VILLAGE OF COTTAGE GROVE *NOTICE OF PUBLIC MEETING*

Village of Cottage Grove

PARKS, RECREATION and FORESTRY COMMITTEE

Thursday, May 21, 2020 6:30 P.M

Due to the COVID-19 pandemic, this meeting will take place virtually via Zoom. Please joing the meeting from your computer, tablet or smartphone by visiting https://zoom.us/j/94697194192 You can also participate via phone by dialing 1-312-626-6799 and use Meeting ID: 946 9719 4192# When asked for your Participant ID, just press #

You may also choose to participate by providing public comment prior to the meeting vial email to the Director of Parks, Recreation & Forestry Sean Brusegar sbrusegar@village.cottage-grove.wi.us

AGENDA

1. Call to order.
2. Roll call and confirm that the meeting was properly posted.
3. **Public appearances**: Public's opportunity to speak.
4. Discuss and consider request from Hydrite to install groundwater extraction and monitoring wells at Huston Park.
5. Discuss and consider allowing the Glacial Drumlin Bike path to go through Bakken Park.
6. Discuss and consider donating a damaged set of bleachers to Chris Nelson.
7. Discuss and consider summer recreation programming for 2020.
8. Update on Bakken Park shelter and splash pad.
9. COVID-19 Parks & Recreation Update
10. Approve the minutes of the April 16, 2020 meeting.
11. Future Agenda Items
12. Adjournment.

Notice:

1. Persons needing special accommodations should call 839-4704 at least 24 hours prior to the meeting.
2. It is possible that members of and possibly a quorum of members of other governmental bodies may be in attendance at the above stated meeting to gather information; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.
3. Any item on the agenda is subject to final action.

PUBLIC WORKS STAFF REPORT

MEMO DATE:	May 8th, 2020
MEETING DATE:	May 21st, 2020
TO:	Parks, Recreation & Forestry Committee
FROM:	JJ Larson, Director of Public Works & Utilities
RE:	**Hydrite wells in Huston Park**

BACKGROUND

Hydrite Chemical, acting proactively upon the discovery that a shallow, low concentration groundwater plume existed further northeast than previously known, reached out to nearby property owners and conducted vapor intrusion investigations at the company's expense. No vapor intrusion was detected at any of the properties. In order to ensure that the plume does not migrate further, this plan is proposed for a groundwater extraction well, testing and potential treatment.

OVERVIEW

The proposal included in this packet details the specifics of the plan. Essentially, a well will be installed to pump groundwater from the area for investigation and treatment planning. If contaminants are found at this time, the water would be discharged to our sanitary sewer system. Should on-going treatment be required, additional wells and infrastructure will be installed to pump the water to Hydrite's property for treatment with the treated water then discharged to the storm sewer system.

STAFF RECOMMENDATION

Hydrite's proactive action is in the best interest of the community and the protection of our groundwater. They have always been an extremely cooperative partner in my years with the Village and the proposed plan offers minimal disruption to the park. I recommend approval.

Information Concerning Shallow Unconsolidated Deposits Groundwater Extraction Well Proposed for Huston Park

With the 2019 discovery of a shallow, low concentration, groundwater plume extending to the northeast from the Hydrite Chemical Co. (Hydrite) Cottage Grove facility, Hydrite completed vapor intrusion investigations and confirmed that residential homes in that vicinity were not experiencing exposure to vapors from the groundwater contaminants. Out of an abundance of caution and to eliminate any future risks, Hydrite is taking the preventive measure to install a groundwater extraction system to intercept and divert the groundwater flow away from those homes. It will be assumed that the groundwater intercepted by this system may contain contaminants from the facility and the system will include equipment to treat the pumped groundwater prior to discharge. To design this system, Hydrite proposes the following workplan:

Hydrite Chemical Co. proposes to install one groundwater extraction well (EW-165) completed in the unconsolidated deposits in the northeast corner of Huston Park at the location shown on the attached figure (Figure 1). The extraction well will be drilled using a truck-mounted drill rig and support vehicle. Mud matts will be laid down in front of the path of the drill rig as the drill rig mobilizes to and de-mobilizes from the proposed well location to minimize disturbance of the grass in Huston Park. It is anticipated the extraction well will be completed at an approximate depth of 40 feet below ground surface to accommodate the installation of an electric submersible pump in the well and the anticipated drawdown of the water table in the well induced by pumping. The extraction well will be constructed of 6-inch nominal diameter schedule 40 PVC casing and 0.010-inch slot well screen. The screen length will be approximately 35 feet. A schematic diagram of the extraction well is attached. The extraction well will be developed by the drilling subcontractor (Cascade Drilling Technical Services) after installation. The groundwater produced during development will be contained in frac tanks and tested for contaminants. If contaminants are detected, the water would be transported and discharged to the Village of Cottage Grove sanitary sewer at the 110 South Main Street lift station into the same manhole to which the groundwater pumped from the three existing Hydrite Chemical hydraulic barrier system extraction wells is discharged. The discharge to the sanitary sewer would be contingent on receiving approval from the Village of Cottage Grove and Madison Metropolitan Sewerage District (MMSD). It is anticipated the installation and development of the extraction well will take two to three days to complete, weather permitting.

Pumping tests will be performed on the extraction well to determine the radius of influence of the extraction well under various pumping rates, the maximum sustainable pumping rate of the well and the number, if any, of additional extraction wells that should be installed to adequately intercept the shallow groundwater flow beneath Huston Park. Groundwater levels in the extraction well and the temporary monitor wells located in and north of Huston Park will be monitored during the pumping tests to document the radius of influence of the extraction well and estimate the hydraulic properties of the unconsolidated deposits. It is anticipated the groundwater produced during the pumping tests will be discharged to the sanitary sewer contingent on receiving approval from the Village of Cottage Grove and MMSD. The pumping tests should take two to three days to complete.

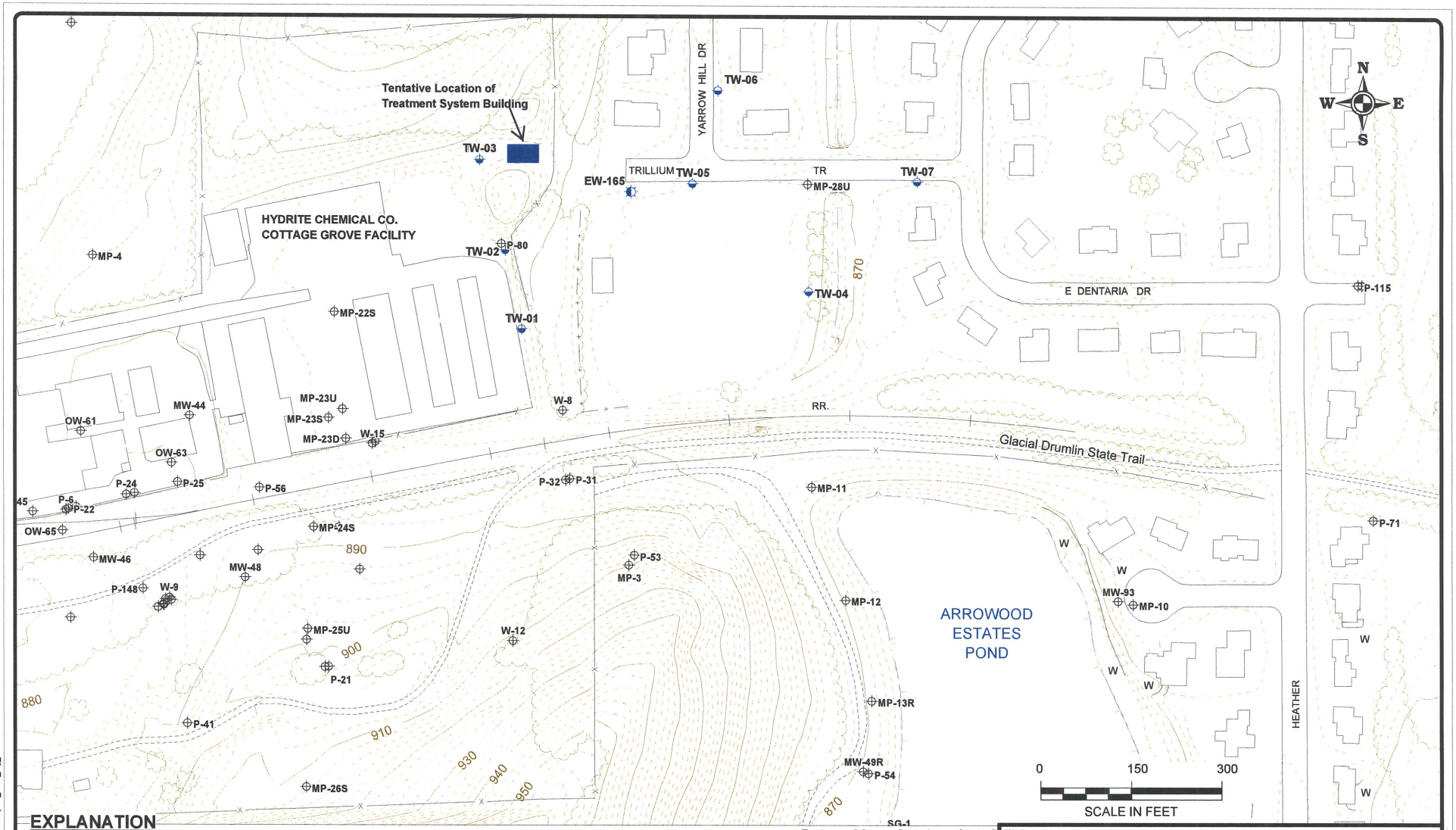
A second information package will be submitted to the Village of Cottage Grove after the pumping tests are completed. If the data obtained from the pumping tests indicates one or more additional extraction wells are required to capture the shallow groundwater flow beneath Huston Park, the second information package will include a request to approve the installation of the additional extraction well(s). The second information package will also include a figure showing the proposed location(s) of the additional extraction well(s) and the preliminary routing of the extraction well(s) discharge lines and the routing of the treated groundwater effluent line along Trillium Trail for discharge to the storm sewer that discharges to Arrowwood Estates Pond located south of Huston Park (Figure 1). The tentative location of the treatment equipment building near the northeast corner of the Hydrite Cottage Grove facility is shown on Figure 1.

