPTION

	JAN-MAR	APR-JUN	JUL-SEP	OCT-DEC	JAN-DEC TOTALS
RESIDENTIAL	54,784,370	70,487,872			125,272,242
COMMERCIAL	10,666,932	14,156,483			24,823,415
INSTITUTIONAL	342,515	2,298,196			2,640,711
INDUSTRIAL	3,501,099	4,328,195			7,829,294
HYDRANT FLUSHING		1,442,500			1,442,500
UNBILLED PW USAGE/BACKWASH	128,600	327,500			1,395,200
UNBILLED CONSUMPTION		456,000			
JETTING		19,500			19,500
WATERMAIN BREAK WATER LOSSES	19,700				19,700
HYDRANT WATER	123,000				123,000
QRT TOTALS	69,824,516	93,741,046			163,565,562
CONSUMPTION GRAND TOTALS (NORTH AND SOUTH)	76,878,734	100,758,295			177,637,029
DAILY AVERAGE PER RESIDENT	51	74			62
# OF WATER CONNECTIONS	4238	4261			4250
# OF SEWER CONNECTIONS	4196	4219			4208
YR END AVERAGES					

TOTAL WATER PUMPED(42% OF 12/2018 + 2019) 177,238,818
 TOTAL WATER CONSUMPTION (Billed plus Non-Billed) 177,637,029
 DIFFERENCE (398,211) -0.2%

NOTE: 42% of December 2018 Water Pumped Billed in 2019 9,885,918



**Utility Commission Meeting
August 8, 2019**

Agenda Number: 4B - Consent

Subject: Republic Services Monthly Service Report

Documentation: Not Available at Time of Meeting

Action / Motion for Consideration:

Receive Information



**Utility Commission Meeting
August 8, 2019**

Agenda Number: 5

Subject: Highway 96 Discharge Fees – Discussion w/GHD
Representatives Regarding Reynolds Metals/Whirlpool

Documentation: Miscellaneous Information

Action / Motion for Consideration:

Receive Information

White Bear Township
Review of MCES Permit 2061 Billing
 Prepared April 2019. Updated July 2019.

YEAR	MCES RATE To Town per 1000 Gallons	BILLED RATE To Whirlpool per 1000 Gallons	MARGIN Over Cost per 1000 Gallons	ANNUAL GALLONS * Estimate	ANNUAL GAIN/LOSS
1989	\$0.93	\$1.402	\$0.47	*12,000,000	\$ 5,664.00
1990	\$1.04	\$1.402	\$0.36	*12,000,000	\$ 4,344.00
1991	\$1.06	\$1.402	\$0.34	*12,000,000	\$ 4,104.00
1992	\$1.10	\$1.402	\$0.30	20,472,270	\$ 6,182.63
1993	\$1.15	\$1.402	\$0.25	17,407,768	\$ 4,386.76
1994	\$1.25	\$1.402	\$0.15	10,040,835	\$ 1,526.21
1995	\$1.30	\$1.402	\$0.10	17,313,492	\$ 1,765.98
1996	\$1.37	\$1.402	\$0.03	15,653,878	\$ 500.92
1997	\$1.30	\$1.402	\$0.10	11,539,951	\$ 1,177.08
1998	\$1.35	\$1.402	\$0.05	13,127,142	\$ 682.61
1999	\$1.26	\$1.402	\$0.14	8,618,414	\$ 1,223.81
2000	\$1.20	\$1.402	\$0.20	7,333,428	\$ 1,481.35
2001	\$1.18	\$1.402	\$0.22	11,212,421	\$ 2,489.16
2002	\$1.23	\$1.402	\$0.17	10,735,895	\$ 1,846.57
2003	\$1.30	\$1.402	\$0.10	8,423,939	\$ 859.24
2004	\$1.34	\$1.402	\$0.06	8,628,965	\$ 535.00
2005	\$1.46	\$1.402	-\$0.06	8,897,502	\$ (516.06)
2006	\$1.54	\$1.402	-\$0.14	13,339,016	\$ (1,840.78)
2007	\$1.53	\$1.402	-\$0.13	14,577,734	\$ (1,865.95)
2008	\$1.70	\$1.402	-\$0.30	14,125,926	\$ (4,209.53)
2009	\$1.75	\$1.402	-\$0.35	11,144,539	\$ (3,878.30)
2010	\$1.98	\$1.402	-\$0.58	11,148,548	\$ (6,443.86)
2011	\$2.03	\$1.402	-\$0.63	12,236,621	\$ (7,684.60)
2012	\$1.85	\$1.402	-\$0.45	12,056,140	\$ (5,401.15)
2013	\$2.03	\$1.402	-\$0.63	11,061,597	\$ (6,946.68)
2014	\$2.14	\$1.402	-\$0.74	11,888,571	\$ (8,773.77)
2015	\$2.08	\$1.402	-\$0.68	12,016,358	\$ (8,147.09)
2016	\$2.35	\$1.402	-\$0.95	11,759,943	\$ (11,148.43)
2017	\$2.48	\$3.17	\$0.69	12,063,540	\$ 8,323.84
2018	\$2.42	\$4.17	\$1.75	10,822,750	\$ 18,939.81
2019	\$2.53	\$5.17	\$2.64	2,455,846	\$ 6,483.43

