



## WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY

Wabasha City Hall

<https://us02web.zoom.us/j/82539841446>

Meeting ID 825 3984 1446

Tuesday, September 24, 2024

5:30 PM

Robin Gwaltney will be attending the meeting remotely.

1. **Call to Order -**
2. **Roll Call -**
3. **Consent Agenda -**
  1. August 20, 2024 Port Authority Meeting Minutes
  2. August Port Authority Financials
  3. Bolton & Menk Invoice 0345049
  4. September 2024 Port Authority Travel Reimbursement
  5. 5th Grant Revolving Loan Disbursement 1
  6. 5th Grant Revolving Loan Disbursement 2
4. **Old Business -**
5. **New Business -**
  1. Determination that the Final Barge Terminal EIS is adequate and approve the determination of adequacy notice.
  2. Approve Braun Intertec to conduct Phase I environmental on old Athletic Field Site and expenditure not to exceed \$6,474.25
  3. 2025 Budget Discussion- Main Street and Chamber Contributions
  4. RETHOS Downtown Assessment Discussion
  5. Determine Changes to Revolving Loan Process
6. **Coordinators Report -**
  1. Coordinators Report
  2. Administrator Update
7. **Other -**
8. Next Meeting - Tuesday, October 15, 2024
9. Adjourn -

**Port Authority**

**3. 1.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** August 20, 2024 Port Authority Meeting Minutes

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review August 20, 2024 Port Authority Meeting Minutes.

**ACTION REQUIRED:**

Approve August 20, 2024 Port Authority Meeting Minutes.

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**Attachments**

August 20, 2024 Port Authority Meeting Minutes

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# DRAFT



## WABASHA PORT AUTHORITY AND DEVELOPMENT AGENCY

Wabasha City Hall

<https://us02web.zoom.us/j/82539841446>

Meeting ID 825 3984 1446

Tuesday, August 20, 2024

5:30 PM

Present: President John Friedmeyer; Board Member Dave Wodele; Treasurer Cory Loechler; Vice President Jeff Sulla; Board Member Mary Flicek; Board Member Craig Falkum

Absent: Board Member Robin Gwaltney

1. **Call to Order -**
2. **Roll Call -**
3. **Consent Agenda -**

Moved by Board Member Dave Wodele, seconded by Vice President Jeff Sulla to approve the August 20 Port Authority Meeting Consent Agenda.

**Vote:** 6 - 0 Adopted - Unanimously

Other: Board Member Robin Gwaltney (ABSENT)

1. July 16, 2024 Port Authority Meeting Minutes
2. July Port Authority Financials
3. Bolton & Menk Invoice 0342038
4. Johnson & Scofield Invoice 43472

5. Minnesota Pollution Control Agency Invoice 192288
6. Minnesota Pollution Control Agency Invoice 193414
7. Broken Paddle Revolving Loan Fund Disbursement
8. 02-2024 Resolution for Port President and City Administrator as signatory authorities
9. 03-2024 Resolution committing funds to the Barge Terminal Project
4. **Old Business -**
5. **New Business -**

1. Approval of the State-Level Final EIS for Submittal to the EQB Following Port-Authority Review and Final Updates

Brian Malm presented the final EIS. Malm explained that the comments from the MnDNR and USFWS were related to four main concerns:

1. Concerns about the project including Federal land.
2. The future use of Kohner's industrially zoned parcels minus the 8.2 acres for the City's project and future expansion of the project that includes water, sewer, and electrical and request for alternative or expanded layouts of the current project.
3. Other commodities.
4. Recreational impacts to public water.

Malm explained how these concerns have been addressed. No wake restrictions will be required. There will be a one barge at a time capacity. There are no plans to expand the facility. Any future development would need to undergo its own environmental study and zoning requirements. There will be a two barge maximum per day. There will be minimal recreational impact. Appendix P will list all the comments and the response to each comment.

The state final review period is September 3 - 13. Next steps include design and permitting. Tree removal can only be done before March.

Moved by Board Member Craig Falkum, seconded by Vice President Jeff Sulla to approve the State-Level Final EIS for submittal to the EQB with final updates.

**Vote:** 6 - 0 Adopted - Unanimously

Other: Board Member Robin Gwaltney (ABSENT)

2. Approval of the Draft Federal EA for Submittal to MARAD for Initial Review.

Moved by Board Member Craig Falkum, seconded by Board Member Mary Flicek to approve the draft Federal EA for submittal to MARAD for initial review.

**Vote:** 6 - 0 Adopted - Unanimously

Other: Board Member Robin Gwaltney (ABSENT)



3. Action on launch of Facade Grant Program and request to City Council to utilize TIF funds to support the project

TIF funds can be used to launch the facade improvement program. The program would require a 50/50 match from the businesses. There was discussion regarding the amount of the grants to be awarded. Between \$15,000 and \$21,323 is expected to be available for the facade improvement program.

Moved by Board Member Mary Flicek, seconded by Treasurer Cory Loechler to approve the facade improvement program guidelines when funds become available in December 2024.

**Vote:** 4 - 2 Adopted

NAY: Board Member Craig Falkum

Vice President Jeff Sulla

Other: Board Member Robin Gwaltney (ABSENT)

4. 5th Grant Boutique Revolving Loan Fund Application

CEDA Representative, Dusty Liston, presented a revolving loan fund application from 5th Grant Boutique. 5th Grant is requesting a \$25,000 loan with a 10-year repayment at 5% interest. They are looking to use the funds to purchase coffee shop equipment. The Loan Committee has reviewed the application and required documentation. The committee recommends approval. The collateral is the equipment. A UCC will be needed since we're using equipment as collateral.

Moved by Board Member Dave Wodele, seconded by Board Member Mary Flicek to approve the 5th Grant Boutique revolving loan for 10 years at 5% interest.

**Vote:** 6 - 0 Adopted - Unanimously

Other: Board Member Robin Gwaltney (ABSENT)

5. Provide feedback on Livability section of website

Port Authority members reviewed the livability sections of the Preston and Lanesboro city websites. Feedback indicated that both sites looked impressive. Discussion was held regarding the possibility of adding a livability section to the City of Wabasha website. Creating a livability section to the City of Wabasha will be added to the list of CEDA goals.

6. Approve up to \$10,000 to apply for MnDOT TED funds for highway re-route.

City Administrator, Caroline Gregerson, stated that a letter of interest to apply for the MnDOT TED funds for the Highway 60 realignment was submitted in July. MnDOT said to proceed with submitting an application. Bolton & Menk will assist with the transportation portion of the application. Letters of support will be needed from businesses that will benefit from the highway reroute. Businesses that could potentially provide a letter of support were discussed.

Moved by Board Member Craig Falkum, seconded by Vice President Jeff Sulla to approve up to \$10,000 to apply for the MnDOT TED grant.

**Vote:** 6 - 0 Adopted - Unanimously

Other: Board Member Robin Gwaltney (ABSENT)

7. Provide feedback to staff on potential new lot creation near Cannon Park, based on a certified survey map.

Brian Malm is looking for feedback on whether it makes sense to combine lots near Cannon Park. Feedback supported combining the lots with the goal of selling them for future development.

8. Authorize City Administrator to sign Phase 2 environmental study of 2nd Street Apartment Site, with Terracon, for \$22,200, paid for through grant

Discussion was held regarding the Phase 2 environmental study of the 2nd Street Apartment site. Gregerson stated that Chosen Valley did not provide an estimate for the response action plan. Terracon did the Phase 1 Study and is familiar with the project. Terracon has also done MN Deed work before.

Moved by Vice President Jeff Sulla, seconded by Treasurer Cory Loechler to approve City Administrator to sign the Phase 2 environmental study of the 2nd Street Apartment Site with Terracon, for work not to exceed \$22,200.

**Vote:** 6 - 0 Adopted - Unanimously

Other: Board Member Robin Gwaltney (ABSENT)

## 6. **CEDA Coordinator Report**

1. City Administrator/City Finance Director Updates

Caroline Gregerson provided a City Administrator update. Gregerson stated that 20% of her time is being spent on Port Authority work because it is a better use of resources than using Bolton & Menk billable hours. Discussion was held regarding having the Port Authority contribute 20% of the City Administrator's salary and benefits and 10% of the Finance Director's salary and benefits, plus \$5,000 for general administrative costs to the General Fund.

The announcement of the housing grant recipients has been pushed back to the end of September due to the number of applications received.

2. August 2024 Wabasha Port Authority Coordinators Report

Dusty Liston provided a Coordinators Report. CEDA goals were reviewed. Liston stated that she is working on getting letters of support for the Revolving Loan Fund. Discussion was held regarding a potential new campground. Mayor Durand stated that she is looking for grants to help facilitate a community-driven design for a new welcome sign. A Taylor Rural and Small-Town grant application has been submitted for a potential playground at Eagle's Basin.

## 7. **Other -**

8. Next Meeting - Tuesday, September 17, 2024

9. Adjourn -

Moved by Board Member Mary Flicek, seconded by Board Member Craig Falkum to adjourn the August 20, 2024 Port Authority meeting.

**Vote:** 6 - 0 Adopted - Unanimously

Other: Board Member Robin Gwaltney (ABSENT)

**Port Authority**

**3. 2.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** August Port Authority Financials

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review August Port Authority Financials.

**ACTION REQUIRED:**

Approve August Port Authority Financials.

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**Attachments**

August 2024 Port Authority Financials

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## Wabasha Port Authority Financial Summary and Projection

**August 31, 2024**

Port Authority Current Account Balances	
<b>Port Authority Fund 200 Cash</b>	
Port Authority Checking	\$116,457
<b>Port Authority Fund 210 Revolving Loan Fund</b>	
Port Authority Revolving Loan Fund	\$37,670
<b>Total Current Account Balances:</b>	<b>\$154,127</b>

	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25
<b>Port Authority: Fund 200</b>												
<b>Port Authority Revenue</b>												
Misc Interest	\$250			\$250			\$250			\$250		
2025 Tax Levy										\$61,381		
Winter Haul				\$258,000				\$258,000				
Interfund Loan from the General Fund	\$150,000											
<b>Port Authority Revenue</b>	<b>\$150,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$258,250</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250</b>	<b>\$258,000</b>	<b>\$0</b>	<b>\$61,631</b>	<b>\$0</b>	<b>\$0</b>
<b>Port Authority Expenses</b>												
City of Wabasha - Admin Support				\$7,500						\$21,629		
CEDA	\$3,511	\$3,511	\$3,511	\$3,511	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465
Barge Terminal Design Work and Engineering								\$250,000				
Environmental Review (Port matching funds)	\$25,000	\$25,000										
Interfund Loan from the General Fund												\$300,000
Chamber Contribution					\$15,000							
Main Street Contribution					\$6,000							
<b>Port Authority Expenses</b>	<b>\$28,511</b>	<b>\$28,511</b>	<b>\$3,511</b>	<b>\$11,011</b>	<b>\$25,465</b>	<b>\$4,465</b>	<b>\$4,465</b>	<b>\$254,465</b>	<b>\$4,465</b>	<b>\$26,094</b>	<b>\$4,465</b>	<b>\$304,465</b>
<b>Port Authority Fund 200 Balance</b>	<b>\$238,197</b>	<b>\$209,686</b>	<b>\$206,175</b>	<b>\$453,414</b>	<b>\$427,949</b>	<b>\$423,484</b>	<b>\$419,269</b>	<b>\$422,804</b>	<b>\$418,339</b>	<b>\$453,877</b>	<b>\$449,412</b>	<b>\$144,947</b>

<b>Revolving Loan Fund: Fund 201</b>												
<b>Revolving Loan Fund Revenue</b>												
Hill Loan Repayment	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550
Anderson House Repayment	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714
Round the Clock Nutrition Repayment	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183
Cassie Modjeski Repayment	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208
Broken Paddle Repayment	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28
5th Grant Repayment							\$265	\$265	\$265	\$265	\$265	\$265
<b>Revolving Loan Fund Revenue</b>	<b>\$1,683</b>	<b>\$1,683</b>	<b>\$1,683</b>	<b>\$1,683</b>	<b>\$1,683</b>	<b>\$1,683</b>	<b>\$1,683</b>	<b>\$1,683</b>	<b>\$1,683</b>	<b>\$1,683</b>	<b>\$1,683</b>	<b>\$1,683</b>
<b>Revolving Loan Fund Expenses</b>												
5th Grant	\$25,000											
Anderson House	\$1,863											
<b>Revolving Loan Fund Expenses</b>	<b>\$26,863</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Revolving Loan Fund Balance</b>	<b>\$12,490</b>	<b>\$14,173</b>	<b>\$15,857</b>	<b>\$17,540</b>	<b>\$19,223</b>	<b>\$20,907</b>	<b>\$22,590</b>	<b>\$24,273</b>	<b>\$25,957</b>	<b>\$27,640</b>	<b>\$29,323</b>	<b>\$31,007</b>

Wabasha Port Authority Bank Account Detail

August 2024

Summary	
Port Authority Account Summary	
Port Authority Balance: Fund 200	\$116,457.43
Revolving Loan Fund Balance: Fund 201	\$37,669.55
Total	\$154,126.98

Account Details	
Port Authority Checking Account	
July 31, 2024 Balance	\$295,513.95
Deposit: Housing Study Expenses Charged Journalled to APRA	\$5,000.00
Deposit: Interest	\$234.23
Withdrawal: Bolton & Menk Invoice 0342038	\$180,220.75
Withdrawal: Johnson Scofield Invoice 43472	\$4,070.00
August 31, 2024 Balance	\$116,457.43

Port Authority Revolving Loan Fund	
July 31, 2024 Balance	\$39,020.26
Deposit: Hill Loan Payment	\$550.00
Deposit: Modjeski Loan Payment	\$210.00
Deposit: Round the Clock Loan Payment	\$200.00
Deposit: Round the Clock Loan Payment	\$200.00
Deposit: Anderson House Loan Payment	\$714.29
Deposit: 5th Grant Loan Application Fee	\$100.00
Withdrawal: Anderson House Loan Payment	\$3,325.00
August 31, 2024 Balance	\$37,669.55

**Port Authority**

**3. 3.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** Bolton & Menk Invoice 0345049

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review Bolton & Menk Invoice 0345049.

