

ROCKVILLE CITY COUNCIL MEETING MINUTES

September 18, 2018

Rockville City Hall

Item 1) 9:00 a.m. Site Visit at Stickney Hill Dairy @ 1340 Prairie Dr Rockville MN (No Council Action)

Motion by Tallman, second by Simon, to dismiss the workshop and reconvene to the City Council meeting. Motion passed unanimously.

Item 2) Call to Order

The meeting was reconvened at 10.09 a.m.

Roll call was taken and the following Members were present: Duane Willenbring, Vince Schaefer, Don Simon, Rick Tallman, and Jerry Tippelt.

Staff members present: City Administrator, Martin Bode; Public Works Director, Gene Van Havermaet; Judy Neu Finance Clerk; Bolton & Menk City Engineer, Justin Kannas.

Others present: City of Cold Spring Staff, Council Members & City of Cold Spring Attorney; Planning Commission Member Chair Bill Becker; Stickney Hill Dairy Staff.

Item 3) Additions/Approval of Agenda

Motion by Tippelt, second by Simon, to approve the agenda as presented. Motion passed unanimously.

Item 4) Stickney Hill Dairy

City Engineer Justin Kannas summarize the discussion with Stickney Hill Dairy Inc. –

- Testing, location of meter, reporting of the meter
- Flume flow meter, on site pre-treatment, CBOD
- Relocate sampling location -Install a structure for flow meter and sampling location
- The letter dated September 6, 2018

Council held discussion on:

- Email from City of Cold Spring that Stickney violated the Industrial Use Discharge Permit
- Relocation of meter, non-compliance, time frame
- On site pre-treatment, separate structure, calibrating
- If possible to connect the meter to the City's SCADA system
- Recommendation of the letter dated September 6, 2018 (see below)

September 6, 2018

VIA EMAIL

gwood@stickneydairy.com

Mr. Glen Wood

Stickney Hill Dairy

PO Box 355

Rockville, MN 56369

RE: Stickney Hill Dairy Permit for Industrial Use Discharge Permit Requirements

Dear Mr. Wood:

The City of Rockville has provided notice that Stickney Hill Dairy has exceeded its CBOD limits in violation of the above-referenced permit on numerous occasions in 2017 and 2018. This has caused the City of Rockville to be out of compliance with its sewer use agreement with the City of Cold Spring.

The City, through its engineer, has determined that Stickney's sampling location is not appropriately located to capture an accurate representation of waste being discharged into the City's sewer system. In addition, the City has been unable to verify sewer usage because Stickney's flow meter is not appropriately submerged.

At the council workshop on August 29, Stickney did not provide a plan of action for correcting the sewer flow meter issues, nor has Stickney provided a proposal to account for the difference between water coming into the property and sewer flows coming out of the property.

Accordingly, the City Engineer is recommending that the Council require the following measures of Stickney Hill Dairy to ensure future compliance with the permit limits and that the City can appropriately verify the CBOD results and sewer usage:

Items to be completed by Stickney Hill Dairy:

- 1) Purchase an irrigation water meter from the City of Rockville and install it on the irrigation service inside the building at a location approved by the City prior to install.
- 2) Purchase a water meter from the City of Rockville and install it on the water supply line to the office area of the plant to meter the domestic water use. The location of the meter shall be approved by the City prior to install.
- 3) Install a parshall flume flow meter, meeting City specifications, on the sanitary sewer service line, within the Stickney Dairy property, downstream of the wye connection with the domestic and process services. Integrate sewer meter flows into the Stickney Dairy system as necessary and provide ability for Stickney Dairy to read the meter flows without access to the meter location. Also provide a manual meter reading location inside the meter structure.
- 4) Install an access point to the sanitary sewer service adjacent to the flow meter to provide the ability for the City of Rockville to complete random sampling. Relocate the Stickney Dairy sampling location to this new location.
- 5) Install an above ground building above the flow meter and sampling locations, meeting City specifications. The building shall include an entrance capable of being locked. Building access shall be restricted to the City of Rockville authorized personnel.
- 6) Submit detailed plans and specifications for the above-mentioned improvements to the City Engineer for review and approval prior to commencement of construction activities.
- 7) All work shall be inspected by the City Engineer. Schedule inspections with the City Engineer a minimum of 48 hours in advance of construction.