The groundwater pumped from the extraction wells will be conveyed via underground piping to the treatment system building located on the Hydrite Chemical Cottage Grove facility property. The connection of the in-well piping from the submersible pump to the underground piping will be made a minimum of 4 feet below ground surface at the well using a pitless adapter. The treated groundwater will be discharged to the storm sewer that discharges to Arrowood Estates Pond under a general Wisconsin Pollutant Discharge Elimination System (WPDES) permit.

The pump controls and meters and the groundwater treatment equipment will be housed in the treatment equipment building. The wiring to power the electrical submersible pumps in the two extraction wells will be laid in the same underground boring in which the extraction wells discharge piping is installed.

Design plans for the extraction wells pumps and in-well piping, treatment system, underground extraction wells discharge lines and underground treated groundwater discharge line will be prepared and submitted to the Village of Cottage for review and approval before these items are installed. The design plans will be finalized based on the comments received from the Village of Cottage Grove.

Hydrite Chemical would like to install, develop and test the first extraction well in April and May of this year. The additional extraction well(s), if required, will be installed and developed as soon as possible after receiving approval from the Village of Cottage Grove. Completion of the preliminary design plans for the treatment system and horizontal borings is targeted for late August or September with construction to follow as soon as possible after approval or conditional approval of the design plans by the Village of Cottage Grove. It is anticipated construction activities will be completed by the end of November or mid-December and that the extraction wells and treatment system will be brought on-line before the end of the year or in January 2021.



EXPLANATION

MW-93 Monitor well location and designation.

Intermediate topographic contour

870 Index topographic contour (feet above msl)

TW-04 Temporary monitor well location and designation.

EW-165 Proposed unconsolidated deposits extraction well location and designation.

Datum: Mean Sea Level (msl)