**ACTION REQUIRED:**

Approve Bolton & Menk Invoice 0345049.

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**Attachments**

Bolton & Menk Invoice 0345049

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Real People. Real Solutions.



Please Remit To: Bolton & Menk, Inc.  
1960 Premier Drive | Mankato, MN 56001-5900  
507-625-4171 | 507-625-4177 (fax)

Payment by Credit Card Available Online at [www.Bolton-Menk.com](http://www.Bolton-Menk.com)  
To Ensure Proper Credit, Provide Invoice Numbers with Payment

City of Wabasha  
finance@wabasha.org; cityadmin@wabasha.org  
Caroline Gregerson, City Administrator  
900 Hiawatha Drive East, PO Box 268  
Wabasha, MN 55981

August 30, 2024

Project No: H19.114396.000  
Invoice No: 0345049  
Client Account: WABASHA\_CI\_MN

**Wabasha/USACE Dredge Material Plan**

Engineering and Planning Services to Assist the City of Wabasha with the USACE Dredge Material Management Plan

Port Prelim Design, EAW and Permitting (0000002)

**Professional Services**

	Hours	Amount	
Principal	.50	99.50	
Senior Planner	105.50	17,215.00	
Planner	118.50	15,723.50	
Totals	224.50	33,038.00	
<b>Total Labor</b>			<b>33,038.00</b>
<b>Total this Task</b>			<b>\$33,038.00</b>

Federal Environmental Review (0000008)

**Fee**

Total Fee	26,400.00		
Percent Complete	80.4924	Total Earned	21,250.00
		Previous Fee Billing	15,550.00
		Current Fee Billing	5,700.00
		<b>Total Fee</b>	<b>5,700.00</b>
<b>Total this Task</b>			<b>\$5,700.00</b>
<b>Total this Invoice</b>			<b>\$38,738.00</b>

**Billings to Date**

	Current	Prior	Total
Fee	5,700.00	15,550.00	21,250.00
Labor	33,038.00	516,067.75	549,105.75
Consultant	0.00	107,864.52	107,864.52
Expense	0.00	181,259.15	181,259.15
<b>Totals</b>	<b>38,738.00</b>	<b>820,741.42</b>	<b>859,479.42</b>

*Caroline Gregerson* 9/10/2024  
Port Authority

Bolton & Menk, Inc. is an equal opportunity employer and federal contractor or subcontractor. Consequently, the parties agree that, as applicable, they will abide by the requirements of 41 CFR 60-1.4(a), 41 CFR 60-300.5(a) and 41 CFR 60-741.5(a) and that these laws are incorporated herein by reference. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The parties also agree that, as applicable, they will abide by the requirements of Executive Order 13496 (29 CFR Part 471, Appendix A to Subpart A), relating to the notice of employee rights under federal labor laws.

Notice: A Finance charge of 1.5% per month (annual percentage of 18%) is charged on balances 30 days or over.

200-472-46500-303 Engineering Fees



**Port Authority**

**3. 4.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** September 2024 Port Authority Travel Reimbursement

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review September 2024 Port Authority Travel Reimbursement.

**ACTION REQUIRED:**

Approve September 2024 Port Authority Travel Reimbursement.

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**Attachments**

September 2024 Port Authority Travel Reimbursement

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City of Wabasha  
2024 Reimbursement Form



John Friedmeyer

Department Account: \_\_\_\_\_

Submittal Date: \_\_\_\_\_

Travel/ Conference Expenses

Date:	Explanation:	Amount:
	Registration	\$
	Air Fare	\$
	Taxi/Bus/Parking	\$
	Hotels	\$
	Meals	\$
	Breakfast	\$
	Lunch	\$
	Dinner	\$
	Miscellaneous Sales Tax	\$
Total Reimbursement (Travel/Conference)		\$ -

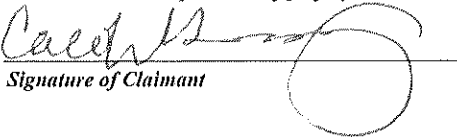
Mileage:

Date:	Explanation:	Miles:
8/5/2024	MN Ports Assoc Summer meeting	386
9/5/2024	St Paul Port Tour	156
		mi
		mi
		mi
		mi
542	(.67 per mile - 2024 Rate)	Total Mileage Cost \$363.14

Additional Expenses:

Date:	Explanation:	Account Number:	Miles:
			\$
			\$
			\$
			\$
			\$
			\$
Total Additional Costs			\$

I declare under the penalties of perjury that this claim is just and correct

  
Signature of Claimant

Total Balance Due: \$363.14

Columns 1+2+3=Total

Today's Date

9/17/2024

PORT Authority

**\*\*ALL RECIEPTS MUST BE ATTACHED\*\***

200-472-46500-331 Travel Expense

**Port Authority**

**3. 5.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** 5th Grant Revolving Loan Disbursement 1

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review 5th Grant Revolving Loan Disbursement 1.

**ACTION REQUIRED:**

Approve 5th Grant Revolving Loan Disbursement 1.

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**Attachments**

5th Grant RLF Disbursement 1

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**5<sup>th</sup> Grant RLF Disbursement 1: \$17,427.19**

5th Grant RLF Disbursement 1	
Receipt 1	\$150.00
Receipt 2	\$2,478.08
Receipt 3	\$1,135.31
Receipt 4	\$1,388.17
Receipt 5	\$807.50
Receipt 6	\$8,053.13
Receipt 7	\$3,415.00
<b>Total</b>	<b>\$17,427.19</b>

**Payment Center**  
MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY

### Confirmation

Please keep a record of your Confirmation Number, or [print this page](#) for your records.  
Confirmation Number **DLICRW001142431**

#### Payment Details

**Description** MN Dept of Labor CRW  
IMS  
<http://www.dli.mn.gov/paycenter.asp>

**Payment Amount** \$150.00

**Payment Date** 07/29/2024

**Status** PROCESSED

#### Payment Method

**Payer Name** Chad Meurer

**Card Number** [REDACTED]

**Card Type** [REDACTED]

**Approval Code** 07133G

**Confirmation Email** [REDACTED]

#### Billing Address

**Address 1** 629 14th Street

**City/Town** WABASHA

**State/Province/Region** MN

**Zip/Postal Code** 55981

**Country** United States

# WebstaurantStore

## Sales Invoice

Order Number	User ID	Date Ordered
102237031	42286875	9/12/2024 at 12:33 PM

Bill To	Ship To	Shipping Method
Anne Meurer 5th Grant Boutique 629 14th St Wabasha, MN 55981	Anne Old Legion Coffee 155 Pembroke Ave S Wabasha, MN 55981-1242	Common Carrier W/ Liftgate

Your Contact	Customer PO	Customer Phone
help@webstaurantstore.com		(507) 358-0104

Item Number	Description	Unit Price	QTY	Est. Tax	Total
874TKH01	Turkey Hill Whole Milk 1 Gallon - 4/Case	\$37.49	1	\$0.00	\$37.49
874TKH15	Turkey Hill Fat Free Skim Milk 1 Gallon - 4/Case	\$34.49	1	\$0.00	\$34.49
46611051ND10X7	Lavex 10" x 7" Non-Reflective Adhesive Vinyl "Do Not Deposit Feminine Hygiene Products In Toilet / Use Container Provided For This Purpose" Safety Label	\$2.69	1	\$0.21	\$2.90
46651375NA10X7	Lavex 10" x 7" Non-Reflective Aluminum "Notice / No Food Or Drink Beyond This Point" Safety Sign	\$6.39	1	\$0.47	\$6.86
2111246	Cal-Mil 1246 Bamboo Packet Organizer - 9 1/2" x 4 1/2" x 2 1/4"	\$24.99	1	\$1.84	\$26.83
844CB58539BLKSTRE	Choice 39" x 58 1/2" Black Rubber Straight Edge Anti-Fatigue Floor Mat - 7/8" Thick	\$54.99	2	\$8.11	\$118.09
500CC9	Choice 9 oz. Clear PET Customizable Plastic Squat Cold Cup - 1000/Case	\$42.99	1	\$3.17	\$46.16
301C57PST1	Dart C57PST1 ClearSeal Hinged Lid Plastic Container 6" x 5 13/16" x 3" - 500/Case	\$43.49	1	\$3.21	\$46.70
485WJ7RWH	Choice 7 3/4" Jumbo White and Red Wrapped Straw - 12000/Case	\$69.99	1	\$5.16	\$75.15
103SRBSTRW19	Sorbus 7 1/2" Edible Strawberry Flavored Paper Wrapped Straw - 200/Case	\$32.49	1	\$2.39	\$34.88
110594	Swiss Miss Hot Cocoa Mix Packet - 50/Box	\$9.99	1	\$0.00	\$9.99
110PCSTV1K	Regal Natural Stevia Sugar Substitute Packet - 1000/Case	\$22.99	1	\$1.69	\$24.68
110POORIGIN	Planet Oat Original Oat Milk 32 fl. oz. - 6/Case	\$23.49	1	\$0.00	\$23.49
236TAMPSS	Estella Caffè 236TAMPSS 58MM Stainless Steel Espresso Tamper	\$19.99	2	\$2.95	\$42.93
433G12BOX	Durable Packaging SW-12 12" x 10 3/4" Interfolded Deli Wrap Wax Paper - 500/Box	\$8.19	2	\$1.21	\$17.59
433G8BOX	Durable Packaging SW-8 8" x 10 3/4" Interfolded Deli Wrap Wax Paper - 500/Box	\$5.99	2	\$0.89	\$12.87
500CC16LDOMEW	Choice 16 oz. Clear PET Plastic Cold Cup With Dome Lid With 2" Hole - 50/Pack	\$11.70	4	\$3.45	\$50.25
500CC16LSIP	Choice 16 oz. Clear PET Plastic Cold Cup With Strawless Sip Lid - 50/Pack	\$11.16	4	\$3.29	\$47.93
513SMMIXBRY	Capora Mixed Berry Fruit Smoothie Mix 64 fl. oz.	\$11.49	2	\$0.00	\$22.98
588G01UX430	Urnex 17-G01-UX430-12 15.2 oz. Grindz Coffee / Espresso Grinder Cleaner Granules	\$22.49	1	\$1.65	\$24.14



# WebstaurantStore

## Sales Invoice

Order Number	User ID	Date Ordered
102237031	42286875	9/12/2024 at 12:33 PM

Bill To	Ship To	Shipping Method
Anne Meurer 5th Grant Boutique 629 14th St Wabasha, MN 55981	Anne Old Legion Coffee 155 Pembroke Ave S Wabasha, MN 55981-1242	Common Carrier W/ Liftgate

Your Contact	Customer PO	Customer Phone
help@webstaurantstore.com		(507) 358-0104

Item Number	Description	Unit Price	QTY	Est. Tax	Total
774EQ39WB	Lavex Employees Only Sign - Black and White, 9" x 3"	\$1.49	2	\$0.23	\$3.21
774HWO39WO	Lavex Hand Wash Only Sign - Black and White, 9" x 3"	\$1.49	1	\$0.11	\$1.60
774RCO39WB	Lavex Restrooms For Customer Use Only Sign - Black and White, 9" x 3"	\$1.49	1	\$0.11	\$1.60
999858	Choice 7 1/2" Red and White Unwrapped Coffee Stirrer - 1000/Box	\$3.39	1	\$0.25	\$3.64
50020CAFE50	Choice 20 oz. Kraft Paper Hot Cup, Lid, and Sleeve Combo Kit - 50/Pack	\$12.49	8	\$7.37	\$107.29
10207034	Regal Ground Cinnamon - 6 oz.	\$2.29	1	\$0.00	\$2.29
102MC033011	McCormick Sea Salt Grinder 2.12 oz. - 6/Pack	\$15.49	1	\$0.00	\$15.49
110CMPCHAZEL	Nestle Coffee-Mate Hazelnut Single Serve Non-Dairy Creamer - 180/Case	\$18.49	1	\$0.00	\$18.49
110S17700	Steep By Bigelow Organic Earl Grey Tea Bags - 20/Box	\$3.89	1	\$0.00	\$3.89
110S17703	Steep By Bigelow Organic Pure Green Tea Bags - 20/Box	\$3.89	1	\$0.00	\$3.89
110S17708	Steep By Bigelow Organic Chai Black Tea Bags - 20/Box	\$3.99	1	\$0.00	\$3.99
110S17709	Steep By Bigelow Organic Mint Herbal Tea Bags - 20/Box	\$3.99	1	\$0.00	\$3.99
110S17715	Steep By Bigelow Organic Dandelion and Peach Tea Bags - 20/Box	\$3.99	1	\$0.00	\$3.99
110SKALMND32	Silk Almond Milk 32 fl. oz. - 6/Case	\$15.99	1	\$0.00	\$15.99
110SKSOY32	Silk Soy Milk 32 fl. oz. - 6/Case	\$14.99	1	\$0.00	\$14.99
2084050	Thunder Group Black and White Unisex Restroom Sign with Braille 9" x 6"	\$4.49	1	\$0.33	\$4.82
208SINKSIGNWS HRNSN	Noble Products Wash, Rinse, Sanitize, and Water Level Permanent Sink Labels	\$2.49	1	\$0.18	\$2.67
263TABS	Edwards-Councilor S150E48 Steramine Sanitizer Tablets (Sanitabs) 150 Count Bottle - 6/Case	\$35.99	1	\$2.65	\$38.64
4070KB6IN	Choice 6" Deep Espresso Knock Box	\$9.49	1	\$0.70	\$10.19
407SP2528W	Choice 0.25 oz. Flavoring Syrup Pump for 700 mL, 750 mL, and 1 Liter Plastic Bottles	\$3.39	10	\$2.50	\$36.40
40841752	Ghirardelli 64 fl. oz. Sea Salt Caramel Flavoring Sauce	\$18.06	2	\$0.00	\$36.12
40862053	Ghirardelli Caramel Flavoring Sauce - 64 fl. oz.	\$17.15	2	\$0.00	\$34.30
40862057	Ghirardelli Black Label Chocolate Flavoring Sauce - 64 fl. oz.	\$15.79	2	\$0.00	\$31.58

