

City of Maple Plain (PWSID 1270021)  
Minnesota Water Supply Emergency and  
Contingency Plan

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## City of Maple Plain, Minnesota Water Supply Emergency and Contingency Plan

### WELLHEAD PROTECTION MANAGER

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	City of Maple Plain, Administrator
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	PO Box 97
	Maple Plain, MN 55359
TELEPHONE NUMBER	763-479-0516
E-MAIL	jkolander@mapleplain.com

### GENERAL INFORMATION

PUBLIC WATER SUPPLY ID:	1270021
UNIQUE WELL NUMBERS:	Primary - Well #3 (Unique Number: 112238)
	Primary - Well #4 (Unique Number: 824078)
COUNTY:	Hennepin
POPULATION SERVED:	2,174
SERVICE CONNECTIONS:	736

## Section 1 – Public Water Supply Contact Information

The City of Maple Plain has established a Public Water Supply (PWS) team to facilitate contingency and emergency response operations in the case of an incident that disrupts the city's drinking water.

The following elected officials and city staff are current as of October 2024.

*Table 1-Public Water System Contacts*

Position	Name	Mobile Phone	Home/Work Phone	Other
Mayor	Julie Maas-Kusske		763-479-6010	
Council Member	Andrew Burak		612-221-6578	
Council Member	John Fay		763-213-3271	
Council Member	Mike DeLuca		612-801--5533	
Council Member	Connie Francis		612-554-6193	
Water System Operator	Dylan Hoflock	763-479-9250	763-479-0525	
City Administrator	Jacob Kolander	507-640-0041	763-479-0516	
Assistant City Administrator	Kevin Larson		763-479-0525	
Deputy City Clerk	Sunny Bjorklund Schultz		763-479-0515	

## Section 2 – Public Water Supply Characteristics

### 2.1 Water Source Information

*Table 2-Public Water Source Information*

Local Well ID	Unique Number	Use/ Status <sup>1</sup>	Casing Diameter (Inches)	Casing Depth (feet)	Well Depth (feet)	Date Constructed or Reconstructed	Aquifer	Well Vulnerability
1	207090	E	10	238	418	1939	Tunnel City-Wonewoc	Not Vulnerable
3	112238	P	18	534	534	1978	Mt. Simon	Not Vulnerable
4	824078	P	18x12	343	392	2017	Wonewoc	Not Vulnerable

<sup>1</sup>E=Emergency, P=Primary

### 2.2 Water Use Prioritization

*Table 3-Water Use Prioritization*

Priority Use Category	Prioritization Rank	Maximum Daily Use (Gallons Per Day)	Minimum Daily Use
Residential			
Institutional			
Commercial			
Unaccounted			

### 2.3 Water Treatment Process

Well #3 and Well #4 are pre-treated with chlorine and potassium permanganate and sent through an aerator. After aeration water is mixed in a detention tank and then sent through three media filters and stored in a clear well tank. Before leaving the treatment plant and being pumped to the water tower the water is treated again with chlorine, polyphosphate, and fluoride. Only water from Well #3 is treated with hydrous manganese after the detention tank, before being sent through the media filters.

