Shorewood Park Sanitary District
Special Meeting-Permit Review and Planning Meeting-*approved*
Tuesday, July 28, 2026

Attendees: Rich Storck, Matthew Anderson, Sue Means, Al Powers, Dean Findell, Tina Heidelberger

Discussion centered on the new MPCA permit requirements and the HR Green proposal to support compliance planning. The permit is effective for five years, but the district must begin meeting certain planning requirements within the first six months.

The group generally agreed that compliance requirements will be a major effort and that the district does not currently have the capacity to complete all required work internally. HR Green's proposal was discussed as a qualified third party to evaluate the system, organize records, document existing infrastructure, recommend improvements, and support compliance reporting.

The group noted that HR Green's proposed scope is organized by task areas and estimated as a rough order of magnitude budget. This structure should help the district better understand invoices and manage costs by identifying what work is being performed under each task.

Permit Priorities:

I & I Reduction Plan

- The district needs to better understand the condition and layout of its infrastructure and establish a reliable baseline for future planning.
- Current concerns include groundwater and stormwater entering the sanitary sewer system, leaking pipe joints, aging infrastructure, and possible sump pump connections.
- Existing televising and inspection work completed by Terry should be gathered, cataloged, and provided to HR Green for review so it can be used to reduce duplicate work where possible.
- HR Green's work may include collecting and scanning as-built records, reviewing lift station locations for flow meters, interviewing staff, reviewing manholes and pipe records, analyzing past televising results, identifying priority sewer segments, and recommending future repairs or investigation.
- The group discussed that without this analysis the district is essentially guessing at needed repairs, whereas the plan should identify problem areas and guide targeted improvements.

Phosphorus and Nitrogen Treatment

- HR Green would evaluate past and present wastewater treatment operations to determine how phosphorus and nitrogen can be reduced to the fullest practical extent.
- The group discussed possible chemical treatment, jar testing, sampling, monitoring, and future trial work to determine the most effective approach.
- There was discussion that treating phosphorus and nitrogen may depend partly on reducing excess clean water entering the system, since too much inflow can reduce treatment efficiency.
- The proposal is expected to produce written plans, trial reports, recommendations, and compliance documentation that the district can use with MPCA.

Financial Discussion

- The HR Green proposal was discussed as approximately $130,000 over five years, with annual costs estimated at roughly $22,000 to $32,000 depending on the year and task schedule.
- Based on roughly 100 homes, the group discussed that this could equal approximately $1,300 per household over five years, or roughly $25 to $30 per month before considering additional costs.
- Several members noted that additional costs are likely, including extra meetings, grant-writing support, repair work identified by the study, or other MPCA compliance support outside the proposed scope.
- The group discussed whether a future rate increase may need to be closer to $30 to $50 per month to avoid falling short.
- Potential funding sources discussed included rate increases, existing investment funds, possible grants, selling assets or property, and other options; however, rates will likely need to increase because the work is required for permit compliance.
- The group discussed staying with the normal budgeting process, addressing the issue during the September budget process, and applying any rate changes at the beginning of the next year.

Communication With Residents

- The group emphasized the need to clearly explain to residents why the district must complete this work and why rates may increase.
- The permit, approved plan, HR Green proposal, and related information should be made available on the website for residents who want to review the details.
- A clear summary letter or notice should be prepared explaining the permit requirements, proposed work, estimated costs, possible rate impacts, and opportunities for resident questions or input.
- The group discussed that residents should be informed in advance that rates are expected to increase, potentially in the range of $30 to $50 per month, depending on final budgeting and funding options.

Questions for HR Green

- What are the expected contract terms and billing schedule?
- Which tasks must be completed first to meet the six-month permit deadline?
- What meetings or site visits are included in the proposal, and what would be billed separately?
- Can HR Green prepare a resident-facing summary letter explaining the required work, cost estimate, and rate impact?
- Can prior televising, inspections, and records from Terry be used to reduce duplicate work and lower costs?
- Are there grants available for I&I reduction, wastewater compliance, or infrastructure improvements, and who would prepare grant applications?

Next Meeting and Agenda Items

- Add permit compliance and the HR Green proposal to the agenda for the next regular meeting.
- Discuss approval of the HR Green proposal or a modified version of the proposal at the next meeting.

- Review the expected rate increase during the September budget process.
- Provide residents with a clear explanation of the permit requirements, proposed work, and expected rate impact.
- Include approval of the minutes from this permit review and planning meeting on a future agenda.
- Other possible agenda items discussed included National Night Out and a channel/aeration update, if needed.

Meeting adjourned at 8:35pm.

Respectfully submitted,

Tina Heidelberger

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Submitted by T. Heidelberger, Secretary/Clerk

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Richard Storck, Chairman of the Board

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Matthew Anderson, Vice Chairman

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Dean Findell, Treasurer

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Al Powers, Board Member

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Sue Means, Board Member