# WebstaurantStore

## Sales Invoice

Order Number	User ID	Date Ordered
102237031	42286875	9/12/2024 at 12:33 PM

Bill To	Ship To	Shipping Method
Anne Meurer 5th Grant Boutique 629 14th St Wabasha, MN 55981	Anne Old Legion Coffee 155 Pembroke Ave S Wabasha, MN 55981-1242	Common Carrier W/ Liftgate

Your Contact	Customer PO	Customer Phone
help@webstaurantstore.com		(507) 358-0104

Item Number	Description	Unit Price	QTY	Est. Tax	Total
433W3BG	Duro 3 lb. White Paper Bag - 500/Bundle	\$12.99	1	\$0.96	\$13.95
5001N200KRA	12" x 12" Natural Kraft 1/4 Fold Luncheon Napkin - 6000/Case	\$42.99	1	\$3.17	\$46.16
513SMMANGO	Capora Mango Fruit Smoothie Mix 64 fl. oz.	\$9.47	2	\$0.00	\$18.94
513SMSTRBAN	Capora Strawberry Banana Fruit Smoothie Mix 64 fl. oz.	\$9.47	2	\$0.00	\$18.94
588ESPBR144	Urnex Scoopz Espresso Machine Brush 22-ESPBR	\$6.29	1	\$0.46	\$6.75
69032SAN	Choice 32 oz. Clear SAN Plastic Beverage Pitcher	\$1.89	4	\$0.56	\$8.12
711OC10020N	Oregon Chai Organic Spiced Chai Tea Latte 1:1 Concentrate 32 fl. oz.	\$4.39	2	\$0.00	\$8.78
880532704	Torani Sugar-Free Vanilla Flavoring Syrup 750 mL Plastic Bottle	\$6.14	2	\$0.00	\$12.28
880536295	Torani Sugar-Free Salted Caramel Flavoring Syrup 750 mL Plastic Bottle	\$6.27	2	\$0.00	\$12.54
880601435	Torani Caramel Flavoring Syrup 750 mL Plastic Bottle	\$6.14	2	\$0.00	\$12.28
880602074	Torani Classic Hazelnut Flavoring Syrup 750 mL Plastic Bottle	\$6.14	2	\$0.00	\$12.28
880602457	Torani English Toffee Flavoring Syrup 750 mL Plastic Bottle	\$6.27	2	\$0.00	\$12.54
880602579	Torani Peppermint Flavoring Syrup 750 mL Plastic Bottle	\$6.27	2	\$0.00	\$12.54
880602807	Torani Vanilla Flavoring Syrup 750 mL Plastic Bottle	\$6.14	2	\$0.00	\$12.28
880602852	Torani Salted Caramel Flavoring Syrup 750 mL Plastic Bottle	\$6.14	2	\$0.00	\$12.28
880603102	Torani White Chocolate Flavoring Syrup 750 mL Plastic Bottle	\$6.27	2	\$0.00	\$12.54
999OC10040	Oregon Chai Organic Original Chai Tea Latte 1:1 Concentrate 32 fl. oz.	\$4.19	2	\$0.00	\$8.38
485WJ10WH	Choice 10 1/4" Jumbo Red and White Striped Wrapped Straw - 2000/Case	\$17.99	1	\$1.33	\$19.32
130BFORKWP	Choice Individually Wrapped Medium Weight Black Plastic Fork - 1000/Case	\$9.99	1	\$0.74	\$10.73
929WCT702	Waring WCT702 2 Slice Commercial Toaster NSF	\$135.00	1	\$9.95	\$144.95
167700BRT24	Choice 16" x 19" White 24 oz. Cotton Textured Terry Bar Towel - 12/Pack	\$4.99	3	\$1.10	\$16.07
50016CAFE25	Choice 16 oz. Paper Hot Cup, Lid, and Sleeve Combo Kit - 25/Pack	\$6.59	8	\$3.88	\$56.60
880605632	Torani Toasted Marshmallow Flavoring Syrup 750 mL Plastic Bottle	\$6.14	2	\$0.00	\$12.28
999TONG10BLK	Visions 10 1/2" Black Disposable Plastic Tongs - 3/Pack	\$3.99	4	\$1.18	\$17.14



# WebstaurantStore

## Sales Invoice

Order Number	User ID	Date Ordered
102237031	42286875	9/12/2024 at 12:33 PM

Bill To	Ship To	Shipping Method
Anne Meurer 5th Grant Boutique 629 14th St Wabasha, MN 55981	Anne Old Legion Coffee 155 Pembroke Ave S Wabasha, MN 55981-1242	Common Carrier W/ Liftgate

Your Contact	Customer PO	Customer Phone
help@webstaurantstore.com		(507) 358-0104

Item Number	Description	Unit Price	QTY	Est. Tax	Total
110PC400	Sugar In The Raw 5 Gram Packets - 400/Case	\$16.99	1	\$1.26	\$18.25
176BARSPN11	Choice 11" Bar Spoon with Red Knob	\$0.69	6	\$0.31	\$4.45
928BL2T482J	AvaMix BL2T482J 2 hp Commercial Blender with Toggle Control and 2 48 oz. Tritan™ Containers - 120V	\$169.99	1	\$12.53	\$182.52
475DWHR15BK	Lancaster Table &amp; Seating 15 Gallon Black Powder-Coated Metal Half Round Decorative Waste Receptacle	\$149.99	1	\$11.06	\$161.05
712KF9NOVTBK	Noble Chemical Novo 30.4 fl. oz. (900 mL) Manual Foaming Soap / Sanitizer Dispenser with Foaming Hand Soap	\$34.99	1	\$2.58	\$37.57

Subtotal:	\$1,922.78
Shipping & Handling:	\$364.18
Estimated Tax:	\$136.12
Liftgate:	\$55.00
Total:	\$2,478.08
Balance Due:	\$0.00
Payment Method: visa - XXXX8065 - \$0.00	

Thank you for your business!

### WebstaurantStore

40 Citation Lane  
Lititz, PA 17543  
717-392-7472

Note: The above address is for billing purposes only. For questions regarding returns, visit your account at

<https://www.webstaurantstore.com/myaccount>

ROCHESTER RESTAURANT SUP  
3025 40TH AVE NW  
ROCHESTER, MN 55901  
507-289-1601

08/21/2024 14:12

Sale

Trans #: 11 Batch #: 284

CREDIT CARD  
VISA CHIP READ  
Entry Type: CONTACTLESS  
\*\*\*\*\*8065 \*\*/\*\*

TOTAL AMT: USD 51135.31

Resp: APPROVAL 00485G  
Code: 00485G  
Ref #: 423419332010  
TransID: 304234696164695

App Name: CHASE VISA  
AID: A0000000031010  
TUR: 0000000000  
ATC: 0008  
TC: 1E2FB489EEC5A019  
IAD: 06021203A00000

NO SIGNATURE REQUIRED

Thank You!



Grafe Auction Company  
PO Box 338  
Stewartville, MN 55976  
Phone: (800) 328-5920  
Fax: (800) 328-5920

Customer ID: 232472  
Bidder #: 5109  
Invoice #: 5109-2251-1  
Date: Jul 24th, 2024

**Buyer Information**  
Buyer Name: Anne Meurer  
Company: N/A  
Bidder #: 5109  
Phone #: [REDACTED]  
Email: [REDACTED]  
Address: 629 14th St  
Wabasha, MN 55981

**Auction Information**  
Auction: Landmark Minnesota Bakery Liquidation  
Event  
Date: 07/24/2024  
Location: 1212 Vermillion Street  
Hastings, MN 55033

Lot	Bidder	Title	Qty	Sale Price	Subtotal	Premium	Tax	Total
23	5109	27½"x30" Atosa MGF8401GR, Stainless steel portable self contained single door under bar cooler, 115V	1	\$500.00	\$500.00	\$90.00	\$47.94	\$637.94
95	5109	Wood high chair	1	\$13.00	\$13.00	\$2.34	\$1.25	\$16.59
122	5109	Table and chair set - Set includes (1) 71"x35½" Wood Laminate table with (8) Faux leather cushioned dining chairs with metal bases	1	\$95.00	\$95.00	\$17.10	\$9.11	\$121.21
131	5109	48"x18"x77" Metal portable 6 tier rack	1	\$120.00	\$120.00	\$21.60	\$11.51	\$153.11
139	5109	20¼"x16"x12" Hamilton Beach 1000W microwave	1	\$35.00	\$35.00	\$6.30	\$3.36	\$44.66
300	5109	91" x 25" Laminate countertop with base cabinets	1	\$325.00	\$325.00	\$58.50	\$31.16	\$414.66
Subtotals:					\$1,088.00	\$195.84	\$104.33	\$1,388.17

Subtotal: \$1,388.17  
Total: \$1,388.17

**Paid in Full**

Credit Card: [REDACTED] \$1,388.17

**Balance: \$0.00**

These auction terms are subject to the [Grafe Auction User Agreement](#), which governs the overall use of the Grafe Auction website and services. By participating in the auction, you agree to be bound by both the User Agreement and these auction terms.

**Inspection and Preview:**

- **Public Preview:** Buyers are encouraged to attend the public preview to inspect the auction items before bidding.
- **Buyer's Responsibility:** Buyers are responsible for carefully examining the items to ensure they meet their expectations. Participation in the auction signifies acceptance of the items' condition.

**Removal Location and Schedule:**

- **Pick-Up Location:** 1212 Vermillion St, Hastings, MN 55033
- **Dates and Times:** July 24, 3 PM to 6 PM, and July 25 through July 28, 9 AM to 530 PM
- **Appointment Mandatory:** Book at [Grafe Auction Removal Appointments](#)

Receipt: 85577

Register: 4 DG

8/21/2024

12:12PM

Rochester Restaurant Supply  
3025 40th Avenue  
Rochester, MN 55901

Phone: (507) 289-1601

The Old Legion Coffee Shop

Qty	Description	Price	Total
1.00	E3C-10X14-2-1	499.00	499.00
	Sink, three-compartment, 1-1/2"		
1.00	HS-17SS	132.50	132.50
	Hand Sink, wall mounted, 8" goos		
1.00	14-808L	176.00	176.00
	KROWNE FAUCET 8" CENTER 8" SPOUT		

3 year

warranty,

standard

3 year warranty, standard



Duluth Coffee Company  
105 E Superior St  
Duluth, MN 55802  
accounting@duluthcoffeecompany.com  
www.duluthcoffeecompany.com

## INVOICE

**BILL TO**  
Wabasha Coffee

**SHIP TO**  
Wabasha Coffee

**INVOICE #** 7693  
**DATE** 07/31/2024  
**DUE DATE** 07/31/2024  
**TERMS** Due on receipt

DATE	ACTIVITY	QTY	RATE	AMOUNT
	Equipment/Tech:Equipment Nuova Simonelli Appia II Compact	1	7,500.00	7,500.00

Please note, Freight and Installation will be  
billed at the time of install.

SUBTOTAL	7,500.00
TAX (7.375%)	553.13
TOTAL	8,053.13
PAYMENT	8,053.13
BALANCE DUE	\$0.00

PAID

**Bill to**

Chad Meurer

**Ship to**

Chad Meurer

**Invoice details**

Invoice no.: 1002

Terms: Net 30

Invoice date: 07/15/2024

Due date: 08/14/2024

#	Product or service	Description	Qty	Rate	Amount
1.	Services	Dumping fee	1	\$630.00	\$630.00
2.	Services	Material	1	\$400.00	\$400.00
3.	Services	Labor	1	\$1,700.00	\$1,700.00
4.	Services	Electrical fee	1	\$685.00	\$685.00

**Total****\$3,415.00****Ways to pay**

**Port Authority**

**3. 6.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** 5th Grant Revolving Loan Disbursement 2

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Review 5th Grant Revolving Loan Disbursement 2.

