



AGENDA ITEM # 5.2

REPORT TO CITY COUNCIL

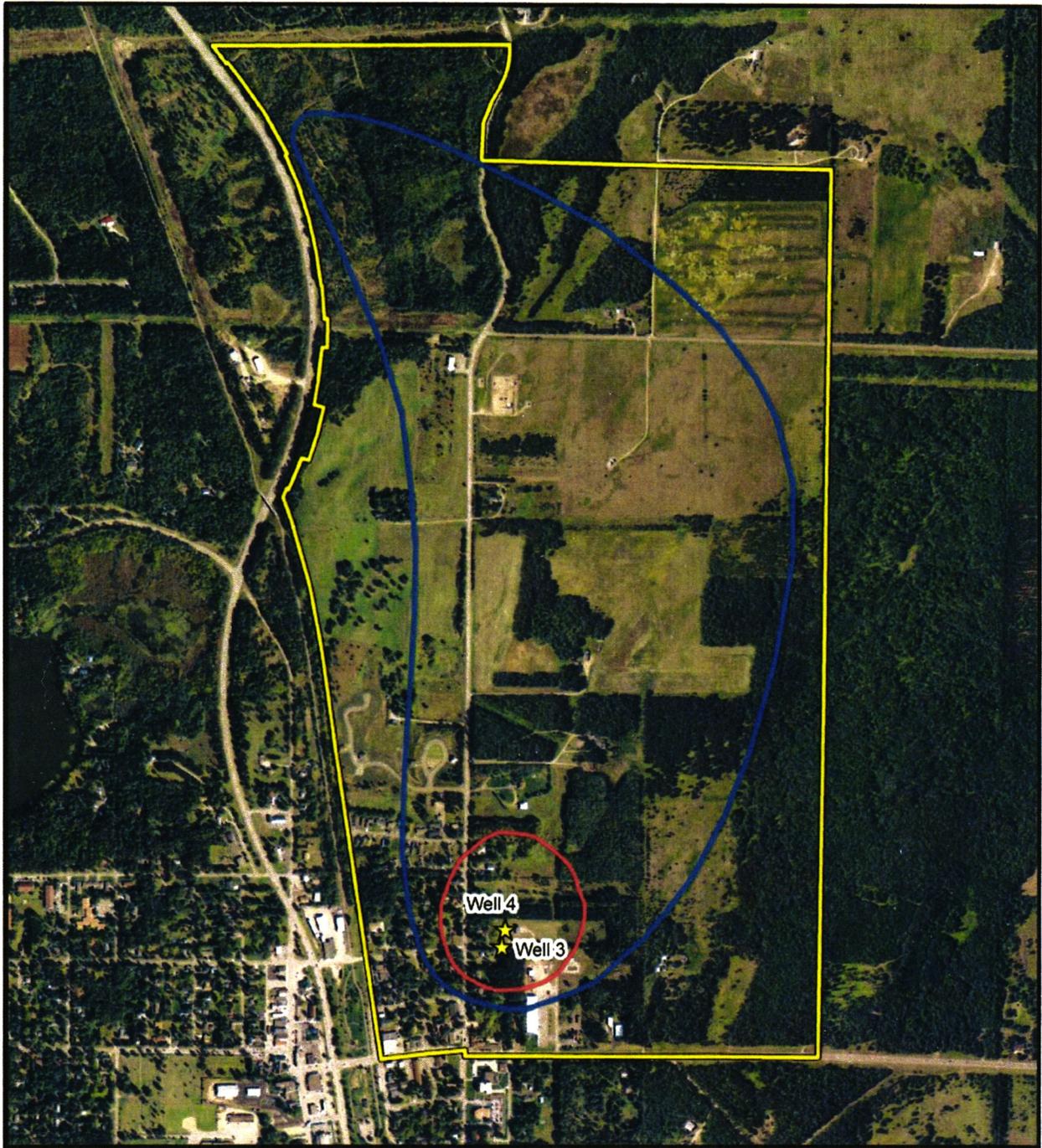
Report Prepared by: Dawn Bittner

Date: May 7, 2019

Subject: Wellhead Protection Plan

Report: Dawn Bittner, Wellhead Protection Manager, will provide an update on Wellhead Protection activities.

Council Action Requested: No action requested.



- ★ City Wells
- Emergency Response Area
- Wellhead Protection Area
- Drinking Water Supply Management Area

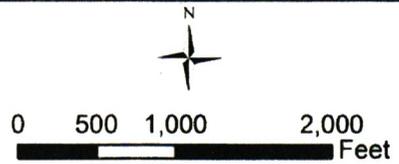


Figure 1
Wellhead Protection and
Drinking Water Supply Management Area

City of Pequot Lakes

Wellhead Protection Program Evaluation

Evaluation Completed By (Wellhead Protection Manager):	Dawn Bittner
Date Evaluation Completed:	March 7, 2019

Plan Evaluation Frequency:	
	According to the wellhead protection plan if less than 2.5 years.
X	2.5 years
	When a wellhead protection plan is amended.

