



CITY OF MARSHALL AGENDA ITEM REPORT

Presenter:	Jason Anderson
Meeting Date:	Tuesday, March 24, 2026
Category:	NEW BUSINESS
Type:	ACTION
Subject:	WWTF Facility Plan - Consider Acceptance of Proposal from Bolton & Menk, Inc.
Background Information:	<p>On March 1, 2024, the City was issued a new National Pollutant Discharge Elimination System (NPDES) permit for wastewater effluent discharged into the Redwood River. During this permit renewal process, the Wastewater Facility accepted a schedule of compliance (SOC) for phosphorus and sulfate reductions.</p> <p>To begin the process of compliance by March 1, 2034, it is necessary to complete a “Facility Plan” to determine the best options for future compliance. The included proposal from Bolton & Menk is a not-to-exceed contract in the amount of \$195,000 for Facility Plan services.</p> <p>In addition to compliance with phosphorous and sulfate limits, forthcoming nitrogen regulations will be examined as the route taken for nitrogen reductions will impact how phosphorus reductions will be attained to most effectively plan capital investment at the wastewater facility. Alternatives, ranging from nutrient trading to conventional capital investment will also be examined to determine the most cost-effective solution to be utilized in the interim period until treatment plant process changes will be required for nitrogen reduction.</p> <p>Because the phosphorus limit is a new lower limit, the Facility would be eligible for a Point Source Implementation Grant (PSIG). The resulting recommendation(s) of the Facility Plan would allow for future Wastewater Treatment Facility (WWTF) capital improvement projects to be placed on the MPCA’s Project Priority List (PPL) to access grant money as well as low interest loans.</p> <p>In addition to a Facility Plan that would be submitted to the MPCA detailing our plan for meeting the SOC for phosphorus, a Technical Memo will be created that details what would be needed to increase flow, Carbonaceous Biochemical Oxygen Demand (CBOD), and Total Suspended Solids (TSS) capacity at the WWTF. This Technical Memo would also provide a determination of the impacts of any treatment process changes, specifically the capital cost and the operation and maintenance costs of a nitrogen reduction facility. This information will be helpful in future conversations with the MPCA regarding impacts of new limits, as well as assisting the City in determining how to make provisions for future operational costs.</p> <p>Bolton and Menk has many decades of experience with our system to complete the project in a timely and efficient manner.</p> <p>This item was presented to the Public Improvement/Transportation Committee at their meeting on 03/10/2026. MOTION MADE BY LOZINSKI, SECOND BY SCHAFFER to recommend City Council</p>

	acceptance of the proposal from Bolton & Menk, Inc. of Mankato, Minnesota, in a not-to-exceed amount of \$195,000 to complete the Wastewater Treatment Facility Plan. ALL VOTED IN FAVOR. THE MOTION PASSED 2:0.
Fiscal Impact:	We have received the attached quote from Bolton & Menk in a not to exceed amount of \$195,000 to complete the Plan. We have \$200,000 identified in the 2026 CIP to cover this.
Alternative/ Variations:	No alternative actions are recommended.
Recommendations:	that the City Council accept the proposal from Bolton & Menk, Inc. of Mankato, Minnesota, in a not-to-exceed amount of \$195,000 to complete the Wastewater Treatment Facility Plan.