\$ (66,856)

Unpaid
 Unpaid
 Unpaid

The original billing rate agreed upon by William Malinen, White Bear Township Clerk-Treasurer and Steve Mockenhaupt, Conestoga-Rovers & Assoc. was \$.001402 per gallon. (See attached letter) This billing rate was \$.00047 per gallon higher than the charge from the Met Council. Using a conservative estimate of 12 million gallons discharged per year provided in excess of \$5000 per year for administrative / overhead charges.

The billed rate to Whirlpool/Reynolds Metals stayed consistent from 1989 - 2016 at \$1.402.

The MCES rate went from \$.93 in 1989 to \$2.35 in 2016.

The table from the Met Council indicates that wastewater rates have increased on average 2.9% per year over the past 20 years.

Beginning with 2017 billing to Whirlpool/Reynolds Metals, the current residential sewer rate, \$3.17 for 2017, was used. 2018 billing used the current residential sewer rate of \$4.17. 2019 billing used the current residential sewer rate of \$5.17.

To date, Whirlpool/Reynolds Metals has not approved payment of invoices that deviate from the \$1,402 rate. Outstanding invoices due to the Township total \$96,069.

Hwy 96 Dump

Town of White Bear

COUNTY OF RAMSEY
STATE OF MINNESOTA

Board of Supervisors

ROBERT J. WEISENBURGER, Chairman
GEORGE A. JUNGKUNZ
RICHARD A. SAND

1281 Hammond Road
White Bear Lake, Minn. 55110
Phone 429-5827

August 24, 1989

Mr. Steve Mockenhaupt
Conestoga-Rovers & Assoc.
382 W. Co. Rd. D
New Brighton, MN 55112

Re: Pumping at Hwy. 96 Dump

Dear Mr. Mockenhaupt,

As I discussed with you on Tuesday August 22nd., the Town of White Bear has computed the enclosed billing for the sewer pumping at the Hwy. 96 landfill in the Township.

The rate per gallon is the same as the per gallon charge for each residence in the area. This equates to \$.001402 per gallon.

The meter readings reported to us by you are:

June 14 - June 31, 1989 =	785,520 gal. X \$.001402 =	\$1,101.30
July 1 - July 31, 1989 =	1,486,920 gal. X \$.001402 =	\$2,084.66
Total due as of Aug. 1, 1989 =		\$3,185.96

I understand there will be a meter reading available monthly, therefore, a statement will be issued monthly for your convenience.

Township bills are due on or before the 16th. of each month, after the 16th. a late penalty will be added.

Sincerely,

TOWN OF WHITE BEAR



William J. Malinen
Clerk-Treasurer

WJM/jam

Enc.

