

Item 7b.**Sunfish Lake Engineer's Report for November 4, 2020**

By: Jeff Sandberg, PE
City Engineer

Date: October 28, 2020

1. Engineering Activities Undertaken in the Month of October

The following Engineer's Report reflects the Engineering activities undertaken this past month.

- A. NPDES Annual Public Hearing – SEE ATTACHMENT 1A.
- B. Snowplowing Contract – See three-year contract as part of City Attorney report.
- C. Feasibility Studies for 2021 CIP Projects – Staff has prepared the four draft studies, however, assessment options and assessable properties are still being considered for the projects. Staff will continue to work with the City Attorney and City Planner to resolve open issues and anticipate presenting the reports at the December City Council meeting.

2. Building and Site Reviews in the Month of October

- A. Staff conducted reviews for six properties in October:
 - 1 Sunfish Lane: Staff has discussed proposed changes to the stormwater management system with the Applicant and their engineer.
 - 369 Salem Church Road: Staff reviewed as-built survey plans submitted.
 - 245 Salem Church Road: Staff reviewed a development plan submittal for the property.
 - 1 Horseshoe Lane: Staff reviewed a resubmittal for proposed improvements.
 - 2 Sunfish Lane: Staff reviewed turf establishment on the property and allowed some erosion controls to be removed.
 - 2150 Charlton: Staff is working with the project architect and engineer to obtain proper documentation on as-builts.

3. Public Works Activities Undertaken in the Month of October

- A. Snowplowing for the season commenced on Tuesday, October 20th.

4. Anticipated Engineering/Public Works Activities for the Month of November

- A. Staff will work with the city snowplow contractor to keep roads clear and safe. If residents find slippery areas on the city streets that need attention, please email your concerns to sunfishlakesnow@gmail.com and copy me at jsandberg@wsbeng.com.

The above constitutes the Engineering Report for the City of Sunfish Lake for November 4, 2020.

Respectfully submitted,

WSB

A handwritten signature in black ink, appearing to read "Jeffry S. Sandberg". The signature is fluid and cursive, with the first name "Jeffry" and last name "Sandberg" clearly distinguishable.

Jeffry S. Sandberg, PE
City Engineer

ITEM 7b. ATTACHMENT 1A.



Memorandum

To: Honorable Mayor and City Council
City of Sunfish Lake

From: Jeff Sandberg, PE
City Engineer

Date: October 28, 2020

Re: Annual SWPPP / NPDES Public Hearing Options
City of Sunfish Lake, MN

INTRODUCTION

As a part of our MS4 requirements, the city has typically held a public hearing to outline the city's Storm Water Pollution Prevention Plan (SWPPP)/ National Pollutant Discharge Elimination System (NPDES) program and take public input. Specialized staff from WSB have typically given a PowerPoint presentation at a Public Hearing each year to meet the city's program requirements. Due to COVID, a public hearing has not taken place in 2020. Program requirements allow options in lieu of conducting an in-person public hearing.

DISCUSSION/ OPTIONS

The MPCA, which monitors MS4 participating communities SWPPP/ NPDES programs, offers the following options to fulfill the city's notice obligations for their program:

- 1) Hold a stand-alone virtual public meeting with Zoom.
- 2) Record a video presentation to be played back at a City Council or other Public meeting and post the video (MP4 file) to the City website along with a PDF of the SWPPP document and ask the public to submit questions or comments.
- 3) Create a poster or an informational board to be posted at First Calvary Church (the site of future City Council meetings) for the public to review and then submit questions or comments.

Staff Recommendation:

Staff recommends that the City Council discuss and choose one (or more) of the above options and direct WSB to facilitate the chosen option(s) for completion before the end of 2020.