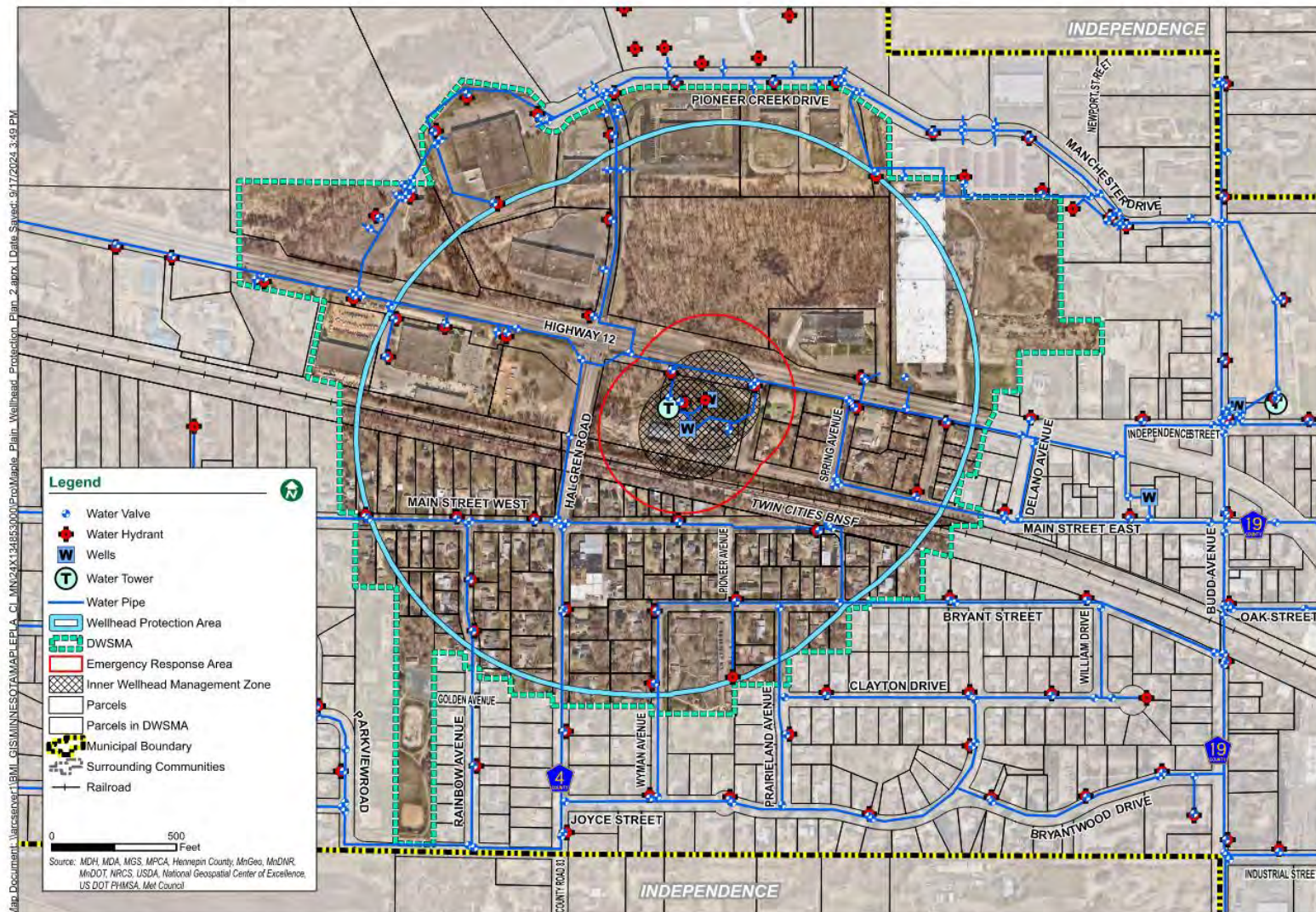
## 2.4 Water Storage and Distribution System

The city's current water storage capacity is approximately 400,000 gallons in the water tower and 95,000 gallons in the Water Treatment Plant clearwell.



Wellhead Protection Plan  
City of Maple Plain

Water Distribution System  
September 2024



## 2.5 Water System Construction Blueprints and Maps

The city maintains its construction *As-Builts* in the city's GIS database. If hard copies are required, the city can work with their engineering consultant to print and have them available in a central location.



## Section 3 – Communication Procedures and Contact Information

Depending on the emergency, contact the groups listed below in the order provided. The contact information and specific procedures are located in the tables on the following pages.

### 3.1 Public Water Supply Incident Response Contacts

*Table 4-Incident Response and Communication Contacts*

Incident	Water Operator	Customers	MDH District Engineer	Emergency Management	Fire Department Chief	MN Duty Officer	West Hennepin Public Safety	Mayor and Council	MPCA	First Responders
Natural disaster that disrupts the supply of water	X	X	X	X		X	X	X		
Chemical Spill	X	X	X	X	X		X	X	X	X
Unexpected loading of possible pathogens into the source water that significantly increases the potential for drinking water contamination	X	X				X		X		
Situation that causes a loss of positive water pressure	X		X		X	X	X	X		X
Lack of resources that adversely affect operations due to lengthy power outages	X							X		
Chlorine storage leak	X				X	X	X	X		X
Chemical overfeed	X	X	X			X		X		
Break-in or terroristic acts	X		X			X	X	X	X	
Loss of one or more sources of supply	X		X		X			X	X	



## 3.2 Response Guidance for Water Supply Emergency Incidents

3.2.1 **Intentional Events** or break-in at the facility that is connected to the distribution system or pending a potential contamination incident.