Metropolitan Council Environmental Services

Year	Billed Flow (MGY)	MWCS (M\$)	incr. %	MWCS per 1,000 gallons
1980	89,918	\$47.4	13.1%	\$0.53
1981	88,488	\$50.9	7.3%	\$0.58
1982	91,161	\$58.4	14.7%	\$0.64
1983	100,114	\$61.9	6.0%	\$0.62
1984	101,245	\$66.6	7.6%	\$0.66
1985	99,954	\$70.3	5.7%	\$0.70
1986	104,990	\$78.0	10.9%	\$0.74
1987	93,425	\$82.5	5.8%	\$0.88
1988	93,958	\$87.1	5.6%	\$0.93
1989	94,893	\$88.7	1.9%	\$0.93
1990	98,583	\$102.5	15.5%	\$1.04
1991	103,252	\$109.4	6.8%	\$1.06
1992	102,829	\$112.8	3.1%	\$1.10
1993	107,103	\$123.4	9.4%	\$1.15
1994	102,866	\$128.9	4.4%	\$1.25
1995	103,847	\$134.6	4.5%	\$1.30
1996	101,596	\$139.6	3.7%	\$1.37
1997	106,838	\$138.7	-0.7%	\$1.30
1998	104,124	\$140.6	1.3%	\$1.35
1999	102,560	\$128.9	-8.3%	\$1.26
2000	99,794	\$119.8	-7.1%	\$1.20
2001	105,510	\$124.5	4.0%	\$1.18
2002	102,400	\$126.0	1.2%	\$1.23
2003	102,150	\$132.8	5.4%	\$1.30
2004	93,244	\$124.9	-5.9%	\$1.34
2005	94,570	\$138.5	10.8%	\$1.46
2006	91,860	\$141.8	2.4%	\$1.54
2007	95,633	\$146.2	3.1%	\$1.53
2008	90,664	\$153.8	5.2%	\$1.70
2009	91,958	\$161.3	4.9%	\$1.75
2010	84,519	\$167.4	3.8%	\$1.98
2011	85,294	\$172.8	3.2%	\$2.03
2012	93,681	\$173.6	0.5%	\$1.85
2013	88,134	\$178.8	3.0%	\$2.03
2014	85,007	\$184.2	3.0%	\$2.14
2015	91,495	\$190.7	3.5%	\$2.08
2016	85,601	\$201.0	5.4%	\$2.35
2017	85,298	\$211.9	5.4%	\$2.48
2018	90,748	\$219.7	3.7%	\$2.42
2019	89,991	\$227.4	3.5%	\$2.53

20 year average: 2.9%

Sarah Illi

From: Sarah Illi
Sent: Friday, June 07, 2019 9:02 PM
To: Pat Christopherson; 'Lynette Olinger'
Cc: Brian Sandberg
Subject: Proposed Resolution of Discharge Rates - Highway 96 Site Groundwater Extraction System

Hi Pat, Hi Lynette –

Just touching base on resolution of the discharge rate associated with the groundwater extraction system at the Highway 96 Site. Our clients have identified a proposed solution and I'd like to clarify next steps to potentially expedite the process.

Generally speaking, our clients would be in agreement with WBTWP using the annually-adjusted volume rate that the Metropolitan Council (MCES) charges WBTWP as the basis for calculating the discharge fees that we remit directly to WBTWP. This proposed solution is based on a combination of information shared by both parties during our meeting in April, mainly (and simplified for brevity):

- GHD's documentation that the discharge rate assessed by WBTWP since 1989 (\$1.402/1,000 gallons) was tied to the mutually-beneficial extension of WBTWP's municipal water trunk main the SE corner of North Oaks.
- WBTWP's recollection that the previously-assessed rate was also based on an anticipated discharge duration/extraction system operation period of 30 years.
- GHD's confirmation that the extraction system continues to be an effective remedy and the Minnesota Pollution Control Agency (MPCA) will require continued operation for the foreseeable future.
- GHD's clarification that the extracted groundwater is conveyed from the Site to a private forcemain that connects directly to the MCES regional interceptor sewer (at MH-6 on Robb Farm Road, under Special Discharge Permit #2061); no WBTWP sewer infrastructure is involved with the extraction system.