Contour Interval: 2 feet

TITLE: PROPOSED UNCONSOLIDATED DEPOSITS EXTRACTION WELLS LOCATIONS

LOCATION: HYDRITE CHEMICAL CO., COTTAGE GROVE, WISCONSIN

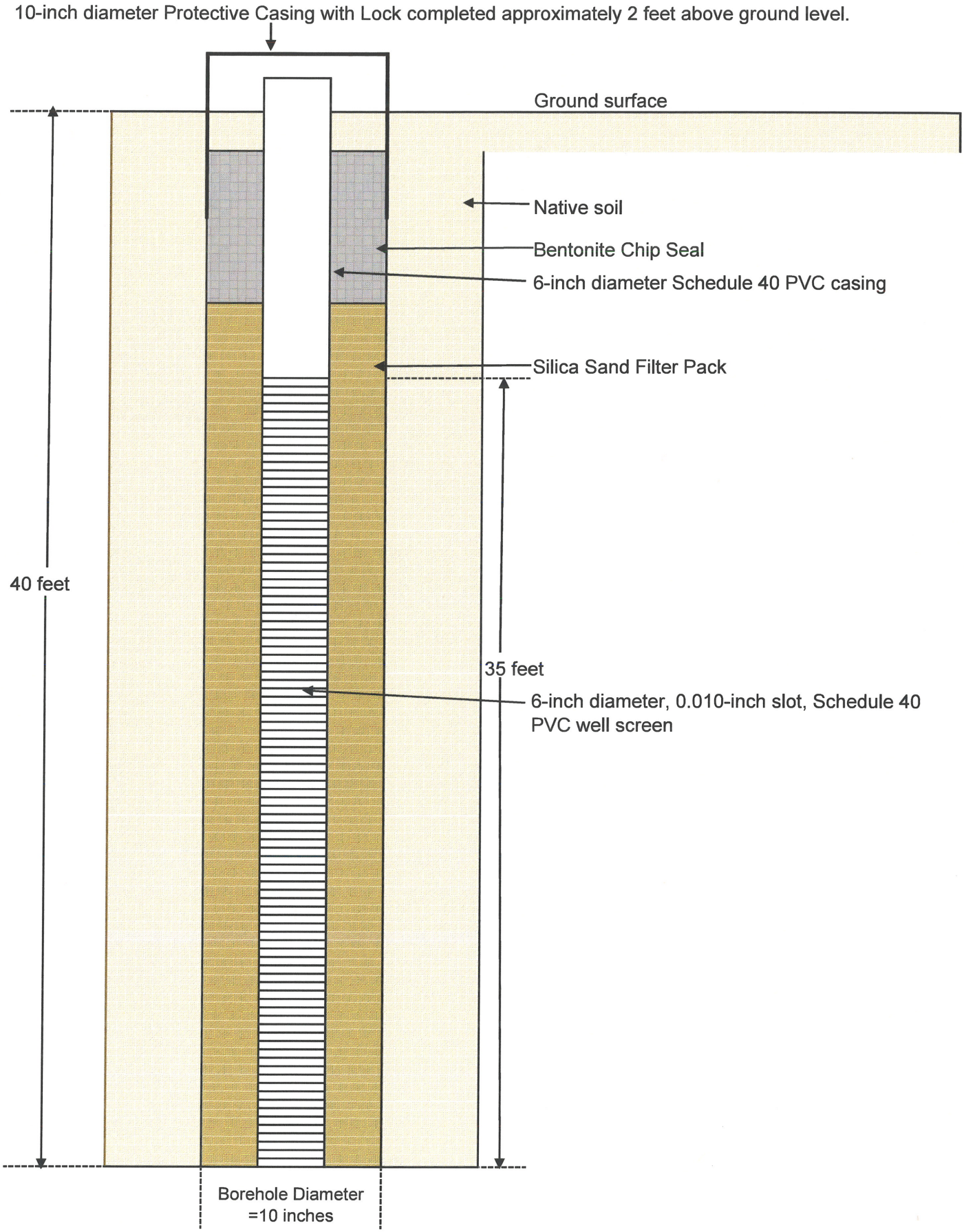
TETRA TECH

CHECKED	M.A.M.
DRAFTED	M.A.M.
PROJECT	117-3005042
DATE	3/12/2020

FIGURE: 1

P:\Hydrite\Work\Workspace\2020_Figures\Layer1_EWs_Fig_1.wor

Unconsolidated Deposits Extraction Well Schematic



Cottage Grove Parks and Recreation
210 Progress Drive Suite 2 • Cottage Grove, WI 53527 • Phone: (608) 839-8968

May 12, 2020

RE: **Phoebe Bakken Village Park**
Project ID 3625-00-04
Cottage Grove, Glacial Drumlin Trail
(Vilas Road – Main Street)
Non-Hwy
Dane County

Dear Ms. Kurten:

This letter is regarding the construction on the multi-use path extension of the Glacial Drumlin Trail within temporary limited easement (TLE) area and in the above referenced Phoebe Bakken Village Park shown on the plans for the WisDOT TAP grant project from MSA Professional Services, Inc. (MSA).