1. Call West Hennepin Public Safety (911) and report the incident
2. MDH District Engineer (651-270-4182).
3. MDH After Hours Engineer (651-201-5386)
4. Call MN State Duty Officer (800-422-0798).

3.2.2 **Unintentional Event**, or potential contamination incident, chemical spill, significant chemical overfeed, chlorine storage leak, etc.

1. Call local First Responders (911) or Hazardous Materials Response Team
2. Call West Hennepin Public Safety (911) and report the situation.
3. Call MN State Duty Officer (800-422-0798).

3.2.3 **Event that is or may affect the functionality of the water system**, such as loss of pressure, loss of supply wells.

1. MDH District Engineer (651-270-4182).
2. Call MN State Duty Officer (800-422-0798).
3. Notify MNWARN by requesting the MN State Duty Officer activate network assistance.

## 3.3 Agency Contact Information

The table below contains local and state agency staff names and telephone numbers that may be notified in the event of a public water supply system emergency. Based on the nature of the emergency and the information available, various representatives from this listing may be selected by the response coordinator to be part of the Emergency Oversight Committee, which will then meet throughout the duration of the emergency to aid in decision-making and positive outcomes.

*Table 5-Local and State Agency Contact Information*

Personnel	Name	Mobile Phone	Work Phone
Mayor	Julie Maas-Kusske		
City Council	Andrew Burak		
City Council	John Fay		
City Council	Mike DeLuca		
City Council	Connie Francis		
Response Coordinator	Jacob Kolander		763-479-0516
Alt. Response Coordinator	Kevin Larson		763-479-0525
State Incident Duty Officer	N/A	N/A	800-422-0798
West Hennepin Emergency Director	Gary Kroells		763-479-0500

Personnel	Name	Mobile Phone	Work Phone
Fire Chief	Rick Denneson	911	763-479-0520
West Hennepin Public Safety Director	Gary Kroells	911	763-479-0500
Water System Operator	Dylan Hoflock	763-479-9250	763-479-0525
Alt. System Operator			
School Superintendent			
Ambulance			
Clinic			
Medical Facility or Doctor			
Power Company			
County Highway Department	Hennepin County		
State Highway Department	Minnesota Highway Department		
Neighboring Water System			
MPCA			
MDH District Engineer	Brian Noma	51-470-4182	651-201-4683
MDH After Hours Engineer			651-201-5386
MDH Sourcewater Protection	Abby Shea	651-396-0018	651-201-4386

### 3.4 Emergency Oversight Committee

The Emergency Oversight Committee was formed to assist and provide technical assistance to the Response Coordinator and the City of Maple Plain to help them determine the appropriate action or response during emergency situations.

*Table 6-Emergency Oversight Committee Contact Information*

Title	Name	Phone	Response Assignment
Response Coordinator	Jacob Kolander	763-479-0516	Coordinate actions to address emergency
Alternate Response Coordinator	Kevin Larson	763-479-0525	Coordinate actions to address emergency
Water Operator	Dylan Hoflock	763-479-9250	Direct or contact individuals and businesses to resolve issue
Primary Spokesperson	Jacob Kolander	763-479-0516	Contact media to inform citizens/businesses of emergency
Alternate Public Relations	Kevin Larson	763-479-0515	Contact media to inform citizens/businesses of emergency
Public Health/Medical			Assist City as needed to address emergency

Title	Name	Phone	Response Assignment
MPCA Groundwater Division			Assist City as needed to address emergency
MDH District Engineer	Brian Noma		Assist City as needed to address emergency

### 3.5 Inventory of Available Emergency Equipment and Contacts

The Table below contains a list of services, equipment and supplies that are available to the public water supply system to respond to most water system emergencies.

*Table 7-Available Emergency Service Providers and Equipment*

Description	Name of Business or Provider	Phone	Address	Estimated Response Time
Well Repair	Thein Well	320-894-1533	11355 Hwy 71 NE, Spicer, MN 56288	2 hours
Pump Repair	Thein Well	320-894-1533	11355 Hwy 71 NE, Spicer, MN 56288	2 hours
Electrician	Rc Electric	612-558-5602	1565 Budd Ave, Maple Plain, MN 55359	1 hour
Plumber	Jesse Toutges Plumbing	952-913-5856	3658 Co Rd 90, Independence, MN 55359	30 mins
Backhoe/Excavator	Valley-Rich Co	612-839-8504	147 N Jonathan Blvd #4, Chaska, MN 55318	30 mins
Chemical Feed	Vessco Inc	320-583-9439	8217 Upland Cir, Chanhassen, MN 55317	30 mins
Meter Repair	Metering Technologies and Solutions	651-302-5663	12016 Riverwood Dr, Burnsville, MN 55337	1 hour
Generator	Interstate Power Systems	612-505-9025	2501 American Blvd, Minneapolis, MN 55425	30 mins
Valves	Valley-Rich Co	612-839-8504	147 N Jonathan Blvd #4, Chaska, MN 55318	30 mins
Pipe & fittings	Valley-Rich Co	612-839-8504	147 N Jonathan Blvd #4, Chaska, MN 55318	30 mins

### 3.6 Media Contacts

The list was formed to assist the Response Coordinator and the City with the task of informing the public of appropriate action or response during water emergency situations.

*Table 8-Media Outlet Contact Information*

Media	Name	Phone	Address
Newspaper	Laker Pioneer- APG Public Notice Department	763-691-6000	publicnotice@apgecm.com
Television	5 Eyewitness News	651-588-6397	newsreply@kstp.com

## Section 4 – City Public Emergency Relations

### 4.1 Emergency Public Relations Contacts

*Table 9-Emergency Public Relations Contacts and Response Assignment*

Title	Name	Phone	Response Assignment
Primary Spokesperson	Jacob Kolander	763-479-0516	Contact media to inform citizens/businesses of emergency
Alternate Spokesperson	Kevin Larson	763-479-0516	Contact media to inform citizens/businesses of emergency

### 4.2 Responsibilities of the Primary Spokesperson:

1. Give public statements that have been prepared by the city regarding the water supply emergency;
2. Coordinate and compile information submitted by responders to the water supply emergency;
3. Schedule official meetings between the city and members of the media; and
4. Coordinate efforts to keep the public informed about the water supply emergency.

### 4.3 Public Information Center Location During Emergency

Location: City Hall 5050 Independence St Maple Plain, MN 55359

Time available to public: TBD

Alternate information center location: TBD

### 4.4 Public and Media Information Checklist

- Name of public water supply system
- Nature of the water supply emergency
- Steps being taken to replace or restore water supply
- Steps the public can take
- Other response staff who are cooperating with the city
- In cases of water supply contamination:
  - Contaminant of concern
  - Date of first contaminant detection
  - Source of contamination, if known
  - Public health impacts of the contaminant
  - Steps being taken to eliminate the source of contamination

## Section 5 – Alternative Water Supply Options

1. Catastrophic Event--The Minnesota National Guard may be able to supply water trucks to bring water to the public water supply from surrounding communities. The following procedure is recommended:
  - a. Contact the West Hennepin Public Safety Director (763-479-0500) or 911 to request assistance from the Minnesota National Guard.
  - b. Sheriff contacts the Minnesota National Guard, Division of Emergency Management, State Duty Officer 800-422-0798; and Community Support Group at 651-282-4013 to request assistance for the city.
  - c. MNWARN may be a source of assistance through the networking of other municipal utilities who are willing to provide emergency response through equipment or staff.
2. Bottled water supplies, delivery, and distribution: TBD
3. System interconnects with other water supplies: N/A
4. New well: TBD
5. Emergency or backup wells: TBD
6. Emergency treatment of water system: TBD