**ACTION REQUIRED:**

Approve 5th Grant Revolving Loan Disbursement 2.

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**Attachments**

5th Grant RLF Disbursement 2

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**5<sup>th</sup> Grant RLF Disbursement 2: \$1,874.98**

<b>5th Grant RLF Disbursement 2</b>	
Receipt 8	\$1,296.23
Receipt 9	\$578.75
<b>Total</b>	<b>\$1,874.98</b>

<b>WebstaurantStore</b>		<b>Order Number</b>	<b>User ID</b>	<b>Date Ordered</b>
Sales Invoice		102479142	42286875	9/18/2024 at 7:06 PM

<b>Bill To</b>	<b>Ship To</b>	<b>Shipping Method</b>
Anne Meurer 5th Grant Boutique 629 14th St Wabasha, MN 55981	Anne Old Legion Coffee 155 Pembroke Ave S Wabasha, MN 55981-1242	Common Carrier W/ Liftgate

<b>Your Contact</b>	<b>Customer PO</b>	<b>Customer Phone</b>
help@webstaurantstore.com		(507) 358-0104

Item Number	Description	Unit Price	QTY	Est. Tax	Total
60ST3096L	Regency 30" x 96" 16 Gauge Stainless Steel Work Table with Sink - Sink on Left	\$769.00	1	\$56.71	\$825.71
303PNG12GY	Acopa Pangea 12 oz. Ash Matte Porcelain Mug - 24/Case	\$118.49	1	\$8.74	\$127.23
303BWRESTKC3	Acopa 3 oz. Stackable Rolled Edge Bright White Stoneware Espresso Cup - 36/Case	\$27.99	1	\$2.07	\$30.06
Subtotal:					\$915.48
Shipping & Handling:					\$236.72
Estimated Tax:					\$89.03
Liftgate:					\$55.00
Total:					\$1,296.23
Balance Due:					\$0.00

Payment Method: visa - XXXX8065 - \$1,296.23

<p>Thank you for your business!</p>	<p><b>WebstaurantStore</b> 40 Citation Lane Lititz, PA 17543 717-392-7472</p> <p>Note: The above address is for billing purposes only. For questions regarding returns, visit your account at <a href="https://www.webstaurantstore.com/myaccount">https://www.webstaurantstore.com/myaccount</a></p>
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<b>WebstaurantStore</b> Sales Invoice		<b>Order Number</b>	<b>User ID</b>	<b>Date Ordered</b>
		102524092	42286875	9/19/2024 at 9:57 PM

<b>Bill To</b>	<b>Ship To</b>	<b>Shipping Method</b>
Anne Meurer 5th Grant Boutique 629 14th St Wabasha, MN 55981	Anne Old Legion Coffee 155 Pembroke Ave S Wabasha, MN 55981-1242	Ground

<b>Your Contact</b>	<b>Customer PO</b>	<b>Customer Phone</b>
help@webstaurantstore.com		(507) 358-0104

Item Number	Description	Unit Price	QTY	Est. Tax	Total
236ECEG26	Estella Caffè ECEG26 Espresso Grinder - 120V	\$539.00	1	\$39.75	\$578.75
Subtotal:					\$539.00
Shipping & Handling:					\$0.00
Estimated Tax:					\$39.75
Total:					\$578.75
Balance Due:					\$0.00
Payment Method: visa - XXXX8065 - \$0.00					

Thank you for your business!	<b>WebstaurantStore</b> 40 Citation Lane Lititz, PA 17543 717-392-7472
	Note: The above address is for billing purposes only. For questions regarding returns, visit your account at <a href="https://www.webstaurantstore.com/mvaccount">https://www.webstaurantstore.com/mvaccount</a>

**Port Authority****5. 1.****Meeting Date:** 09/24/2024**ITEM TITLE:** Determination that the Final Barge Terminal EIS is adequate and approve the determination of adequacy notice.**DEPARTMENT:** Administration

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**PURPOSE:****ITEM SUMMARY:**

The Wabasha Barge Facility state-level Final Environmental Impact Statement (EIS), which included document updates and responses to comments from the Draft EIS, the Agency coordination meeting, and the updated Draft EIS was completed and sent out for a 10-day public comment on September 3, 2024. This review period was to request comments on the adequacy of the Final EIS for the proposed project. The City received two (2) comment letters from Mr. Charlie Bricher and the MnDNR. No other comments have been received on the Final EIS document.

The 18 comments received do not impede the completion of the state-level EIS process. Many of the comments have previously been addressed and will be discussed during a follow-up meeting with MnDNR. Additionally, much of the information is incorporated into the Federal Environmental Assessment (EA) for the Maritime Administration's (MARAD) environmental review and/or will be submitted as part of the various permit applications.

**Staff Recommendations:**

- Staff recommends the Port Authority members review the attached Final EIS comment letters, comment response document, and draft Determination of Adequacy notice.
  - Identify any updates or changes needed to the Determination of Adequacy notice.
  - Staff requests the Port Authority determine the Final EIS as adequate and approve the Determination of Adequacy notice.
- o This approval, and follow-on submittal, completes the state-level environmental review process in compliance with MN Rules 4410.

**Next Steps:**

Following Determination of Adequacy approval, staff will submit this document packet to the Environmental Quality Board to complete the state-level EIS process.

The Federal EA process is currently awaiting on responses from other agencies to complete the regulatory requirements for this process. We anticipate having these responses back by late October to submit the Draft EA to MARAD in November 2024.

Permits and approvals activities will continue forward. While these cannot be finalized until completion of the Federal EA process, coordination efforts with local, state, and federal agencies can occur concurrently.

A copy of the EIS is available on the City's website: <https://www.wabasha.org/barge-terminal-facility/>

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**Attachments**

FEIS Determination of Adequacy for Approval

Minnesota DNR Comment Letter

Charlie Bricher Comment Letter

MPCA Comment Letter

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**STATE OF MINNESOTA  
CITY OF WABASHA PORT AUTHORITY  
DETERMINATION OF ADEQUACY**

**WABASHA BARGE FACILITY  
FINAL ENVIRONMENTAL IMPACT STATEMENT**

The City of Wabasha Port Authority (Port Authority), the Responsible Governmental Unit (RGU) under the Minnesota Environmental Policy Act, published a Final Environmental Impact Statement (EIS) for the Wabasha Barge Facility Project (Project) in September 2024. Notification of Availability of the Wabasha Barge Facility Final EIS for public and agency review was published in the *Environmental Quality Board (EQB) Monitor* on September 3, 2024, and was noticed through the local newspaper and direct email to agencies and interested parties. The Final EIS was also available for public review digitally at the City of Wabasha website: <https://www.wabasha.org/>. The Final EIS is incorporated herein as part of this Determination of Adequacy.

The City of Wabasha, in cooperation with the Wabasha Port Authority, is proposing to construct a commercial port facility on the Mississippi River in the City of Wabasha, Minnesota. The 8.2-acre Wabasha Barge Facility would facilitate the transfer of materials, to include but not limited to dredge material and other commodities, from river barges to trucks for transport to off-site facilities. The City of Wabasha would own the project site and contract out the port operations and transportation of materials. The Project is further described in Chapter 2 and Appendix E of the Final EIS.

**DETERMINATION OF ADEQUACY**

Chapter 4410 of the Minnesota Rules requires the Wabasha Port Authority, as the RGU, to determine the adequacy of the Final EIS for the Wabasha Barge Facility Project. The Port Authority has determined that the Final EIS is adequate under Minnesota Rule 4410.2800, Subp. 4. This rule sets the following standards for determining if a Final EIS is adequate:

Subp. 4. **Conditions.** The final EIS shall be determined adequate if it:

- A. addresses the potentially significant issues and alternatives raised in scoping so that all significant issues for which information can be reasonably obtained have been analyzed in conformance with part 4410.2300, items G and H;
- B. provides responses to the substantive comments received during the draft EIS review concerning issues raised in scoping; and
- C. was prepared in compliance with the procedures of the act and parts 4410.0200 to 4410.6500.

In making this Determination of Adequacy, the Port Authority applied the criteria found in part 4410.2800, Subp. 4, and finds that:

1. The Final EIS addresses all potentially significant issues and alternatives identified during scoping and the draft EIS processes. All significant issues for which information could reasonably be obtained have been analyzed in conformance with Minnesota Rules, part 4410.2300, items G and H. The analysis in the Final EIS addresses long-term and short-term (construction) direct and indirect impacts, as well as cumulative impacts related to the Project.
2. The Final EIS provides responses to all substantive comments received during the Draft EIS and Updated Draft EIS public and agency comment periods. Appendix J of the Final EIS contains all comments received during the public comment periods on the Draft EIS and Updated Draft EIS, respectively, and provides responses to these comments.
3. The Final EIS was prepared in compliance with the procedures of Minnesota Statutes, Chapter 116D, and with Minnesota Rules parts 4410.0200 through 4410.6500.

Additionally, during the public comment on the adequacy of the Final EIS, the Port Authority received two (2) letters with comments (15 total comments). The comments addressed additional project considerations and the sufficiency of the analysis and mitigation included in the Final EIS. While Minnesota Rule 4410.2800 does not require an RGU to respond to comments on the Final EIS, the Port Authority did review and consider the comments received on the adequacy of the Final EIS as part of this Determination of Adequacy.

As a result of these findings, and based on the administrative record, the Port Authority has determined the Final EIS for the Wabasha Barge Facility Project is adequate under the State of Minnesota's environmental review process. This Determination of Adequacy concludes the Minnesota environmental review process.

---

John Friedmeyer  
President  
Wabasha Port Authority

---

Date



Division of Ecological and Water Resources  
Region 3 Headquarters  
1200 Warner Road  
Saint Paul, MN 55106

September 13, 2024

Caroline Gregerson, City Administrator  
Wabasha Port Authority  
900 Hiawatha Drive E  
Wabasha, Minnesota 55981

Dear Ms. Gregerson:

Thank you for the opportunity to review the Wabasha Barge Facility Final Environmental Impact Statement (EIS). The Minnesota Department of Natural Resources (DNR) greatly appreciates the City of Wabasha's extensive coordination with our agency and willingness to revise the project scope and previous versions of the EIS. Our goal has been to inform an EIS that can meet State permitting needs and satisfy the state environmental review process. The purpose of our comments is to identify remaining questions to address during the permitting stage and in the upcoming federal environmental review process. With that in mind, we respectfully submit the following comments for your consideration:

1. The [Final EIS](#) available through the City's website and provided in the Environmental Quality Board (EQB) Monitor publication on September 3, 2024 is dated August 2024. A [different version](#) dated September 2024 can be accessed elsewhere through the EQB website, but is not readily available from the published link. It appears that the revised version has not been widely available for public review during this comment period.

Please note that the Appendices are also missing from the Final EIS document available for public comment on the City's website. Omitting this information hinders a full and accurate review of the project and assessment of the adequacy of the Final EIS by the public and stakeholder agencies, especially given the significant changes that have been made to the EIS since the previous public comment period. We are concerned that these issues along with the shortened review period (four fewer days than stated in the EQB Monitor notification) for the Final EIS document have not allowed for adequate public review of the proposed project.

2. On July 1, 2024, DNR provided detailed comments on a revised Draft EIS that was made available for agency review. We have reiterated some of those comments that were not adequately addressed in the Final EIS so that they can be included in the official record.
3. Please see the attached five additional Natural Heritage Review letters dated September 12, 2024 for each of the proposed alternative sites considered in the EIS. These letters should be

included in the official record, and used to inform any future federal environment review being conducted for the project. Please note that Natural Heritage Reviews are meant to be a form of early coordination that informs project planning and development, but this information was not obtained early enough to be used in the alternative analysis within the EIS. The comparison of natural resource impacts within the EIS, and the conclusions made regarding the level of impacts to state-listed species are not accurate. The DNR will consider the information from the Natural Heritage Review letters about impacts to rare features and state-listed species during future permitting decisions. Further coordination with DNR will be necessary regarding state-listed species. Please note that the EIS repeatedly refers to a “USFWS takings permit” instead of a DNR takings permit when discussing state-listed species.

4. Section 2.1, Project Description; Section 3.3, Description of Preferred Alternative: The April 23, 2024 agency meeting presentation was very helpful in clarifying the proposed project and limits to the size and scope of the preferred alternative. This information is not as clearly conveyed in the EIS. The last two bullet points under the project description (page 42) mention that electric, sewer and water utilities will be installed as a part of the project, and that a field office building could be proposed as a future action. This creates a sense of uncertainty for the extent of the size and scope of the project.

For the EIS to best inform the permitting process and permit the least environmentally impactful feasible alternative, there must be sufficient definitions or limits to each alternative to effectively evaluate and compare them. After a project identifies the scope and design and completes environmental review and permitting, any substantial future changes may require additional environmental review or permitting.

It will be important to have site plan details for comparison between alternatives to fully comprehend the scope and limits of each alternative. The only site plan included in project figures appears to be Figure 4, which was taken from the U.S. Army Corps of Engineers’ (USACE) Dredged Material Management Plan (DMMP). Figure 4 does not appear to represent the project area outline as depicted in other figures, the area proposed to be dredged, or the extent of structural improvements on the property such as scale booth, and field house. More detailed site plans representing each alternative that reflect the differences in project design/footprint and the size of the dredging area will be necessary to inform permitting decisions. We recommend including updated figures in any federal environmental review documents that are being prepared for the project.