Please let us know if this is sufficient initial information for you to proceed internally with a recommendation to your utility commission on 6/13. Since the original set of lapsed invoices that WBTWP issued on 12/21/2018 were based on the annual volume rates that MCES charged WBTWP (referenced in the email below), it seems feasible that the proposed solution could be readily implemented. Our clients would remit payment to WBTWP for the lapsed 2017/2018 invoices based on the previously-assessed rate of \$1.402/1,000 gallons (consistent with the initial 30-yr assumption noted above) and begin remitting payment to WBTWP based on the annually-adjusted MCES volume rate (\$2.53/1,000 gallons for CY2019), starting with the discharge invoice for 2019-Q1. Our clients also share the Township's desire to formally document the new discharge rate arrangement. A brief agreement could be subsequently prepared and circulated for approval by our clients and your utility commission.

Again, please let us know if this approach could expedite resolution. Should you determine that a more detailed letter and/or presentation from GHD directly to your utility commission is still necessary, we will proceed accordingly. The June utility commission meeting is not feasible, but the July meeting (7/11) could work.

Thanks for your help,

Sarah Illi, PE (MN)
Senior Project Manager

GHD

Proudly employee owned

M: +1 612 384 2310 | O: +1 651 639 0913 | E: sarah.illi@ghd.com
1801 Old Hwy 8 NW Suite 114 St. Paul MN 55112 USA | www.ghd.com

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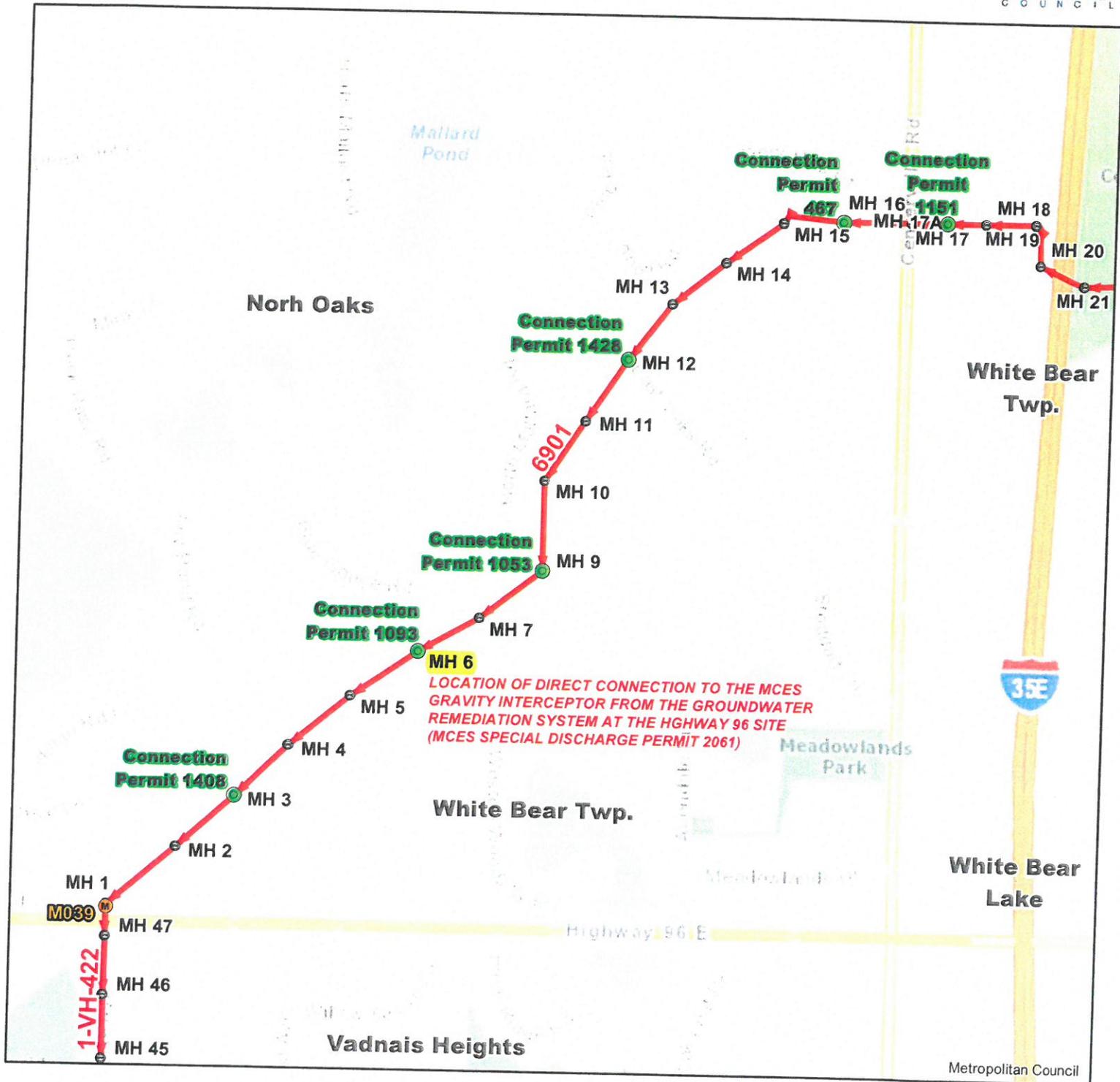