The Village of Cottage Grove owns and maintains the Phoebe Bakken Village Park through which the Glacial Drumlin Trail will traverse through to connect between Vilas Road and Grove Street. It is our opinion that the following are true regarding said path work associated with this this project:

1. The duration of the proposed work is temporary in nature and the contractor will only be working within area needed for construction of the new path.
2. The scope of the work is minor in nature and magnitude of the changes to the property are minimal.
3. There are no permanent adverse physical impacts, nor will there be any impact to the protected activities, features, or attributes of the property, on either a temporary or a permanent basis.
4. The land being used will be fully restored and return to a condition at least as good as that which existing prior to the project.

In general, we recognize this park is designated as a 4(f) resource and have reviewed the preliminary plans and the necessary temporary limited easement for the construction of the new path. We agree the necessary temporary work will not adversely affect the long-term value and significance of the park and in fact will be considered an enhancement over the existing conditions. We approve of the project and the work being done within the limits of the park.

Sincerely,

Sean Brusegar
Director of Parks, Recreation, and Forestry

Gerber Leisure Products, Inc.

QUOTE

PO Box 42
Mount Horeb, WI 53582
Phone: 800-236-7758
Fax: 800-909-5059
Prepared by: Kyla Reamon

DATE:	11/30/16
QUOTE Name:	Bleacher Quote
Valid Until:	5/12/2017

Customer

Sean Brusegar, CPRP
Village of Cottage Grove
Director of Parks, Recreation and Forestry

DESCRIPTION	QTY	PRICE	AMOUNT
(1) Non-elevated 5 row x 27' Unit - Add Double Footboard & riser to row 4 & 5 w/ Riser rail row 5; Add Guard Rail System.	1	1650	1,650.00
(1) Non-elevated 5 row x 21' Unit - Add Double Footboard & riser to row 4 & 5 w/ Riser rail row 5; Add Guard Rail System.	5	1400	7,000.00
(1) Non-elevated 5 row x 15' Unit - Add Double Footboard & riser to row 4 & 5 w/ Riser rail row 5; Add Guard Rail System.	3	1180	3,540.00
1 3/4" x 9 9/16 (2 x 10) Anodized Aluminum Seat Plank w/ End caps	2	145	290.00
Non-elevated 5 x 21' Understructure only w/ Hardware	1	600	600.00
5 row aluminum frame w/ Hardware	3	145	435.00
1 3/4" x 9 9/16 End Cap w/ Hardware.	7	2.25	15.75
Pair of 5 row cross brace w/ Hardware	4	40	160.00
Add 4' aisle to 5 row unit	9	400	3,600.00
Freight	1	800	800.00
			0.00
Installation	1	15,675	15,675.00
			0.00

Subtotal	$33,765.75
Taxable	$0.00
Tax rate	0.000%
Tax due	$0.00
Other	$0.00
TOTAL Due	**$33,765.75**

TERMS AND CONDITIONS

1. Customer will be billed after delivery of materials
2. Payment will be due within 30 days of invoice date
3. Please fax, mail or email signed price quote to the address above

Customer Acceptance (sign below):

x _____

Print Name:

If you have any questions about this price quote, please contact
Kyla Reamon, 608-437-7037, kyla@gerberleisure.com

Thank You For Your Business!

Village of Cottage Grove

PARKS, RECREATION and FORESTRY COMMITTEE

Meeting Minutes for Thursday, April 16, 2020

1. **Call to order virtual Zoom meeting.** The meeting was called to order by Heidi Murphy at 6:34 pm.

2. **Roll call and confirm that the meeting was properly posted.**
   It was determined that a quorum was present, and that the agenda had been properly posted. Present for the meeting were Heidi Murphy (chair), Penny Aguilera, Jay Kiefer, and Kevin Laufenberg. Also present were Parks, Recreation and Forestry Director Sean Brusegar, Recreation Supervisor Brooke Franseen, Public Works Director JJ Larson, Utility Clerk Kristen Krause and Jennifer Pickel.

3. **Public appearance: Public's opportunity to speak about any subject that is not a specific agenda item.**
   Former Parks, Recreation and Forestry Committee member Jennifer Pickel was present to thank the committee for their hard work and to say goodbye as she has recently moved out of Cottage Grove.