5. Section 2.5, Project Cost, Funding, and Schedule: The DNR may request a more detailed breakdown of projects costs and how the final \$4.6 million total was calculated in order to inform permitting decisions.
6. Section 3.2, Alternate Locations: Impacts to state-listed species and sensitive ecological areas, such as Minnesota Biological Survey (MBS) Sites of Biodiversity Significance and/or DNR Native Plant Communities, are not adequately compared in the natural resource summary for each location.
7. Table 1-Alternate Sites Assessment: This section does not explicitly say that any of these alternative sites were removed from further consideration, or explain why the Carrel’s Site is the preferred location based on all the assessment factors.

8. Section 3.2.2, Onsite Alternative 3-Alternative Site Layout: This section states that the City desired to use an existing road in order to reduce tree clearing by almost an acre. The road location was moved so that the current landowner could reserve the land for future development. This alternative seems to have been rejected as the preferred alternative, despite requiring fewer natural resource impacts, to allow for future industrial development of the site, and yet that future development is not being considered in the EIS. Section 4.2.1.3 explains that the City is only purchasing 8.2 acres of the total 26.8 acre site, which raises some questions:
- a. If the current landowner, who we understand will be operating the barge facility, chooses to utilize his own property in a manner that supports the barge facility, it carries implications for the size and scope of the project. It is unclear how this proposed project may be connected to future development projects on the property. When multiple projects are owned or operated by the same entity, they may meet the definition of a connected and phased action under [\*Minnesota Rule 4410.2000, Subpart 4\*](#), concerning the handling of complex projects composed of multiple phases:
    - **Subp. 4. Connected actions and phased actions.** Multiple projects and multiple stages of a single project that are connected actions or phased actions must be considered in total when determining the need for an EIS and in preparing the EIS.

In connected actions and phased actions where it is not possible to adequately address all the project components or stages at the time of the initial EIS, a supplemental EIS must be completed before approval and construction of each subsequent project component or stage. The supplemental EIS must address the impacts associated with the particular project component or stage that were not addressed in the initial EIS.
  - b. The rezoning of both parcels within the Carrel's Site alternative to Industrial allows for development of the entire 26.8 acres that are currently zoned RC (Residential Conservancy) and R1 (Low Density Residential), in addition to the 8.2 acres the City is proposing for the project footprint. This appears to meet the definition of a "cumulative impact" under [\*Minnesota Rule 4410.0200, Subpart 11\*](#), which states:
    - **Subp. 11. Cumulative impact.** "Cumulative impact" means the impact on the environment that results from incremental effects of the project in addition to other past, present, and reasonably foreseeable future projects regardless of what person undertakes the other projects. Cumulative impacts can result from individually minor but collectively significant projects taking place over a period of time.
9. Section 4.6.2.5, Alternate Site Land Use and Zoning Assessment: This assessment of each alternate site concludes that the project proposed is not compatible with existing land use and zoning. While relevant, these considerations were not barriers to the selection of the Carrel's site that required a Comprehensive Plan amendment and rezoning of the project area. These factors should be applied consistently when comparing alternatives.

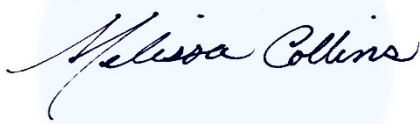


10. Section 4.13.1.3 Preferred Alternative Assessment: A more detailed analysis of recurrent sedimentation will be required as part of the DNR Public Water Work Permitting process.
11. Section 4.13.3.3, Preferred Alternative Assessment: This description indicates that there will be no stormwater treatment for the site despite the increase in impervious surfaces within the shoreland of the Mississippi River, and Section 5 does list specific stormwater BMPs for the project. Stormwater treatment BMPs are recommended for the project to protect water quality in this sensitive ecological area.
12. Section 4.15.1.5, Alternative Site Assessment: Listing the number of state-listed species present within a mile can be informative but does not represent the level of impact to these species as a result of project activities in a way that allows for accurate comparison between alternatives. The information provided in the attached Natural Heritage Review letters should be used to inform comparisons between alternatives.
13. Section 4.15.2.1, Rare Threatened and Endangered Species and Ecosystems. The discussion of mussels within the project area mentions USACE mussel surveys but not DNR mussel surveys. The DNR surveyed within the vicinity of the proposed project in 2008 and 2021; they found live mussels including threatened species and species of special concern.

During the most recent mussel survey conducted within the project area on June 6-8, 2023, one state threatened species, the mucket, was documented alive. It may be present within the proposed project area at the time of project construction, and further coordination with DNR regarding state-listed species will be required.

Thank you again for the opportunity to review this document. Please let me know if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Melissa Collins". The signature is written in a cursive style and is positioned above a light blue rectangular background.

Melissa Collins

Regional Environmental Assessment Ecologist | Ecological and Water Resources  
Minnesota Department of Natural Resources  
1200 Warner Road  
St. Paul, MN 55106  
Phone: 651-259-5755  
Email: melissa.collins@state.mn.us

CC: Megan Moore, DNR South District Supervisor  
Lucas Youngsma, DNR Area Hydrologist

# WABASHA BARAGE FACILITY PROJECT EIS

C P RAILROAD CROSSING - COUNTY ROAD \_\_\_\_ \*  
CROSSES AT AN ANGLE - NEEDS TO BE  
ADDRESS AS A SAFETY ISSUE.

NOT MENTION IN THE DOCUMENT IS  
THE IMPACT OF HIGHWAY 60 RE<sup>A</sup>IGNMENT.

Pg 53 ST ELIZABETH'S HOSPITAL IS NE OF  
PARKSIDE MARINA NOT SW

Pg 54 9.6.4.1 ITEM 4 ST ELIZABETH HOSPITAL  
NURSING HOME IS A SEPARATE SITE FROM  
THAT OF THE HOSPITAL. (REF BIKE TRAIL)

\* GRANT & 5TH. BLVD W

September 19, 2024

Caroline Gregerson  
City Administrator  
Wabasha Port Authority  
900 Hiawatha Drive E  
Wabasha, MN 55981  
[cityadmin@wabasha.org](mailto:cityadmin@wabasha.org)

RE: Wabasha Barge Facility - Environmental Impact Statement

Dear: Caroline Gregerson,

Thank you for the opportunity to review and comment on the Environmental Impact Statement (EIS) for the Wabasha Barge Facility project (Project) located in Wabasha County, Minnesota. The Project consists of The City of Wabasha, in cooperation with the Wabasha Port Authority, proposing to construct a commercial port facility ("Wabasha Barge Facility") at Upper Mississippi River mile 760 in Wabasha, Minnesota. The project site is located on tax parcels R27.00004.00 and R27.00005.03 within the City of Wabasha, Wabasha County, Minnesota (Section 30, Township 111N, Range 010W). Regarding matters for which the Minnesota Pollution Control Agency (MPCA) has regulatory responsibility and other interests, the MPCA staff has the following comments for your consideration.

#### **401 Certification:**

##### **Permits and Approvals (Section 1.7)**

This section indicates that a Clean Water Act (CWA) Section 404 Permit from the U.S. Army Corps of Engineers (USACE) for project related wetland impacts may be necessary. The EIS (Environmental Impact Statement) should clarify that if a USACE Section 404 Individual Permit is required, then an MPCA Section 401 Water Quality Certification with Conditions, Waiver, or Denial must also be obtained as part of the permitting process. You can find additional information about the MPCA's 401 Certification process at:

<https://www.pca.state.mn.us/water/clean-water-act-section-401-water-quality-certifications> .

##### **Water Resources (Section 4.13)**

###### *Surface Water*

- The EIS should clarify that if the USACE Section 404 permit or the Section 10 permit is required and in accordance with Minnesota Statutes, the Project should include the MPCA as a regulator of all surface waters as defined by Minn. Stat. § 115.01, subd. 22 Waters of the state. Even though there may be surface waters that are determined to be USACE non-jurisdictional or exempt from the Wetland Conservation Act, all surface waters are regulated by the MPCA, and any surface water impact needs to be described in the application and may require mitigation.
- In addition, if any of the USACE permitting vehicles are required, the 401 Water Quality Certification must also be included and becomes an enforceable component of the associated federal license or permit, issued under either Section 404 of the Clean Water Act or Section 10 of the Rivers and Harbors Act. The scope of a Clean Water Act Section 401 certification is limited to assuring that a discharge from a federally licensed or permitted activity will comply with water quality requirements. In addition, the applicant must also submit to the MPCA the Antidegradation Assessment in accordance with water quality standards Minn R. 7050.0265 and should review the Antidegradation requirements in 7050.0285.

If a USACE Section 404 permit is required, then 401-water quality certification is also required. The applicant must follow the 401-certification process:

- The applicant must confirm that with the completion of the Final EIS a Record of Decision/Finding of Fact (ROD/FOF) will or will not be required?
- The 401-program cannot authorize a certification with conditions, a waiver, or a denial until a complete ROD/FOF is received.
- The applicant must request and complete a pre-filing meeting.
- The applicant must complete the antidegradation (anti-deg) assessment and associated documents. A reasonable period-of-time (RPOT) will be issued after a complete anti-deg is submitted.
- The MPCA 401 program will complete an internal triage meeting to determine if this project should be certified with conditions, waived, or denied.

**Noise:**

- MPCA noise staff appreciate seeing the response to a constituents' noise concern in comment number 67 of appendix P, indicating a screening berm will be installed to mitigate noise impacts for adjacent landowners.

We appreciate the opportunity to review this Project. Please be aware that this letter does not constitute approval by the MPCA of any or all elements of the Project for the purpose of pending or future permit actions by the MPCA. Ultimately, it is the responsibility of the Project proposer to secure any required permits and to comply with any requisite permit conditions. If you have any questions concerning our review of this EIS, please contact me by email at [Chris.Green@state.mn.us](mailto:Chris.Green@state.mn.us) or by telephone at 507-476-4258.

Sincerely,

*Chris Green*

*This document has been electronically signed.*

Chris Green  
Project Manager  
Environmental Review Unit  
Resource Management and Assistance Division

CG:mb

cc: Dan Card, MPCA  
Kirsten Dieterman, MPCA  
Jeffery Hedman, MPCA  
Nicole Peterson, MPCA  
Innocent Eyoh, MPCA  
Deepa deAlwis, MPCA  
David Sahli, MPCA  
Julie Henderson, MPCA  
MPCA Regional Manager

**Port Authority**

**5. 2.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** Approve Braun Intertec to conduct Phase I environmental on old Athletic Field Site and expenditure not to exceed \$6,474.25

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

A Request for Proposals (RFP) was sent out to geotechnical and environmental consulting firms on September 4th. Three firms were invited; Braun Intertec, American Engineering Testing, and Terracon, all with offices located in Rochester. Responses were due on September 18th. Only one response was received, from Braun Intertec.

The RFP requested a Statement of Qualifications for all geotechnical and environmental work that will be required for the TH 60 Re-Route project. In addition to qualifications, a cost was requested for initial services, which consists of the completion of a Phase 1 environmental assessment of the Athletic Field property. It was not feasible to request a cost for additional services at this time because the scope of additional work will be informed by the Phase 1.

Th intent would be for the WPA to select a firm based on qualifications and cost for intial services and complete the Phase 1. Once the scope of follow on work is determined, staff would work with the selected firm to develop a scope of work and fee for additional work to be brought back to the WPA for approval.

Based on our review of Braun Intertec's qualifications, Bolton & Menk's experience in working with them in the past, and their fee for the Phase 1 Environmental Assessment, we recommend that the WPA approve the selection of Braun Intertec as the Geotechnical and Environmental consultant for the TH 60 Re-Route project.

Depending on what the Phase I identifies, there may a Phase II that needs to be completed.

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**Attachments**

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September 18, 2024 | Trunk Highway 60

# REQUEST FOR PROPOSALS TO PROVIDE PROFESSIONAL GEOTECHNICAL AND ENVIRONMENTAL SERVICES

City of Wabasha



Caroline Gregerson - City Administrator  
City of Wabasha  
900 Hiawatha Drive East  
PO Box 268  
Wabasha, MN 55981  
(651) 565-4568

Dear Caroline Gregerson,

The City of Wabasha needs a trusted and responsive consulting firm to provide timely and accurate results for their geotechnical and environmental needs. Braun Intertec Corporation (Braun Intertec) is responding to **Request for proposals to provide professional Geotechnical and Environmental Services for Trunk Highway 60 Realignment**. Our interdisciplinary approach is based on creative problem solving, proactive planning, and comprehensive support from Braun Intertec experts to provide a mix of services to meet City of Wabasha's needs in an efficient and timely manner.

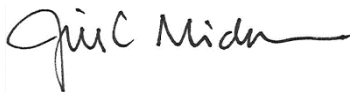
Benefits to working with Braun Intertec includes:

- **Experience** | In the last five years, Braun Intertec has completed numerous Phase I Environmental Sites Assessments for corridor roadway projects including the Kellogg Bridge Reconstruction in St. Paul, and highway reconstruction projects in Winona, Kasson, Rochester, Albert Lea, Zumbrota Falls-Mazeppa and others. Our geotechnical group has completed evaluations in similar land types in Wabasha, Albert Lea, New Ulm, Le Sueur, Bricelyn, and Rochester. Our project team's depth and local experience involving regulatory information review and corridor reconnaissance are essential for identifying potential challenges early in project development and providing recommendations to the design team and project sponsor.
- **Availability and Commitment** | Braun Intertec has a workforce of over 1,000 employees spread across several offices in the central United States, including nearby offices in Rochester, La Crosse and Minneapolis/St. Paul. Our staff of engineers and scientists routinely partner on joint environmental and geotechnical projects to provide efficient and timely delivery. If chosen for this contract, our assigned personnel will seamlessly integrate into the project team whenever their expertise is required.