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MCES Connections

Centerville Rd. to M039 (Interceptor 6901)



Metropolitan Council

MCES Wastewater System

- Local Sewer Connections
- Meter
- Maintenance Hole
- Gravity Interceptor





Utility Commission Meeting August 8, 2019

Agenda Number: 6

Subject: Water Meter Installation – Failure to Install Fee

Documentation: Ordinance No. 12 & 54 Excerpts

Action / Motion for Consideration:

Receive Information/Discuss

Ordinance No. 12, Section 13

SECTION 13. ACCESS TO BUILDINGS. All water service through the Town Water Supply System shall be furnished through a water meter of the kind designated by the Town Board. All meters will be equipped with an outside reading device. The meter and outside reading device shall be installed in a location on the premises suitable for easy access for examination and reading, and safe from frost and other damage. All meters shall be under the control and supervision of the Town and shall be sealed by employees of the Town or persons delegated by them to perform that task.

13-1. If a water meter has not been installed at any property that has received reasonable notice, the property served by Township water shall be billed the residential non-metered water fee and the non-compliant fee as set forth in Ordinance No. 54 (Fees & Charges) until such time as water meter installation is complete.

13-2 The Town Board finds that the reading of water meters is necessary to accurately determine water usage and charges. The officers of the Town and every person delegated by them for that purpose shall have free access at reasonable hours of the day to all parts of every building and premises connected with the Town Water Supply System. However, if access to the water meter is denied, the property served by the water meter shall be billed the fixed fee rate plus the non-compliant fee as set forth in Ordinance No. 54 (Fees & Charges) until such time as the Town or its designee is permitted access to the building or premises.

13-3. At the written request of any owner a person designated by the Town may test or cause to be tested the meter supplying the premises. A meter testing fee in the amount set forth in Ordinance No. 54 (Fees & Charges) will be paid before the meter is tested. If the meter is found to be faulty, the meter testing fee may be returned. If the meter is found to be measuring water accurately, then the meter testing fee will be retained by the Township to pay for the testing. The result of such test will be reported to the owner.

13-4. If the testing of a meter as stated in Section 13-3, indicates that the register has caused overcharging to the owner, the owner may be refunded based on the corresponding quarter of the previous year, or if for any other reason the charge for such corresponding period cannot be justly applied, the charge will be equitably adjusted by a person designated by the Town.

13-5. The owner is prohibited from obstructing the meter so as to prohibit the reading or repairing of the meter.

13-6. It shall be unlawful for anyone to intentionally misread or tamper with any meter so as to avoid charges for water.

13-7. All water meters shall be obtained from the Township at the cost set forth in Ordinance No. 54 (Fees & Charges).

Ordinance No. 54, Section 7-1

SECTION 1. AMENDMENT. Section 7-1 - MUNICIPAL WATER, of Ordinance No. 54 is amended to read as follows:

7-1. MUNICIPAL WATER

FIXED FEE:

5/8 & 3/4 inch meter	Per Town Board Resolution
1 inch meter	Per Town Board Resolution
1-1/2 inch meter	Per Town Board Resolution
2 inch	Per Town Board Resolution
3 inch	Per Town Board Resolution

CONSUMPTION FEE:

RESIDENTIAL:

0 - 24,000 gallons	Per Town Board Resolution
24,001 - 39,000 gallons	Per Town Board Resolution
39,001 - 54,000 gallons	Per Town Board Resolution
>54,000 gallons	Per Town Board Resolution