Flow Measurements for Sewer Billing:

Until such time that the water meter is installed on the irrigation service inside Stickney Hill Dairy, the following flows will be used for calculating sewer bills:

- 1) The water meter reading on the City's water meter on the service to the property will be used to bill sewer flows and calculate CBOD, TSS and Total Phosphorous monthly amounts.

After the irrigation meter is installed but until such time that the water meter is installed on the domestic service inside Stickney Hill Dairy, the following flows will be used for calculating sewer bills:

- 1) The meter located on the gravity sanitary sewer line in the street will be read. The water meter reading volumes for other properties flowing through this sewer flow meter will be subtracted off of the total sewer flow meter reading in the street. The net volume will be the total sewer flow coming out of Stickney Hill Dairy (process wastewater plus domestic wastewater).

After the water meter is installed on the domestic service inside Stickney Hill Dairy but prior to the parshall flume sewer meter installation and calibration, the following flows will be used for calculating sewer bills:

- 1) The meter located on the gravity sanitary sewer line in the street will be read. The water meter reading volumes for other properties flowing through this sewer flow meter and the domestic water meter reading volume for Stickney Dairy will be subtracted off of the total

sewer flow meter reading in the street. The net volume will be the total sewer flow coming out of Stickney Dairy (process wastewater only).

After the parshall flume sewer meter installation and calibration, the following flows will be used for calculating sewer bills:

- 1) The parshall flume sewer meter readings on the Stickney Hill Dairy service line will be read by the City of Rockville from the meter reading inside the meter structure on a monthly basis. Meter readings for calculations based on daily testing results will be by Stickney Dairy utilizing their integrated system.

Completion of Improvements:

- 1) Plans and specifications for the above-mentioned improvements shall be submitted to the City Engineer for review and approval by October 31, 2018.
- 2) Installation of the domestic water meter and irrigation water meter shall be complete or before October 31, 2018.
- 3) The new access point for the sampling locations and the construction of the above ground building above the flow meter and sampling locations shall be complete on or before May 15, 2019.
- 4) The parshall flume sewer flow meter shall be installed, calibrated and in working operation on or before May 15, 2019.

In addition, Stickney Hill Dairy will reimburse the City, within 30 days of receipt of invoices, for all engineering fees, sampling costs and attorney fees incurred as a result of Stickney's permit violations.

Furthermore the current utility bill (May-June and July-August) must be paid in full by September 27, 2018 or water service will be shut off.

This information is provided for your review and comment. We will be asking the City Council to adopt these requirements at the meeting on September 12, 2018.

Motion by Schaefer, second by Tippelt, to approve the above letter from City Attorney dated September 6th, 2018, within the timeline, allow some minor variation to the design process, submit plans and specification to the City Engineer for approval by October 31, 2018 and submit plans to the November 14, 2018 Council meeting for final approval. AYES: Tippelt, Schaefer, Simon, Willenbring. Abstain: Tallman. Motion passed.

Motion by Schaefer, second by Tippelt, to approve Resolution 2018-34 supporting the City of Cold Spring decision to cancel the Industrial Use Discharge Permit for Stickney Hills Dairy. Motion passed unanimously.

Recessed to Item 10) Closed Meeting 10:58 a.m. until 11:21 a.m.

Reconvene Council Meeting at 11:27 a.m.

Item 5) 230th Street

September 17, 2018

Memorandum

From: City Engineer Justin, Kannas

The City Council is considering options to alleviate the wash boarding conditions on 230th Street. As you are aware, approximately 4,200 feet at a 22' width of 230th Street was added into the 2018 Street Maintenance Project to reclaim the existing bituminous surface and leave it as a bituminous reclaimed surface. According to information from past project research and soil borings, the depth of unstable organic soils located below the roadway makes it unfeasible to perform soil corrections to provide the roadway with a permanent base stable

enough to support a new bituminous pavement surface. Therefore, it is my understanding that the desire of the City is to leave 230th Street as a gravel roadway at this time.