Cities have benefited from our many interrelated services, which also include building and structure sciences, drilling, environmental consulting, health and safety consulting, geospatial operations, and nondestructive examination. If you have any questions regarding our submittal or would like additional information, please contact Jill Mickelson, P.E. at 507.273.7170 or [jmickelson@braunintertec.com](mailto:jmickelson@braunintertec.com).

Sincerely,

Braun Intertec Corporation



Jill Mickelson, PE  
Principal in Charge  
Principal Engineer | Investigation & Remediation



Phillip Bailey, PE  
Associate Director  
Geotechnical Engineer



# Consultant Qualifications



## Environmental Consulting

From site selection and planning, to design and construction, to operations and property management, Braun Intertec is a trusted environmental adviser to public and private clients across the nation. We take pride in our multi-faceted and practical approach to environmental consulting. Our engineers and scientists maintain a clear understanding of our client's objectives to help navigate complicated environmental issues with a focus on quality, budget, and schedule.

Braun Intertec helps our clients navigate the complex federal and state regulatory environment. Our integrated assessment and remediation services specialize in a broad range of environmental services including environmental due diligence, compliance and permitting, investigation and remediation design.

Additionally, a safe and healthy workspace is one of our top priorities. Our certified industrial hygienists and scientists focus a number of areas important to a healthy workplace including ergonomics, testing services, emergency planning and more. We help our clients by providing safe and effective solutions.

*"The Environmental Transportation Group at Braun Intertec is a team of engineers and geologists that focuses on the unique issues that arise during design and construction of roadways, utilities, and stormwater ponds in environmentally sensitive areas. From contaminated soil, to construction dewatering, to vapor impact and mitigation, and protection of surface waters and endangered habitats, our team of experts is ready to provide focused support to project sponsors, design teams, and construction companies."*



## Highlighted Services

- Phase I Environmental Site Assessment
- Contaminated Soil and Groundwater Analysis
- Contaminated Material Construction Special Provisions
- Engineering Controls and Utility Material Recommendations
- Response Action Plan Development
- Protection of Aquatic Resources from Construction Impacts
- Construction Monitoring Oversight
- Environmental Compliance Training
- Ergonomic Evaluation
- Facility Response Plan
- Hazardous Waste Management
- Hydrogeology
- Indoor Air Quality
- Industrial Hygiene
- Industrial Wastewater
- Integrated Contingency Plan
- Noise Survey
- Phase II Environmental Assessment
- Permitting
- NPDES discharge
- POTW pretreatment
- CAFO
- Petroleum Remediation
- Pollution Prevention Plan
- Public Water Supply Registration
- Risk Management Planning
- Radiation Safety
- Respiratory Protection Program
- Remediation/Design
- Routine Inspection
- Safety Training & Compliance
- SPCC Plan
- Spill Response
- Stormwater, EAW, EAI, SWPPP
- Tier Inventory
- Toxic Release Inventory
- Threatened & Endangered Species
- Wetland Delineation
- Vapor Intrusion





## Geotechnical Engineering

A strong foundation starts with a thorough understanding of soils and site characteristics. Braun Intertec offers a wide range of geotechnical resources to evaluate and navigate the uncertainty of underground construction.

Combined with our extensive knowledge of local and regional conditions, our engineers and field technicians provide site-specific solutions and recommendations to simple and complex circumstances. We understand the complex relationship between soil, rock, and groundwater across a wide range of environments including poor soil conditions, embankments, slopes, and wetlands.

In addition, our full-service in-house geotechnical and materials laboratory provides greater control over testing schedules and reporting. Whether your concern involves soil, rock or engineered materials, Braun Intertec continues to remain at the industry forefront through our continuous improvement efforts and expanding service areas.

“Braun [Intertec]’s team was able to safely and effectively complete all scopes of work needed for the project. It seems like anything I needed help with, they had a solution.”



### Highlighted Services

Pavement Coring, Soils Exploration,  
Recommendations and Reports  
R-value Determinations  
Materials Testing  
Density and Compact Testing  
Construction Density and Materials  
Testing  
Pavement Material Design  
Recommendations  
Pavement Structural Analysis/  
Testing  
Asphalt Mix Designs  
Condition Surveys & Management  
Construction Oversight  
Cone Penetration Testing  
Cross-Hole Sonic Logging  
Dilatometer  
Flexible & Rigid Design  
Foundations (shallow to deep)  
Geostructural Design  
Geotechnical Investigation  
Ground Improvement  
Load Testing & Pressuremeter  
Material Characterization  
Numeric Modeling  
Pavement Failure Evaluations  
Pulse-Echo Testing  
Recycled Mix Design  
Rehabilitation Alternatives  
Resistivity Imaging  
Rock Slopes/Stability  
Seismic  
Soil & Rock Anchors and testing  
Strain Gauging  
Streambank Stabilization/Erosion  
Structural Reinforcement  
Vane Shear

**Provide the number of years the firm has been engaged in providing environmental and geotechnical professional services based on the scope of work outlined throughout this request for proposal.**

Braun Intertec has been providing geotechnical and environmental services since 1957 and has maintained a local presence in southeast Minnesota since 1979.

Our geotechnical team routinely partners with design firms on the evaluation of subsurface conditions and design recommendations for roadway materials, pavement recommendations, drainage structures and utility installations. The geotechnical team proposed for the Project has extensive experience in each of the listed services. Our local knowledge of conditions in the Wabasha area will enable us to provide accurate and targeted feedback to the design team during construction as well. Their collective experienced team of material testers routinely measure and provide quick turn results on testing through our electronic data delivery system and are equipped with industry leading testing equipment. As well as their crews are experienced at partnering with the owner representatives to evaluate problematic conditions and track the implementation of corrective measures.

Our environmental team has a depth of experience in the listed services as well, with many local and statewide projects covering a range of project scenarios. The multi-disciplined approach to site assessment and experience on similar projects enables us to anticipate potential problems early in the design process to minimize impacts on cost and schedule. Our team members have experience from the initial environmental assessments for Phase I and II assessments, to the evaluation of contamination impacts to proposed improvements. Once the initial assessments have been completed, our team members evaluate the risks posed by contamination to the Project, as well as potential impacts to protected resources, and assists project sponsors and designers in developing the appropriate management strategies. The teams' staff have conducted supplemental hydrogeologic assessments, evaluated utility engineering controls, developed stormwater protection plans and provided real-time observation and documentation of contamination handling during construction.

**BRAUN INTERTEC CORPORATION CORE SERVICES**

Geotechnical Engineering

Environmental Consulting

Construction Materials Engineering & Testing

Nondestructive Examination

Building and Structures Sciences

# Resumes



**JILL C. MICKELSON, PE**  
*Principal Engineer*



## EDUCATION

B.S., Department of Civil &  
Environmental Engineering  
Massachusetts Institute of Technology

## PROFESSIONAL REGISTRATIONS

MN Professional Engineer  
No. 47065

WI Professional Engineer  
No. 42598-6

## PROFESSIONAL CERTIFICATIONS

Minnesota Department of Health  
Asbestos Inspector  
No. AI10868

HAZWOPER Site Supervisor

HAZWOPER 40-hr Worker

Minnesota SWPPP Designer  
Expiration 2020

Minnesota SWPPP  
Site Manager Certification  
Expiration 2020

## PROFESSIONAL AFFILIATIONS

National & Minnesota Society of Professional  
Engineers Board of Directors (2018-2020)

Rochester Chamber of Commerce – Leadership  
Greater Rochester (2017-2018)

Rochester Area Builders – Development  
Council (2012- Present) Chair (2013). Executive  
Committee Member

Ms. Mickelson serves as the principal engineer for the environmental transportation group, specializing in providing professional consulting services to transportation projects. Her work spans 30 years and includes numerous MnDOT and State-Aid corridor reconstruction projects, MnDOT and WisDOT bridge and overpass reconstruction projects, and US Army Corps of Engineers river and dam projects. Jill has provided management level environmental consulting to owner, design and contractor teams, which positions her to understand the project requirements and deliver effective solutions. Jill's focus is the coordinated delivery of efficient environmental management, emphasizing design review, early issue identification, contingency planning, training and inter-agency coordination. A recognized environmental professional, Jill has presented frequently on environmental compliance management at State and National levels

Jill's experience in transportation environmental management has provided her with crucial experience in managing multi-disciplined teams, construction stormwater management, training programs, contingency planning, emergency response, natural resource preservation, dewatering management, permitting, invasive species, endangered and protected species, wetlands, contaminated and regulated materials.

**MnDOT Trunk Highway 19 Reconstruction, Hydrogeologic Evaluation and Engineering Controls Recommendations for Contaminated Groundwater | Marshall, Minnesota**  
Principal investigator for the evaluation of groundwater contamination and potential impacts on municipal utility design. Based on the pre-existing investigation of petroleum and solvent contamination (also by Braun Intertec), the utility material designs and locations were evaluated for potential impacts and degradation by contaminated groundwater. Included an evaluation report and development of set of recommended engineering control options, and preparation of specifications and details for utilities, as well as dewatering recommendations. Partnered with the municipal design engineer and MnDOT project manager on the updates to the project plans and specifications.

**MnDOT Trunk Highway 53 Reconstruction, Engineering Controls Recommendations for Contaminated Groundwater | Eveleth to Virginia, Minnesota**  
Principal investigator for the evaluation of groundwater contamination and potential impacts on roadway and storm sewer utility improvements. Based on the concurrent investigation of groundwater contamination (also by Braun Intertec), the utility material designs and locations are evaluated for potential impacts and degradation by contaminated groundwater. Includes an evaluation report and development of a set of recommended engineering control options, and preparation of specifications and details for utilities. Partnered with the MnDOT design team and project manager to produce a set of recommendations on an accelerated time schedule. Work is ongoing.

**MnDOT I-494 Airport to Highway 169 Design-Build Project | Hennepin County, Minnesota**  
Braun Intertec leads the environmental, geotechnical and field testing efforts for the contractor's team on the \$377-million design-build highway construction project. The project

**JILL C. MICKELSON, PE**  
*Principal Engineer*

spans 9.5 miles of interstate through the cities of Bloomington, Richfield, Edina, and Eden Prairie. Jill serves as the Contract Environmental Compliance Officer and directs the work of the Environmental Quality Team, to provide design reviews and environmental management of:

- Preparation and modification of project environmental permits,
- Monitoring and tracking environmental compliance,
- Preparation of environmental training and documentation,
- Environmental Management Plans,
- Environmental Construction Quality Plan,
- Construction SWPPP Site Plan amendments,
- Storm and surface water protection and permits.
- Critical Activity Point reviews,
- Regulated and Contaminated Materials Management, and
- Design of contamination investigations and remedial alternatives, including dewatering for all construction and utility relocations.

Jill coordinates the activities of the construction, environmental and the design teams to manage contractual environmental obligations and permit compliance. She interacts with the verification team and environmental regulatory agencies.

**MnDOT TH52 Design-Build Project | Goodhue County, Minnesota**

Braun Intertec led the environmental, geotechnical and field-testing efforts for the contractor's team on the \$69-million design-build highway construction project. The project spanned 20 miles of existing and new alignment including work on four bridges and 3 culvert bridges and the construction of one interchange. Jill served as the Contract Environmental Compliance Officer for the contractor team and managed the preparation of:

- Preparation and modification of project environmental permits,
- Monitoring and tracking environmental compliance,
- Preparation of environmental training and documentation,
- Environmental Management Plans,
- Green Sheets and Environmental Construction Quality Plan,
- Construction SWPPP Site Plan amendments,
- Critical Activity Point reviews and tracking environmental compliance,
- Regulated and Contaminated Materials Management Plans,
- Design of contamination investigations and remedial alternatives, and
- Oversight of routine stormwater and environmental inspections.

Jill worked with the Project Management team and the Quality team to provide design review and coordinated the activities of the environmental and the design teams to manage contractual environmental obligations and permit compliance. She interacted with the verification team to provide unified recommendations and reports to environmental regulatory agencies.

**MnDOT TH14 Design-Build Project | Dodge and Steel Counties, Minnesota**

Braun Intertec led the environmental, geotechnical and field quality management on the contractor's team for the \$108-million design-build highway construction project. The project consists of 12.5 miles of new alignment including three new interchanges and two overpass structures and requiring the demolition of 11 properties. The project required the active management of surface and sub-surface tile drainage and was constructed in an impaired

*\*Select projects were completed employed by another firm.*



**JILL C. MICKELSON, PE**  
*Principal Engineer*

watershed. Jill served as the Contract Environmental Compliance Officer for the contractor team and was responsible for:

- Preparation and modification of project environmental permits,
- Monitoring and tracking environmental compliance, dewatering management,
- Preparation of environmental training and documentation
- Environmental Management Plans to protect sensitive resources,
- Green Sheets and Environmental Construction Quality Plan,
- Construction SWPPP Site Plan amendments,
- Critical Activity Point reviews and tracking environmental compliance,
- Contaminated Materials Management Plan and Dewatering Treatment,
- Design of contamination investigations and remedial alternatives, and
- Oversight of routine stormwater and environmental inspections.