RESIDENTIAL IRRIGATION (Where Metered as Irrigation):

All Use	Per Town Board Resolution
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COMMERCIAL:

All Non-irrigation use	Per Town Board Resolution
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COMMERCIAL IRRIGATION:

All Use	Per Town Board Resolution
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NON-COMPLIANT FEE:

Per Town Board Resolution
(Currently \$300.00)

**RESIDENTIAL NON-METERED
WATER FEE:**

Per Town Board Resolution

SECTION 2. AMENDMENT. Section 7-2 - SANITARY SEWER, of Ordinance No. 54 is amended to read as follows:

7-2. SANITARY SEWER

Residential Flat Rate for Sewer

Per Town Board Resolution

Metered Commercial Sewer

Per Town Board Resolution



**Utility Commission Meeting
August 8, 2019**

Agenda Number: 7

Subject: Commissioner's Report

Documentation: None

Action / Motion for Consideration:

Receive Information



**Utility Commission Meeting
August 8, 2019**

Agenda Number: 8

Subject: Public Works Director Report

Documentation: Report

Action / Motion for Consideration:

**White Bear Township
Town Board Update
On
Public Works Department Activity
(July 2019)**

1. **Lift Station Upgrades–**
 - Lift Station #10 – TKDA and Public Work’s are working with the general contractor, Lametti and Sons, to resolve an issue with Pump #1 at the lift station. Also, a review by the Public Works Director and Town Engineer of the punch list created this spring to see if all items have been addressed?
 - Lift Station #9 (the last of the Town’s 10 Lift Stations to be rehabilitated)– Starting in August. No definitive date has been set.

2. **Safety**

3. **Water Meter Repair/Reading**
 - Water meter replacement project update – M&E Construction started installations with one installer on July 8th. Through July 21st, 261 meters have been installed in Route 1 (Northeast Area of the Town). The install website has not been updated recently. I called Chris Neumann, M&E’s Operations Manager, and he stated that they have over 300 installs as of this a.m. The Town may want to consider a more strongly worded notification to resident’s in future replacement routes???
 - Commercial meter testing – A percentage of commercial meters will be tested for accuracy each year going forward. Beginning with the highest users that have not been replaced recently.

4. **2018-2027 Capital Equipment/Capital Improvement Programs**
 - TKDA’s Intern will be out locating stormwater assets with the new GPS unit soon.

5. **Storm Water Program**
 - The Town Engineer is working on the Outfalls 5 and 6 that discharge into Bald Eagle Lake soon.
 - The Town Engineer and staff will need to complete an updated SWPPP will need to be updated soon.

6. **Water system improvements/issues**
 - Manganese update
 - The Town Engineer is going to provide an agreement for the Town Board to approve regarding replacement or lining of watermain between Taylor Ave and Gaston Ave, on Hugo Road. The also East Bald Eagle Boulevard between Eagle Street and Beaver Street. There have been roughly 8+ watermain breaks between Taylor Avenue and Gaston Avenue over the last 30 years and equal number on EBE. The watermain is a 12” line. One home would be without

water. We can temporary water from a hydrant on Taylor while the work is being completed for the resident at 5475 Hugo Road.

- Hammond Road Water Tower repainting in 2019 – The painting contractor will begin preparation work the week of July 29th. The Tower will also be drained that week.
- 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 2019. The Town Engineer and Public Works Director will need to visit the possible interconnect locations to determine which is the most feasible in July.

7. Sanitary sewer system improvements/issues

- The City of Birchwood drafted a JPA and Town staff have reviewed and provided comments. Once Birchwood has incorporated staff comments, they will send the revised draft to the Town for review by the Town Attorney. They would also like the Town to approve them to access our system for a temporary bypass in the interim until the final connection is made.

8. Street Improvement Program.

- The Town Board
- Comments on the updated Emerald Ash Borer Management Plan will be shared by the Town Board with staff.

9. Sign replacement program (retroreflectivity standard)

- Street name sign replacement is proposed for 2020. Staff has completed taking inventory of our existing sign locations and number. The CIP \$\$\$ have been increased.