4. **Discuss and consider the Village of Cottage Grove Parks & Recreation Department absorbing electrical and water fees for the Miracle Field.**
   Brusegar explained that both the electrical and water costs that will be associated with the future Miracle Field at Bakken Park will be minimal (currently estimated at approximately $200 or less) and he thought it would be appropriate to offer to absorb those fees for the field. Public Works Director JJ Larson agreed with Brusegar. Murphy was asked by a resident(s) if it would be worth fundraising for the electrical and water fees. After Brusegar presented the estimated fees, committee members agreed that fundraising wouldn't be necessary. Since the Village is currently working on the lease for the Miracle Field, Brusegar would like to include this absorption of fees in the lease if the committee thought it was feasible. **Motion** by Kiefer, seconded by Aguilera, to recommend approval for the Village of Cottage Grove to absorb the electrical and water fees for the Miracle Field. Motion carried with a voice vote of 4-0-0.

5. **Update on Bakken Park shelter and splash pad.**
   Harmony Construction began work on the splashpad water and sewer connections earlier this week. They plan to dig the foundation for the shelter sometime next week. Brusegar noted that even though people are staying away from the park due to the Covid-19 crisis, the Kids Park area, along with the construction area, will be fenced off and closed during construction. Brusegar informed the committee that despite some budget issues and other items that have since popped up items (security cameras not being included in original proposal), construction on the splashpad and shelter is projected to wrap up by October of this year. If the project stays on schedule, Brusegar suggested the possibility of moving the grand opening to early June 2021. He will also continue to post updates on both the Village website and Parks & Rec Facebook page.

6. **Covid-19 Parks and Recreation update.**
   <u>Recreation</u>
   All programs have been canceled through April, but we are still allowing registration for summer programs through a waitlist (non-monetary transactions). Fitness classes may soon return virtually via Zoom. The classes would be led by instructors filming at home. Meetings for baseball and softball coaches are currently being held using Zoom. At this point, we have to plan for summer activities and hope they will continue.

DRAFT

Virtual presence through virtual programming has increased our Facebook followers by more than 130. Current free virtual programs include weekly scavenger hunts, weekly virtual contests including Cake Wars with 13 submissions and 505 votes, and the pen pal program which includes 4-year-olds to senior citizens and has about 50 participants.

Our first fee-based program since canceling all programs, is the NOvid-19 50K Virtual Challenge. This program challenges participants to complete 31 miles or 620 minutes of activity by May 4th to earn a cool medal. It is open to all ages and abilities and even has a buddy/athlete system for those physically unable to complete the challenge themselves. All activities, including neighborhood walks, jumping on the trampoline, running, etc., count towards miles/minutes. This virtual challenge has spread across the nation and now includes 34 states and 235 participants as of today. The goal is to be in all 50 states. Cost of the program is $15 per person and $7 shipping fee for the medal. So far, we have been featured for this program in the Herald-Independent newspaper, on the radio and on Channel 3 news.

Parks

All playgrounds and park shelters are currently closed. We have removed basketball rims per suggestion from Dane County Health. Tennis nets have not been installed and will not until the stay at home order is lifted. Brusegar anticipates opening things slowly once the order is lifted. Shelters and equipment will need to be thoroughly cleaned before they can be utilized. At this point, no one is sure what product to use for this type of cleaning. The parks mowing crew will resume mowing work starting next week. They will be working from the red shed at Fireman's Park and will not be sharing equipment.

Brusegar noted that there hasn't been an issue with congregating at parks other than a baseball team using the batting cage at Fireman's. The batting cage privilege has since been removed.

The March Parks and Recreation meeting that was scheduled as an open house for input on the new 22-acre park in Westlawn, was canceled. Brusegar has emailed the approximately 80+ people that responded to the previous survey for the park that want to be kept in the loop on the park.

7. **Approve the minutes of the February 20, 2020 meeting.**
   Motion by Laufenberg, seconded by Kiefer, to approve the minutes from the February 20, 2020 meeting as presented. Motion carried with a voice vote of 4-0-0.

8. **Future Agenda Items**
   - Future - 5th Addition to Westlawn master plan and open house.
   - Update on Bakken Park shelter and splashpad.
   - The next PRFC meeting is scheduled for **Thursday, May 21, 2020 at 6:30 pm**.

9. **Adjournment.**
   Motion by Kiefer, seconded by Aguilera, to adjourn the meeting at 7:12 pm. Motion carried with a voice vote of 4-0-0.

Respectfully submitted by Kristen Krause, Utility Clerk.
Approved on: ___

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim discussion of the subjects and conversations that took place.

DRAFT