Jill worked with the Project Management team and the Quality team to provide design review and managed the environmental field oversight team. Jill coordinates the activities of the environmental and the design teams to manage contractual environmental obligations and permit compliance. She regularly interacted with the verification team and environmental regulatory agencies. Braun also provided field level stormwater inspection and environmental quality staff.

**MnDOT TH 61/63 Red Wing Bridge Reconstruction | Red Wing, Minnesota and Pierce County, Wisconsin**

Braun Intertec was part of the contractor's construction team for this \$63-million project to replace the aging Eisenhower Bridge, construct a new Highway 63 bridge, and improve approach roadways through downtown and over the Canadian Pacific railroad corridor. Jill served as the Environmental Manager for the contractor and prepared the following deliverables for the project, which used a design-built-like approach to manage environmental risk:

- Environmental Management Plan,
- Construction SWPPP Site Plans amendments,
- Critical Activity Point reviews,
- Contaminated Materials Management Plan and Dewatering Treatment,
- Prepare and Conduct Initial and Annual Environmental Training,
- Incorporate railroad safety measures,
- New and amended permits, and
- Discharge monitoring.

Jill regularly interacted with MN and WI regulators and coordinated field inspection teams to deliver consistent inspection and corrective actions.

**Twin Ports Interchange CMGC | Duluth, MN**

Braun Intertec is on the CMGC contractor team on the estimated \$299-million I-35/I-535-Hwy 53 Interchange Reconstruction. Jill served as the Project Specialist for contaminated materials during the design constructability review phase (2018-2020) and is currently providing environmental consulting support services during construction (2021-2024). During design constructability, Jill provided design constructability reviews, including evaluation of risk and mitigation strategies for soil, groundwater, waste, and regulated materials likely to be encountered on the project. During construction Jill is managing the Braun team providing stormwater prevention and protection plans, contaminated storage

*\*Select projects were completed employed by another firm.*

**JILL C. MICKELSON, PE**  
*Principal Engineer*

facility construction oversight, contaminated groundwater sampling, management plans and stormwater site plan support to the CMGC contractor.

**Winona TH43 Bridge CMGC | Winona, MN**

Braun Intertec was part of the MnDOT oversight team for the bridge reconstruction project. Jill served as the Contaminated Materials Oversight Manager for MnDOT, coordinating the environmental construction monitoring of excavation and grading for MnDOT CM/GC project. Tasks included managing a team of technicians for both contaminated and regulatory materials field oversight. Contract requirements included:

- Identify and manage buried tanks,
- Contaminated soil and groundwater management,
- Oversee stabilization of hazardous soils,
- Conduct perimeter air sampling,
- Contaminated dewatering permitting,
- Disposal tracking and reporting, and
- Preparation of daily updates and annual implementation reports.

**MnDOT I-90 Dresbach Bridge Reconstruction | Dresbach, Minnesota and La Crosse, Wisconsin**

Braun Intertec was on the MnDOT oversight team for the \$187.4-million project to replace the aging bridge, construct a new high-speed interchange with Highway 61, and improve access to river recreational areas. The project, while a design-bid-build contract, utilized innovative performance based (design-build) protocols for environmental quality management. Jill was the Environmental Compliance Manager and Construction Stormwater Inspector for MnDOT and her responsibilities included:

- Review of contractor environmental submittals and permitting,
- Critical Activity Point reviews,
- Temporary construction design review,
- Stormwater, river, and railway impact management,
- Permit review, and
- Coordination of field inspection staff, including mentoring a DBE subcontract stormwater inspector.

The project was subject to joint Minnesota, Wisconsin and Federal permitting with regular interagency site reviews. The project spanned the Canadian Pacific railroad. The project environmental management risks included significant endangered species, including the relocation of a 3,500-member brown bat colony, and construction accommodations for northern long-eared bats, rattlesnakes, sturgeon and other species.

**MnDOT TH 13/101 DB | Savage**

Braun Intertec was on the contractor's design and construction quality team for the \$19-million design-build overpass construction project. The project was built in close proximity to protected wildlife and natural resource areas, including an artesian fen and trout stream. Jill served as the Environmental Manager for the contractor and was responsible for:

- Preparation of project environmental permits,
- Monitoring and tracking environmental compliance, dewatering management,
- Design of the artesian contingency plan,
- Design of groundwater monitoring network and hydrogeologic analysis, and
- Preparation of environmental training and documentation.

*\*Select projects were completed employed by another firm.*

**JILL C. MICKELSON, PE**  
*Principal Engineer*

She worked with the Quality team to provide design review, and prepared and reviewed all contractual environmental documentation and permits. Jill coordinated the activities of environmental specialists and the design team on environmental and stormwater management with the verification team and environmental regulatory agencies. Artesian groundwater was encountered during construction, and the project team utilized staged construction sequencing and high pressure grouting to manage impacts to the groundwater resource. The project received a 2013 American Council of Engineering Companies (ACEC) Grand Award for environmental management.

**TH 61 Hastings Bridge Reconstruction DB | Hastings, MN**

Braun Intertec was part of the contractor's design and construction quality team for the design-build joint venture team on the \$130-million bridge construction project. Jill served as the Environmental Regulatory Specialist for the contractor for the design build joint venture. Jill managed the response to contaminated soil, regulated materials, and groundwater treatment. Her responsibilities included:

- Preparing environmental management plans,
- Construction SWPPP Site Plan amendments,
- Overseeing submittals,
- Coordinating permit reviews, and
- Coordinating regulatory responses.

The project managed elevated river events, historic archaeological discoveries, and extensive contamination while minimizing disruption to the downtown. The Hastings Bridge Project won the National Steel Bridge Alliance 2016 Price Bridge Award.

**I-35E/Maryland Avenue Bridge Design Build Project/MnPASS | St. Paul, MN**

Braun Intertec was part of the MnDOT oversight team for the \$15-million design-build Maryland Bridge overpass replacement project, the first in the state to utilize a self-propelled modular transport (SPMT). Jill served as the MnDOT Environmental Manager and Construction Stormwater Inspector. Tasks included:

- Review of NTP environmental documentation,
- Coordinating design review,
- Field construction oversight of project environmental issues, including weekly stormwater inspections, hazardous material assessment, contamination, and wetland impacts.

The project unexpectedly encountered archaeological resources during construction, and Jill coordinated with project staff and the State Archaeology office to correctly manage the resources with minimal impact to the construction timeline.

**TH 55 Reconstruction DB | Medina, MN**

Braun Intertec was part of the MnDOT oversight team for the \$11-million design-build road resurfacing and reconstruction project. Jill served as the MnDOT Environmental Compliance Manager, conducting design review and coordinating field construction oversight of project environmental issues, including wetland impacts, endangered species, and stormwater. Review of environmental documentation for internal and external regulatory stakeholders.

**I-35W St. Anthony Falls Bridge DB | Minneapolis, MN\***

As the resident project engineer for the MnDOT Environmental Contaminated Materials Management Team, Jill provided supervision of multiple environmental oversight teams for field construction oversight activities associated with the demolition and reconstruction of

*\*Select projects were completed employed by another firm.*

**JILL C. MICKELSON, PE**  
*Principal Engineer*

the Interstate 35W Bridge. Responsible for field coordination with MnDOT and contractor project managers, daily updates to MnDOT Office of Environmental Services (OES) staff, stormwater and contaminated media sample verification, and field observer team workflow management. Implementation of employee Site Health and Safety Plan including personal air monitoring and perimeter project monitoring. *Commitment: 90%, 8/2007 – 4/2008*

**Phase I and II ESAs/Response Action Plan/Construction Monitoring, North Broadway Transit Corridor | Rochester, MN**

Project manager for Phase I and II ESAs of the street reconstruction of the North Broadway transit corridor. Project included corridor redevelopment with the addition of bus stations, dedicated pedestrian and bicycle trails, utility and stormwater updates. Project also included the review of potential mitigation of groundwater impacts and protection of adjacent Silver Lake/Zumbro River for the development of the Response Action Plan and Construction Monitoring Plan.

**Phase I and II ESAs/Response Action Plan/Construction Monitoring, TH57 Reconstruction | Kasson, MN**

Project manager for Phase I and II ESAs of the street reconstruction of the North Broadway transit corridor. Project included corridor redevelopment with the addition of bus stations, dedicated pedestrian and bicycle trails, utility and stormwater updates. Project also included the review of potential mitigation of groundwater impacts and protection of adjacent Silver Lake/Zumbro River for the development of the Response Action Plan and Construction Monitoring Plan.

**Phase I & II ESAs/Construction Monitoring Oversight, TH 43 (Mankato Avenue) Reconstruction | Winona, MN**

Project manager for the environmental investigation of the 2-mile TH 43 corridor starting at the TH61 interchange and extending to downtown Winona. Included street and utility reconstruction as part of a MnDOT-City partnership. Project featured installation of utilities through historical river fill areas with impacted fill soils, petroleum hydrocarbons and debris in soil and groundwater.

**Phase I & II ESAs/ Construction Monitoring Oversight, TH 60 Reconstruction | Zumbro Falls to Mazeppa, MN**

Project manager for the Phase I and II environmental investigations, and construction monitoring of the 1-mile TH 43 street and utility reconstruction through a flood-prone area. Included both street and utility reconstruction as part of the MnDOT-City partnership. Issues included petroleum soil and groundwater impacts, demolished structures, and regulated materials.

**Phase I & II ESAs/Response Action Plan/Construction Monitoring Oversight, TH 43 Reconstruction | Rushford, MN**

Project manager for the environmental investigation, response action plan development and construction monitoring of the 1-mile TH 43 street and utility reconstruction. Issues included petroleum and solvent hydrocarbons, regulated materials and incident response/air quality management.

**Phase II ESA/Construction Monitoring Oversight, Former TH 14 Turnback | Waseca, MN**

*\*Select projects were completed employed by another firm.*



**JILL C. MICKELSON, PE**  
*Principal Engineer*

Project manager for the environmental investigation and construction monitoring of the 2.5-mile former TH 14 street and utility reconstruction. Project featured petroleum and coal gasification related contamination, and regulated materials management in soil and groundwater. Utility Program and Response Action Plan approvals obtained from the MPCA. Conducted jointly with the Geotechnical Assessment of the same corridor.

**Environmental Construction Monitoring Oversight, TH 56 Reconstruction | Adams, MN**  
Project manager for the environmental construction monitoring oversight of the 0.5-mile TH 56 street and utility reconstruction corridor. Project featured petroleum and coal gasification related contamination in soil and groundwater.

**Phase I & II ESAs/Construction Monitoring Oversight, Former Trunk Highway (TH) 14 Turnback | Janesville, MN**  
Project manager for the environmental investigation and construction monitoring of the 1-mile former TH 14 street and utility reconstruction. Project featured petroleum, debris, tanks and regulated materials management in soil and groundwater.

**Construction Monitoring, TH 60/4<sup>th</sup> Street Reconstruction Project | Faribault, MN**  
Project manager for the environmental construction monitoring of this 1-mile road and utility reconstruction project through the downtown area. Featured potential heavy oils, solvents, petroleum and regulated materials management in soil.

**Construction Monitoring, TH14/15 Gateway Project | New Ulm, MN**  
Project manager for the environmental construction monitoring of the roadway, utility, and bridge construction project. Featured petroleum in soil, and free product recovery in groundwater. Regulated tanks and building regulated materials management.

**Phase I ESA and Phase II Drilling Investigation Phase I ESA/Construction Monitoring/Remedial Alternatives Analysis, North Broadway Sanitary Relief Line | Rochester, MN**  
Principal investigator for the environmental investigation and construction monitoring of the 1-mile long North Broadway Sanitary Relief Line in the north downtown area. Featured debris, regulated materials and petroleum impact management in soil and groundwater. Conducted jointly with the Geotechnical Assessment of the same corridor.

**Phase I ESA, 55<sup>th</sup> Street Phase II Realignment | Rochester, MN**  
Project manager and principal investigator for the limited Phase I ESA of the proposed 55<sup>th</sup> Street/29<sup>th</sup> Avenue intersection realignment project.

**Phase I ESA & Drilling Investigation, Slatterly West Sewer Project | Rochester, MN**  
Project manager for the environmental corridor assessment of the proposed sewer realignment in the Slatterly Park neighborhood. Conducted jointly with the Geotechnical Assessment on an accelerated schedule.

**Environmental Screening, 1<sup>st</sup> Avenue Geotechnical Study | Rochester, MN**  
Environmental screening add-on for geotechnical assessment of utility replacement project adjacent to former river fill area.

*\*Select projects were completed employed by another firm.*

**JILL C. MICKELSON, PE**  
*Principal Engineer***Phase II ESA, Trunk Highway 14 Expansion (Segments 2 & 3), Havana to Dodge | Center, MN**

Project manager for 12.3-mile MnDOT environmental corridor environmental assessment of the proposed Trunk Highway (TH) 14 alignment between Havana and Dodge Center. Issues included farmland conversion, dump sites, petroleum hydrocarbon release, and surface water receptors.

**Phase I & II ESAs/Construction Monitoring Oversight, TH 44 Reconstruction | Spring Grove, MN**

Project manager for the environmental investigation and construction monitoring of the street and utility reconstruction. Issues included petroleum hydrocarbon and regulated material management of excavated materials.