10. Personnel Updates:

- No updates this month

11. Park Projects:

- The Eagle Park tennis courts have been color coated and the nets are up.
- The trails along White Bear Parkway, Hammond Road, Centerville Road, Otter Lake Road, Polar Lakes Park and Columbia Park will be sealcoated in 2019. This year I will also add the Well and Lift Station parking lots. The Public Works Director is working on specifications and maps for the project to be approved by the Town Board.

12. Ramsey County Projects within the Township;

2019

- West Bald Eagle Boulevard from Co Rd H-2 to Co Rd J. A Pre-construction meeting has been set for July 1st. Updates on projected start date will be share with the Town Board at July's Executive meeting.
- Concrete Rehab of Highway 96 from I-35E to Highway 61 will begin in mid August.
- Mill and Overlay of South Shore Boulevard from White Bear Avenue to Co Rd F?

2020-2023 Proposed

- Co Rd J from Otter Lake Road to Centerville Road (Design 2020, Reconstruction 2023)
- South Shore Boulevard Mill and Overlay from White Bear Avenue to Co Rd F in 2020.
- Hugo Road Mill and Overlay from Park Ave to Co Rd J.
- Co Rd F Mill and Overlay from White Bear Avenue to East County Line.
- Mill and Overlay of Century Avenue from Co Rd E to Co Rd F.
- 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.
- East Bald Eagle Boulevard?

13. Informational sharing regarding Public Works in general:

Public Works Jobs for July 2019

1. Monthly safety inspections of, fire extinguishers, emergency lighting, eye wash stations and A.E.D., fall harnesses
2. Continuing doing water testing and monitoring of the Towns water system
3. Continuous water testing at well's 1, 3, 4, 5 and 6
4. Completed the 2nd quarter meter reading
5. Continued various water meter and Radio repairs
6. Various well house equipment repairs, Polyphosphate and Fluoride pumps
7. Various water shut off for home repairs
8. New construction water turn on's and radio programing
9. Cont. the remaining Lead and Copper tests required by the MDH
10. Gopher one locates in Township, North Oaks, Gem Lake, and Birchwood
11. Cont. patching potholes on Town roads
12. Completed the repairs in the 2019 seal coat areas
13. Started skin patching operations
14. Started roadside and trail weed cutting
15. Cont. to work on storm sewer/catch basin repairs

16. Emptied trash in all the parks
17. Over seeded Polar Lakes Soccer field goal mouths
18. Cont. cutting grass and weed whipping at Town Parks and Lots
19. Started up the irrigation at Polar Lakes, Columbia Soccer field, Admin and Public Works and completed any repairs
20. Herbicide spot treatment on wood chip trails and playground areas
21. Cont. maintenance at Polar Lakes Baseball fields agrime and pitching mound areas on all 4 fields
22. Completed West St. easement installation of picnic table, bench, trash and recycling cans
23. Tree clean up in parks and road right of way from storms

Mechanic jobs for July 2019

- Replaced the front passenger head light on # 36 (2.5 yd. dump truck)
- Replaced the drive belts, blades and hydraulic hoses on the flail mower
- Had # 30 (utility truck) cable end changed out
- Installed a axillary fuel tank on # 27 (flatbed truck)
- Worked on 2020 budget items
- Replaced the tires on # 20 (patch trailer)
- Had # 2 (John Deere tractor) front tire repaired
- Sharpened all mower blades
- Scheduled to have all 4 Town generators serviced
- Assisted Public Works



Utility Commission Meeting August 8, 2019

Agenda Number: 9

Subject: Next Meeting Date – Agenda Items

Documentation:

Action / Motion for Consideration:

September 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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	28
29	30					



**Utility Commission Meeting
August 8, 2019**

Agenda Number: 10 - 11

Subject: Added Agenda Items
Adjournment

Documentation: FYI Items

Action / Motion for Consideration:



Metropolitan Council - metrocouncil.org

COUNCIL OFFERS WATER EFFICIENCY GRANTS TO MUNICIPAL WATER SUPPLIERS

Posted In: Wastewater & Water

Date: 7/19/2019

2Share

The Metropolitan Council is offering grants of up to \$50,000 to municipal water suppliers to help increase water efficiency in their communities. Grants can be used for rebates to residents who replace inefficient water-using devices with approved devices that use substantially less water, or for irrigation system audits.