Copies of Evaluation Presented or Sent to:	
X Minnesota Department of Health Attn: Trudi Witkowski Environmental Health Division Source Water Protection Unit P.O. Box 64975 St. Paul, MN 55164-0975	Council or Board Presentation May 7, 2019 X Wellhead Protection File

I. Changes to Water System, Delineations, or Contaminant Sources

A. List the unique number and locations of new wells installed since the last plan evaluation:

Unique Well Number	Date Online	Delineation Completed?
None		

B. List any new facilities or changes in current facilities in the drinking water supply management area(s) that may be of concern with regard to groundwater quality (list the facility name and nature of concern):

Facility Name	Change	Distance to Well	Well Number	Date Change Made
None				

C. Was any component of the contingency plan implemented by your system at any time since the last program evaluation?

Yes (What was the reason? _____)

No: None implemented.

List changes that are needed in the contingency plan and update the plan accordingly:

1.

II. Wellhead Protection Plan Evaluation Approaches

In letters A-D below, complete the sections that apply to the evaluation approaches that were specified in your wellhead protection plan (Chapter 6).

A. (Summarize efforts or attach report of sampling results and conclusions.)

City wells sampled for parameters under Safe Drinking Water Act. No contaminants have been detected at action levels. City continues to monitor wells.

**B. Documenting inventory control of potential contaminants.
(Summarize efforts.)**

C. Documentation of the implementation of wellhead protection measures.

Sixteen of 21 Action Items were completed in 2016/2017 and 15 of 16 Action Items were completed in 2018/2019. Implementation was reviewed by the Wellhead Protection Team April 10, 2019.

The following activities were completed:

- ✓ Update the Minnesota Rural Water Association's "*Where Does My Drinking Water Come From?*" brochure;
 - ✓ Annually update and educate the Council on importance of Wellhead Protection and Wellhead Protection activities;
 - ✓ Request County to continue to identify Wellhead Protection and Pequot Lakes DWSMA as a high priority in the County Water Plan;
 - ✓ Maintain and update Wellhead Protection information on the City's website;
 - ✓ Educate the public on water conservation practices; include on website and mail with July utility bills;
 - ✓ Provide information on proper management and sealing of wells within the DWSMA;
 - ✓ Remind recycling provider of Importance of monitoring the Used Oil Recycling Station;
 - ✓ Update list of wells and their status in the DWSMA;
 - ✓ Hold semi-annual Wellhead Plan Team meeting (annual);
 - ✓ Wellhead Protection Manager will monitor for new potential contaminant sources within the Imminent Wellhead Management Zone of the City wells;
 - ✓ Educate public about importance of sealing unused wells; maintain information on website;
 - ✓ Review and update Emergency Contingency Plan as needed;
-

- ✓ Continue to attend Planning Commission and City Council meetings to advocate Wellhead Protection Planning;
- ✓ Request MDH Hydrologist & Planner review for groundwater related concerns or questions;
- ✓ Developed a Water Conservation Ordinance;
- ✓ Future Land Use Map amended as it relates to the new alignment of State Highway 371;
- ✓ Provide map of DWSMA & WHP info to Fire Department and County Highway Department;
- ✓ Documented Wellhead Protection activities;
- ✓ Submitted annual year-end report on completed Wellhead Protection activities to City Council.

Plan Strategies:

D. Using monitoring data that are required by existing laws and rules in effect at the time of plan adoption. (List data used and summarize conclusions made from data.)

III. New Wellhead Protection Data
--

List any new data that relates to wellhead protection delineations or source management (i.e., groundwater study results, water quality monitoring data, well construction logs, etc.) that may be used during the next update of the wellhead protection plan:

Nature of Data	Source of Data
None	

IV. Plan Implementation Administrative and Financial Concerns
--

A. Estimate the annual expense of plan implementation for each plan year including staff time

and actual dollar amount spent.

Year	Annual Expense	Year	Annual Expense
		6	\$400.00
2	\$400.00	7	\$400.00
3	\$400.00	8	\$500.00
4	\$400.00	9	\$500.00
5	\$400.00	10	\$500.00

B. Estimate full-time equivalency (FTE) spent on wellhead protection implementation in terms of percentage of FTE.

FTE _____ % Estimate approximately 20 hours per year.

C. Has the wellhead protection budget been adequate to conduct wellhead protection implementation activities during the last evaluation period?

Yes No

If no, where could it improve?

D. Itemize difficulties incurred during your plan implementation.

None.