A recommendation by Brian Herberg, the contractor performing normal routine blade work for the City, is to place approximately 4-inches of Class 5 on top of the existing reclaimed surface. An estimate of \$32,480 was provided by Brian to complete this work. Brian has indicated that he believes this will be an adequate amount of aggregate material to blade out during the year and maintain a reasonable driving surface, greatly reducing but not necessarily eliminating the wash boarding.

After discussion with Brian, I am in agreement with Brian's recommendation to place 4-inches of Class 5 aggregate surfacing on top of the existing reclaim material.

An option that the City may want to consider in the future, either on this roadway or other roadways, experiencing significant wash boarding or blade work is the use of Base One stabilization material. The Base One material has been used on gravel roads by some counties in Minnesota and North Dakota with limited aggregate resources to greatly reduce wash boarding and gravel maintenance throughout the year. Counties have reported a 7 to 10 year life of the aggregate with very limited blade work required and no added aggregate required. A cost of \$1.74 per S.Y. was bid on the 2018 Street Maintenance project for the injection of this material with the use of a reclaim machine. For reference, the area of 230th Street that was reclaimed was 10,267 S.Y. Using the bid price of Base One at \$1.74/SY, total Base One cost for 230th St. would be about \$20,000 including a small mobilization cost.

Due to the fairly significant cost of Base One for 230th Street, it would be my recommendation to complete the addition of 4-inches of Class 5 aggregate and evaluate the performance without the addition of Base One material. If the desired level of performance is not achieved, Base One addition could be considered next year.

Motion by Tallman, second by Tippelt, to proceed with adding 4 inches of non-granite class 5 to the existing reclaim surface and to seek quotes and not to exceed \$33,000. Motion passed unanimously.

Item 6) Chapel Street

City Engineer Justin Kannas reported he would like additional time to meet with the contractor on site and discuss some more specific options and pricing before providing a firm recommendation to council. He would like to bring this item to the October council meeting.

Council decided at the end that the Public Works Department will put larger rock on shoulder to see if that will help eliminate washouts.

Item 7) & Item 8) 2019 Seal Coating & 2019 Street Project-Lake Road, Lena Lane, White Oak Road:

City Engineer Justin Kannas provided approximate costs for a reclaim and overlay project (similar to what we did this year) for the following road sections:

Street Segment	Total Project Cost	Length of Road	
Lake Road	\$ 360,000	7100	
Lena Lane	\$ 124,000	2600	
White Oak Road	\$ 137,000	2740	
Total Cost	\$ 621,000	12440	Feet
		2.36	Miles

Discussion was held on:

- Lake Road, Lena Road & White Oak Road
- Seal Coating
- Pleasant Road
- Reshape Lake Road drainage issue
- Water main
- State grant money for water

Roads, Trail & Utility Advisory Committee (R.T.U) and the City Engineer meet and give direction on future road projects and what roads to seal coat.

Item 9) Budget

- a) Resolution 2018-32 Approving 2019 Preliminary Budget

Administrator Bode summarized with Council the items that were adjusted or removed from the budget. The current proposed budget is 120.15% over last year's budget.

Motion by Schaefer, second by Tippelt, to approve Resolution 2018-32, Adoption of the Preliminary 2019 Tax Levy of \$1,574,841.00. Motion passed unanimously.

Item 10) Closed Meeting - Per State Statute 13D.05, subd. 3(b) Attorney-Client Privilege, to discuss active and pending litigation.

Motion by Tallman, second by Simon, to adjourn the closed meeting at 11:21 a.m. Motion passed unanimously.

Item 11) Summarize Closed Meeting

Council held a closed meeting via conference call with LMC appointed attorney, James Thomson. Mr. Thomson has looked into environmental concerns that were brought up during the subdivision process. Mr. Thompson will work with the client to resolve the issue.

Item 12) Adjourn

Motion by Simon, second by Tallman, to adjourn the meeting at 12:34 p.m. Motion passed unanimously.

Respectfully Submitted,

*Martin M. Bode
City Administrator*