"In some cities, future population growth can be accommodated with fewer new groundwater wells, just by being more efficient with the wells we already have," explained Brian Davis, senior engineer at the Council. "This can result in savings for the utility, as well as savings for their customers."

A total of \$750,000 will be available for spending through June 2022. The 2019 Minnesota Legislature designated the monies from the Clean Water Fund of the Minnesota Clean Water, Land and Legacy Amendment.

"Conservation is the first step we should take to ensure we have sustainable water supplies for future generations," said Council Member Peter Lindstrom. "And because groundwater crosses municipal boundaries, this partnership benefits the entire region."

Council grants help growing communities use water more efficiently

\$500,000 Water Efficiency Grants

4,510
TOTAL DEVICES
REPLACED

52 million
gallons
SAVED ANNUALLY

A previous, similar grant program yielded an estimated annual savings of 52 million gallons of water.

Local governments responsible for designing rebate/grant program

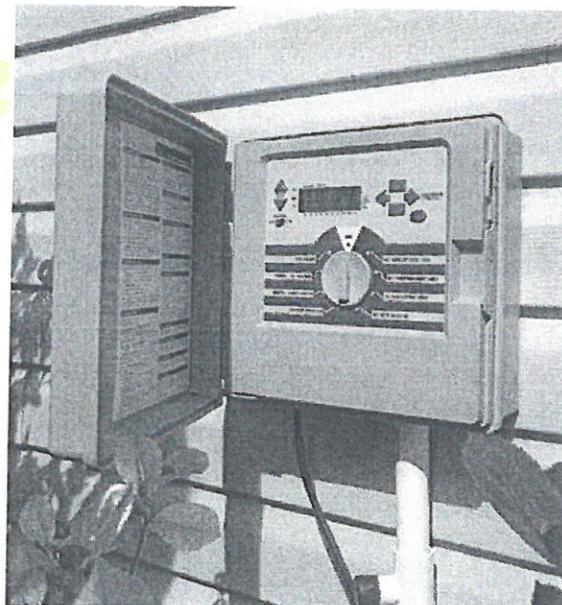
Grants will range from \$2,000 to \$50,000 to municipalities to lower the cost for residents to purchase and install products that reduce water use, such as toilets, washing machines, irrigation spray sprinkler bodies, and irrigation controllers. The products must be labelled by the U.S. Environmental Protection Agency's WaterSense program or, in the case of washing machines, by the U.S. Department of Energy's Energy Star program.

Funds can be used only for appliance replacement, not for first-time purchases for new developments.

Municipalities will be responsible for the design and operation of their rebate or grant program and its details. Council grant funds will cover 75% of program costs, with a required 25% local match. Residents must pay a portion of the cost of any appliance or water use audit they purchase.

We will accept applications through Sept. 30, 2019. Required application information includes:

- Rebate or grant program design and work plan
- Proposed examples of communications to property owners
- Requested total grant amount
- Estimated annual amount of water saved by the applying municipality



Details about the program and the grant application



If funds requested exceed funds available, these criteria will be used to determine grants amounts:

Smart lawn irrigation controllers can auto-adjust water use to weather and soil conditions.

- Municipalities that rely exclusively on groundwater
- Municipalities with identified water issues in the regional Master Water Supply Plan or their local water plan
- Municipalities' ratio of peak monthly water use to winter monthly water use
- Municipalities' average residential per capita use
- The order in which applications are received and until grant funds are fully committed.

Earlier program resulted in big water savings

The Council administered a water efficiency grant program during the 2015-17 biennium using \$500,000 from the Clean Water Fund. That program yielded an estimated total savings of 52 million gallons of water per year.

- 4,514 devices were replaced, including 2,380 toilets, 1,190 irrigation controllers, 940 clothes washers, and 4 irrigation system audits.
- Annual water savings included 29.8 million gallons from toilets; 18 million gallons from irrigation controllers; 4.2 million gallons from clothes washers; and 59 thousand gallons from irrigation system audits.

Nineteen communities participated in the earlier program.

Posted In: Wastewater & Water

Tags: