

RECEIVED

APPROVED

SEP 8 2021

SEP 17 2021

Source Water Protection Unit

Source Water Protection Unit

**NONVULNERABLE
WELLHEAD PROTECTION PLAN EXTENSION**

for

*City of Ashby
PWS ID # 1260001*

*Wellhead Protection Plan Evaluation
Updated Implementation Table*

This plan extension is in effect from:
2022 to 2031

Wellhead Protection Plan Evaluation

A. Documentation of the implementation of wellhead protection measures.

*Summarize your implementation efforts. You can either attach a copy of the pages from your current plan with the measures you have implemented circled and the date(s) when the measure was implemented noted, or insert the information below. **Materials located below.***

B. Additional Financial Resources

Have you taken advantage of local, state, or federal financial resources (such as Well Sealing Grants, SWP Grants, Clean Water Fund Grants or LCCMR funds) to help you implement your wellhead protection plan? YES NO

C. List problems and difficulties you have had with plan implementation.

Are there budget or staff constraints which are hindering implementation efforts? YES NO
Comments:

Do you lack the authority or expertise to implement some WHP Plan strategies? YES NO
Comments: Outside jurisdiction

Have you experienced difficulties in working cooperatively with federal, state, or local agencies to protect your drinking water? YES NO
Comments:

Land Use Controls and Management - Implementation Action Items																		
Action	Priority	Description	Objective Addressed	Cooperator (s)	Cost	Implementation Time Frame												
						2022	2023	2024	2025	2026	2027	2028	2029	2030	2031			
Action 9	Moderate	Mail a letter to Grant County and ask that the city be able to provide formal comments on any pending land use changes within the DWSMA and two miles of the city limits. Request to be notified of any pending changes in land uses so the City has the opportunity to comment on any pending land uses.	1&2	Grant Co.	Staff Time	•												
Action 11	Moderate	The City will design and implement a backflow prevention inspection program. The program will inspect commercial establishments to insure backflow preventers are installed and functioning properly if funding is available. Grant Funded.	2&6	MDH, Consultant	Staff Time, \$3500						•							

Reporting and Evaluation - Implementation Action Items																		
Action	Priority	Description	Objective Addressed	Cooperator (s)	Cost	Implementation Time Frame												
						2022	2023	2024	2025	2026	2027	2028	2029	2030	2031			
Action 12	High	Complete an annual report and annually brief the Council on management priorities for the upcoming year and the status of implementation.	4	City Council	Staff Time	•	•	•	•	•	•	•	•	•	•	•	•	•
Action 13	Moderate	Conduct a self-evaluation every 2.5 years on the wellhead protection progress and submit the report to the MDH Planner. Present 8 year evaluation at the Scoping One meeting for plan amendment.	4	MDH	Staff Time			•			•					•		

Inner Wellhead Management Zone - Implementation Action Items															
Action	Priority	Description	Objective Addressed	Cooperator (s)	Cost	Implementation Time Frame									
						2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Action 14	Low	Assist MDH staff in completing the Inner Wellhead Management Zone Inventory for the public water supply wells.	2&5	MDH	Staff Time					•					•
Action 15	High	Follow all setback requirements for new potential contaminant sources within the IWMZ.	2&5	MDH	Staff Time	•	•	•	•	•	•	•	•	•	•
Action 16	High	Implement the WHP Measures and Findings in the IWMZ Inventory and Sanitary Survey Reports.	2&5	MDH	Staff Time, \$500	•	•	•	•	•	•	•	•	•	•
Action 17	High	Contact your MDH Planner if changes to the locations or construction of potential contaminant sources are proposed in the IWMZ.	2&5	MDH	Staff Time	•	•	•	•	•	•	•	•	•	•

Data Collection - Implementation Action Items															
Action	Priority	Description	Objective Addressed	Cooperator (s)	Cost	Implementation Time Frame									
						2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Action 18	Moderate	Work with MDH to review old municipal well and boring information to help locate and determine efforts needed to address former city wells or borings without sealing records.	3	MDH	Staff Time, \$250						•				
Action 20	Low	Collect samples in active wells for stable isotopes of water (tritium) in year nine. MDH funded	3	MDH	Staff Time, \$100								•		

Contingency Strategy - Implementation Action Items														
Action	Priority	Description	Objective Addressed	Cooperator (s)	Cost	Implementation Time Frame								
						2022	2023	2024	2025	2026	2027	2028	2029	2030
Action 21	Moderate	The City will annually review and update their Contingency Strategy to keep emergency data current.	6			•	•	•	•	•	•	•	•	•

Contingency Strategy - Implementation Action Items (cont.)														
Action	Priority	Description	Objective Addressed	Cooperator (s)	Cost	Implementation Time Frame								
						2022	2023	2024	2025	2026	2027	2028	2029	2030
Action 24	Moderate	Install necessary wiring and electronic controls to connect back-up generator to water plant for continued water supply during loss-of-power occurrence if funding available. Grant funded.	6	Engineer, Electrical Contractor, Inspector	Staff Time, \$10,000	•								
Action 25	Low	Purchase and install back-up generator for water plant to assure continued water supply during loss-of-power occurrence if funding available. Grant funded.	6	Engineer, Electrical Contractor, Inspector	Staff Time \$25,000		•							

CITY OF ASHBY CONTINGENCY STRATEGY

I. PURPOSE

The purpose of this Contingency Plan is to establish, provide and keep updated, certain emergency response procedures and information for the Ashby Water Utility which may become vital in the event of a partial or total loss of public water supply services as a result of natural disaster, chemical contamination, or civil disorder of human-caused disruptions.

II. PUBLIC WATER SUPPLY CHARACTERISTICS

A. CURRENT SUPPLY SOURCE

The Ashby Water Utility supplies water to the City of Ashby. The system uses two wells finished into the Quaternary water table aquifer. Below is a table with particular characteristics of each well.

	Well 3 Number: 520116	Well 4 Number 617243
Supply Source	Buried Sand	Buried Sand
Well Depth (ft.)	170' 20' screen	161' 20'screen
Well Diameter (in.)	8"	10"
Well Capacity (gpm)	250	250
Well Production (gpm)	220	185

B. TREATMENT

Filtration (Iron and Manganese removal), Chlorination, Fluoridation, corrosion control.

C. STORAGE AND DISTRIBUTION

The system currently contains one 100,000 gallon elevated storage (130 foot) tower, in addition to necessary piping and valving. The water system contains 220-metered connections. Some of the distribution is looped but the system does contain 12 dead ends- Prairie Circle and Prairie Drive are the largest.

D. MAPS/PLANS

The Ashby Water Utility has up to date maps of the water system. These maps are available and on file at the Ashby Water Utility Office. Additional sets of these maps are stored off site at WSN in Alexandria MN the event of a fire, natural disaster or other catastrophic event impacting the Ashby Water Utility.

III. PRIORITY OF WATER USERS DURING WATER SUPPLY EMERGENCY

Water Use Category	Maximum daily use (gpd)	Minimum daily use (gpd)
Residential	30,457	12,957
Institutional	2,043	2,043
Commercial	32,500	15,000
Industrial	NA	NA
Irrigation	NA	NA
Unaccounted	NA	NA
Wholesale	NA	NA

IV. ALTERNATIVE WATER SUPPLY OPTIONS

A. SURFACE WATER SOURCES AND TREATMENT NEEDS

Pelican Lake is the closest surface water supply. The Minnesota National Guard has the ability to provide emergency treatment of surface waters for human consumption. The following procedure is recommended:

1. Contact the Grant County Sheriff (218) 685-8281 to request assistance from the Minnesota National Guard.
2. Sheriff contacts the Minnesota National Guard, Division of Emergency Management, the State Duty Officer at (800) 422-0798, and the Community Support Group at (651) 282-4013 to request assistance for the Utility.
3. The Minnesota National Guard has the ability to provide Reverse Osmosis Water Purification Units (ROWPU) capable of supplying up to 1,500 gallons-per-hour, or 25 gallons-per-minute of potable water.

B. BOTTLED WATER SUPPLIES, DELIVERY AND DISTRIBUTION

1. The Minnesota National Guard can furnish equipment capable of hauling up to 2,000 gallons of potable water from another water supply to a city distribution point or facility in an emergency (see above for notification process).
2. The following vendor can be contacted for providing bottled water supply in the event of an emergency. These vendors are capable of providing bulk, bottled water in five-gallon containers. Truckload and pallet quantities are usually on hand and available.

Vendor: Walmart Fergus Falls
3300 MN-210 W, Fergus Falls, MN 56537
218-739-5552

Culligan Water
40 Central Ave N, Elbow Lake, MN 56531
218-685-4040

C. SYSTEM INTERCONNECTS WITH OTHER WATER SUPPLIES

We have no opportunities to have any interconnects at this time.

D. NEW WELL

No

E. EMERGENCY OR BACKUP WELLS

None

F. EMERGENCY TREATMENT OF WATER SYSTEM

NA

G. SOURCE MANAGEMENT (BLENDING)

This is not an applicable option based on the existing infrastructure of the Ashby Water Utility.

V. INVENTORY OF AVAILABLE EMERGENCY EQUIPMENT AND MATERIALS

<u>Description</u>	<u>Owner</u>	<u>Telephone</u>	<u>Location</u>
Well Repair	Randy Catoe	218-747-2039	Ashby MN
Pump Repair	Randy Catoe	218-747-2039	Ashby MN
Electrician	Jeff Driggins	218-747-2252	Ashby MN
Electrician	John Driggins	218-747-2252	Ashby MN
Plumber	Kevin Fick	218-747-2909	Ashby MN
Backhoe	Tony Anderson	218-770-5814	Ashby MN
Chemical Feed	Hawkins	701-361-2991	Fargo ND
Meter Repair	Core & Main	701-219-7480	Fargo ND
Generator	MN WARN	800-367-6792	Elbow Lake, MN
Valves	Core & Main	701-219-7480	Fargo ND
Water Tower	Water Tower Clean	608-279-3438	WI

VI. NOTIFICATION PROCEDURES

A. LEAD COORDINATING AGENCY

Water System		After Hours	Work
Personnel	Name	Telephone	Telephone
Mayor/Board Chair	Tom Grover	218-747-2292	218-770-4293
Council Members	Wayne Stierlen	218-747-2274	218-205-6443
Council Members	Jeremy Obright	218-747-2148	218-282-0210
Council Members	Ronnie Jaenisch	218-747-2936	320-760-0769
Council Members	Carrie Obright	218-747-2148	320-219-1107
State Incident Duty Officer	NA	NA	800-422-0798
County Emergency Director	Greg Lillemon	218-747-2504	218-685-4967
Fire Chief	Robby Risbrudt	911	218-770-7487
Sheriff	Grant County S.O.	911	218-685-8280
System Operator	Troy Johnson	218-766-4879	218-766-4879
School	Ashby Public School		218-747-2257
Ambulance	Ashby Ambulance	911	911
Hospital	Prairie Ridge		218-685-4461
Power Company	Ottertail Power	1-800-257-4044	218-736-6947
Grant Co. Highway Department	Tracey Vonbargen	218-770-2840	218-685-4481
Telephone Company	Park Region	218-826-6161	
Neighboring Water System	City of Evansville	320-219-3929	
MPCA Groundwater Division		NA	
MRWA Technical Services	Ben Oseien	218-821-1647	218-821-1647
MDH Public Water Supply	Lucas Hoffman	218-332-5147	218-770-0482

A. Incident Assessment Team

Responsible Party	Name	After Hours Telephone	Work Telephone
Mayor/Board Chair	S.A.A.	S.A.A.	S.A.A.
Council Members	S.A.A.	S.A.A.	S.A.A.
MNWARN	MNWARN	800-422-0798	800-422-0798
Fire Chief	S.A.A.	S.A.A.	S.A.A.
Sheriff	S.A.A.	S.A.A.	S.A.A.
County Emergency Director	S.A.A.	S.A.A.	S.A.A.
Hazardous Materials Response	Ashby Fire Dept.	911	911
System Operator	S.A.A.	S.A.A.	S.A.A.

S.A.A = Same As Above

C. Public Information Plan

1. Primary spokesperson for the media and/or public comment in the event of an emergency or contamination incident.

Name: Tom Grover
Title: Mayor, City of Ashby
Address: Ashby City Hall

After Hours Phone: 218-747-2292
Work Phone: 218-770-4293

Public Information Center Location during Emergency: Ashby City Hall

Alternate Location: Ashby Public School

Times Available: As required

2. Information checklist to be conveyed to the public media:

Name of water system: City of Ashby

Contaminant of concern and date: _____

Source of contamination: _____

Public health hazard: _____

Steps the public can take: _____

Steps the water system is taking: _____

Other information: _____

3. Media Contacts

Media	Name	Telephone	Address
Newspaper	Ashby/Dalton Post	218-864-5952	114 N. Lake Ave Ashby, MN 56515
Radio	KBRF Radio	218-736-7596	7285 Western Ave Fergus Falls, MN
TV	WDAY	701-237-6500	301 8 th St S Fargo, ND 58103

VII. MITIGATION AND CONSERVATION

A. MITIGATION

1. Infrastructure maintenance/upgrades/maps:

We do annual flushing, valve turning, hydrant repair and painting. As upgrades are done to the system, maps are updated and reprinted.

2. Regular inspection of tower, well, pump house:

The water treatment plant for each well is inspected daily, along with each well and pump. The water tower is inspected weekly with an in depth inspection every 5 years.

3. Staff emergency training:

Training is underway due to recent staff turnover. Staff training updated as required.

4. Site new backup well: N/A

5. System valveing to isolate problems:

We have maps located at the Ashby Water Utility Office that show locations of main, hydrant and service valves. We are in the process of GIS locating all valves, curb stops & manholes.

6. Sanitation procedures for construction/repairs:

Shock chlorination by the contractor is undertaken after the completion of any new construction or repairs. The area is then flushed and tested for coliform bacteria.

7. Other:

All services are metered, which helps focus attention during a crisis.

B. CONSERVATION

1. Water Meters

Water meters are installed when service is turned on and read on a monthly basis. The utility can track water use by connection.

2. Public Education

A consumer confidence report is provided annually to residents.

3. Rate Structure

\$28 base rate; \$7.25 per 1,000 gallons.

Action 5	Low	The City will share information regarding the location of any potential Class V well(s) with MDH if any well(s) are located within the DWSMA in the future. None identified	2&3	MDH EPA	Staff Time	As needed												
Action 6	High	The wellhead protection team/manager will continually attempt to locate new wells & potential contaminant sources in the DWSMA. This will be accomplished through direct contact with landowners and through visual observation as the WHP team travels through the DWSMA. None identified	2&3		Staff Time	•	•	•	•	•	•	•	•	•	•	•	•	•
Action 8	Low	It is always difficult to foresee or plan for the future. If a critical issue or potential contaminant threat becomes an issue in the future for the City, the City will promptly take actions to prevent this contaminant source from polluting their drinking water supply. None identified	2	MDH, EPA, MRWA, MPCA, MN DNR	Staff Time	As needed												

Land Use Controls and Management - Implementation Action Items

Action	Priority	Description	Objective Addressed	Cooperator (s)	Cost	Implementation Time Frame												
						2013	2014	2015	2016	2017	2018	2019	2020	2021	2022			
Action 9	Moderate	Mail a letter to Grant County and ask that the city be able to provide formal comments on any pending land use changes within the DWSMA and two miles of the city limits. Request to be notified of any pending changes in land uses so the City has the opportunity to comment on any pending land uses. Completed 2013	1&2	Grant Co.	Staff Time	•					•						•	
Action 10	Moderate	The DWSMA will be added to City maps as deemed appropriate. The city will use its Planning & Zoning capabilities to help respond to new/unknown source water protection issues that may impact drinking water quality or quantity. Grant Funded. Completed 2013	1&2	Engineer/GIS Consultant	Staff Time \$1500		•				•							•
Action 11	Moderate	The City will design and implement a backflow prevention inspection program. The program will inspect commercial establishments to insure backflow preventers are installed and functioning properly if funding is available. Grant Funded. Completed 2013	2&6	MDH, Consultant	Staff Time \$3500		•				•							•

Data Collection - Implementation Action Items

Action	Priority	Description	Objective Addressed	Cooperator(s)	Cost	Implementation Time Frame										
						2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
Action 18	Moderate	Work with MDH to review old municipal well and boring information to help locate and determine efforts needed to address former city wells or borings without sealing records. Completed 2013/2014	3	MDH	Staff Time \$250						•					
Action 20	Low	Collect samples in active wells for stable isotopes of water (tritium) in year nine. MDH funded Completed 2019/2020	3	MDH	Staff Time \$100								•			

Contingency Strategy - Implementation Action Items

Action	Priority	Description	Objective Addressed	Cooperator(s)	Cost	Implementation Time Frame										
						2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	
Action 21	High	The City will annually review and update their Contingency Strategy to keep emergency data current. Completed annually	6		Staff Time	•	•	•	•	•	•	•	•	•	•	•
Action 22	High	Transmit DWSMA map to spill response agencies: MN DOT, Ashby Fire Department/First responders and Grant County Emergency management Completed 2013	6	MN DOT, Grant County, First Responders	Staff Time \$100	•					•					