**Contamination Construction Contingency Plans, Street Improvement Projects | Various Cities, Minnesota\***

Project engineer for the development of specifications and environmental oversight of the management of undesirable soil and debris excavated during utility reconstruction projects in the communities of Rochester, Grand Meadow, Janesville, Waseca, Montgomery, Maplewood, Golden Valley, Worthington and Holdingford, Minnesota.

*\*Select projects were completed employed by another firm.*



**MICHELLE J. LAGARDE**  
*Project Scientist*



**EDUCATION**

MS, Earth Science, University of Minnesota – Twin Cities  
BA, Environmental Science/Geology, University of Minnesota – Morris

**CERTIFICATIONS**

Professional Geologist (62711)  
40 Hour Initial HAZWOPER Health and Safety Training  
8 Hour HAZWOPER Refresher Training  
OSHA 30 Hour Construction Safety and Health  
MDH Certified Asbestos Inspector  
No. AI14621  
MDH Certified Asbestos Supervisor  
No. AS14621  
eRailSafe Certified

Ms. LaGarde is a Project Scientist in Braun Intertec's St. Paul, Minnesota office. Her current professional focus includes an emphasis on geological site assessments and site remediation. Her current responsibilities include Phase I Environmental Site Assessments, Phase II Drilling Investigations, environmental construction monitoring, geotechnical and environmental borehole logging, soil and groundwater sampling, soil classification, air sampling, field photoionization detector (PID) soil screening, global positioning system (GPS) data collection and soil remediation.

**PROJECT EXPERIENCE**

- *F Line Bus Rapid Transit (BRT), Modified Phase I ESA, Blaine to Minneapolis, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along University Avenue, 53rd Avenue NE, and Central Avenue, between Blaine and Minneapolis, Minnesota, including twenty-seven low, eighty-three medium, and ninety-six high sites of concern. (2024).
- *Cedar Lake Road & Louisiana Avenue Improvements, Modified Phase I ESA, St. Louis Park, MN* – Ms. LaGarde conducted the desktop study for the improvement projects along Cedar Lake Road and Louisiana Avenue in St. Louis Park, Minnesota. The Modified Phase I ESA included an All Appropriate Inquiries (AAI) Phase I and site reconnaissance. The Phase I investigation identified several areas of concern along Cedar Lake Road and Louisiana Avenue, including five low, ten medium, and six high sites of concern. (2024)
- *2024 Pavement Management Project, St. Louis Park, MN* – Ms. LaGarde managed the environmental oversight portion of the geotechnical/environmental soil borings. She reviewed soil boring logs and communicated with the environmental field technician regarding soil sampling intervals. Ms. LaGarde assisted with environmental reporting tasks and client communications. Additionally, Ms. LaGarde organized the completion of additional soil borings to delineate soil contamination that was identified during the geotechnical drilling investigation. Ms. LaGarde completed the Soil Management Plan and Construction Contingency Plan for the 2024 Pavement Management Project, as well as assisted with the Special Provisions inclusion in the project bid documents. (2024)
- *Maryland Avenue Reconstruction, Modified Phase I ESA, St. Paul, MN* – Ms. LaGarde conducted the desktop study for the improvements project along Maryland Avenue between Clark Street and Edgerton Street in St. Paul, Minnesota. (2023)
- *McAndrews Road (County State Aid Highway [CSAH] 38) Improvements, Modified Phase I ESA, Apple Valley, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the improvements project along CSAH 38 between 140th Street and Galaxie Avenue in Apple Valley, Minnesota. (2023)
- *Trunk Highway (TH) 53, S.P. 6918-103, Modified Phase I ESA, Eveleth and Virginia, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the improvements project along TH 53 in Eveleth

*\*While employed by another firm.*

## MICHELLE J. LAGARDE

### *Project Scientist*

and Virginia, Minnesota. The Phase I investigation identified 4 low, twenty-six medium, and 6 high sites of concern along TH 53. (2023)

- *CSAH 26 Improvements, Modified Phase I ESA, Eagan, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the improvements project along CSAH 26 between Trunk Highway (TH) 13 to CSAH 31 and CSAH 31 to Interstate (I)-35E in Eagan, Minnesota. (2023)
- *B Line Bus Rapid Transit (BRT), Modified Phase I ESA and Phase II ESA, Minneapolis to St. Paul, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along Lake Street in Minneapolis, and Marshall Avenue and Selby Avenue in St. Paul, Minnesota. Ms. LaGarde organized the advancement of ten Geoprobe soil borings along the West Package of the B Line Corridor. Ms. LaGarde conducted the field work for the B Line West Package, reviewed analytical data, and completed reporting tasks for the Phase II ESA. Ms. LaGarde assisted in the completion of the Response Action Plan and Construction Contingency Plan (RAP/CCP). (2022-2024)
- *County Road D Improvements, Modified Phase I ESA, Little Canada to Maplewood, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the improvements project along County Road D between Greenbrier Street to County Road D Circle in the cities of Little Canada, Vadnais Heights, and Maplewood, Minnesota. (2022)
- *Parcel 35-31-22-33-0004 (1697 Ash Street), Phase I ESA, Lino Lakes, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the property located at 1697 Ash Street in Lino Lakes, Minnesota. The Phase I ESA was conducted in general conformance and with the scope and limitations of ASTM Practice E1527-13 and 40 CFR Part 312. (2022)
- *TH 65 Reconstruction, Modified Phase I ESA, Blaine to Columbia Heights, MN* – Ms. LaGarde assisted in the completion of a desktop study and site reconnaissance for the Phase I investigation that identified numerous areas of concern along TH 65 (Central Avenue) between TH 10 and 37<sup>th</sup> Avenue NE from Blaine to Columbia Heights, Minnesota. (2022)
- *TH 3 & 30<sup>th</sup> Street Northwest Roundabout, Modified Phase I ESA, Faribault, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation at the intersection of TH 3 and 30<sup>th</sup> Street Northwest in Faribault, Minnesota. (2022)
- *Intersection Improvements Project, I-35, TH 19, CSAH 46, and CR 59 Modified Phase I ESA, Northfield, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation in the vicinity of I-35, TH 19, CSAH 46, and County Road (CR) 59 in Northfield, Minnesota. (2022)
- *Jackson Street Reconstruction, Modified Phase I ESA, St. Paul, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along Jackson Street between Arlington Avenue East and Rose Avenue E in St. Paul, Minnesota. (2022)
- *TH 57, Modified Phase I ESA, TH 57 Roundabout Construction, Kasson, MN* – Ms. LaGarde aided in the completion of the desktop study for the Phase I investigation that identified several areas of concern in the vicinity of TH 57 and 16<sup>th</sup> Street in Kasson, Minnesota. (2022)
- *TH 25 Reconstruction, Modified Phase I ESA and Phase II ESA, Buffalo, MN* – Ms. LaGarde assisted in the completion of the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along TH 25 between First Street Northeast and Montrose Boulevard in Buffalo, Minnesota. In addition, Ms. LaGarde developed the Work Plan for the Phase II investigation. She collected soil and groundwater samples for the Phase II investigation to identify compounds of concern that include VOCs, petroleum hydrocarbons (diesel and gasoline range organics), metals, and PAHs that were attributed to historic commercial site use. After completion of the Phase II ESA, Ms. LaGarde assisted in the preparation of the RAP/CCP. (2021-2023)

*\*While employed by another firm.*



## MICHELLE J. LAGARDE

### *Project Scientist*

- *Parcel 75-114-4320 Phase I ESA, Elk River, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the property located at 10638 205<sup>th</sup> Avenue NW in Elk River, Minnesota. The Phase I ESA was conducted in general conformance and with the scope and limitations of ASTM Practice E1527-13 and 40 CFR Part 312. (2021)
- *CSAH 33 Redevelopment Project, Modified Phase I ESA, Elk River, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along CSAH 33 between TH 169 and CSAH 13 in Elk River, Minnesota. (2021)
- *Proposed Bus Garage Phase I ESA, Crookston, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Proposed Bus Garage located near the intersection of Guthrie Street and Third Avenue South in Crookston, Minnesota. The Phase I ESA was conducted in general conformance and with the scope and limitations of ASTM Practice E1527-13 and 40 CFR Part 312. (2021)
- *Modified Phase I ESA, Hennepin Avenue, Minneapolis, MN* – Ms. LaGarde assisted in the completion of the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along Hennepin Avenue between West Lake Street and Douglas Avenue in Minneapolis, Minnesota. (2021)
- *\*Phase I Update, TH 13 Project, Savage, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I Update investigation that identified several areas of concern along TH 13 between Pennsylvania Avenue South and Quentin Avenue South in Savage, Minnesota. (2021)
- *\*Phase I ESA, TH 97 Project, Forest Lake, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along TH 97 between I-35 and TH 61 in Forest Lake, Minnesota. This project involved accelerated investigation and reporting timelines as numerous design modifications were added during program development. (2020-2021)
- *\*Phase I and II ESA, TH 71 Project, Olivia, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along TH 71 in Olivia, Minnesota. She collected soil and groundwater samples for the Phase II investigation to identify compounds of concern that include VOCs, diesel and gasoline range organics, metals, and PAHs that were attributed to historic commercial site use. (2020)
- *\*Phase I and II ESA, TH 22 Project, Glencoe, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along TH 22 in Glencoe, Minnesota. This project involved accelerated investigation and reporting timelines as numerous design modifications were added during program development. She collected soil and groundwater samples for the Phase II investigation to identify compounds of concern that include VOCs, diesel and gasoline range organics, metals, and PAHs that were attributed to historic commercial site use. She handled various data management tasks including data analysis, formatting data deliverables, and compiling both Phase I and II reports. (2020)
- *\*Phase I ESA, TH 13 Project, Savage and Burnsville, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along TH 13 between TH 101 and Nicollet Avenue in Savage and Burnsville, Minnesota. This project involved accelerated investigation and reporting timelines as numerous design modifications were added during program development. (2019-2020)
- *\*Phase I ESA, TH 156 Project, St. Paul, MN* – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along TH 156 (Concord Street) between TH 52 and Annapolis Street East in St. Paul, Minnesota. This project involved accelerated investigation and reporting timelines as numerous design modifications were added during program development. (2019)

*\*While employed by another firm.*

**MICHELLE J. LAGARDE***Project Scientist*

- *\*Phase I ESA, CSAH 70 Dakota County, Lakeville, MN – Ms. LaGarde completed field oversight and reporting duties in conjunction with the Phase I environmental investigation of CSAH 70 in advance of planned reconstruction and redevelopment activities in Lakeville, Minnesota. The Phase I ESA followed standard MnDOT protocols for a Limited Phase I ESA but also included AAI standard of care for two proposed acquisition parcels. (2019)*
- *\*Phase I and II ESA, I-494 Project, St. Paul, MN – Ms. LaGarde conducted the desktop study and site reconnaissance for the Phase I investigation that identified several areas of concern along the I-494 mainline between American Boulevard in Bloomington to approximately 2,000 feet east of Hardman Avenue South in South St. Paul, Minnesota. This project involved accelerated investigation and reporting timelines as numerous design modifications were added during program development. She collected soil and groundwater samples for the Phase II investigation to identify compounds of concern that include VOCs, diesel and gasoline range organics, metals, and PAHs that were attributed to historic commercial site use. (2018-2020)*

*\*While employed by another firm.*

**ROSE M KRAUS***Staff Scientist I***EDUCATION**

B.A. Environmental Biology  
Saint Mary's University of Minnesota

**CERTIFICATIONS**

40-hour HAZWOPER  
Asbestos Inspector  
eRailSafe Contractor

Ms. Rose Kraus is a Staff Scientist in the Braun Intertec Environmental Consulting group. Her work includes the collection of soil, vapor, and water samples, field screening of soils during excavations, and providing detailed notes on her work sites and findings. She has worked on Phase I and Phase II Environmental Site Assessments (ESAs) and assisted in writing reports. Rose is knowledgeable in the proper use of field equipment, the standard procedures for sample collection and transport, and is familiar with MPCA guidance.

**PROJECT EXPERIENCE**

- *Range Street Apartments, Mankato, MN* – Conducted field work and assisted in report writing for a Phase I and Limited Phase II ESA. Site reconnaissance was conducted in addition to collecting soil vapor samples using 6-liter air canisters.
- *Idc-Automatic, Coon Rapids, MN* – Conducted field work to investigate recognized environmental conditions (RECs) discovered during the previous Phase I ESA. Efforts included coordinating sample locations with the driller and utility locate. Field work included installing temporary sub-slab vapor pins, setting up and running 6-liter air canisters, screening, logging, and collecting soil and groundwater samples.
- *NNG West Leg Expansion, Welcome, MN* – Conducted field work related to the expansion of the North Natural Gas pipeline. Field work comprised of soil sampling down to 150 feet bgs. Efforts included coordinating with the driller, and screening, logging, and sampling of soil.
- *Canvas Apartments, Minneapolis, MN* – Oversaw the RAP Implementation of a large parcel containing contaminated soil, debris, and asbestos. Efforts included field screening and observations to characterize the soil for offsite disposal. Oversight of asbestos abatement and the removal of a leaking buried oil tank was also conducted.
- *The Fern, Lauderdale, MN* – Conducted field work to monitor the removal of ash impacted soil. Efforts included manifesting trucks, PID screening soil, and tracking the amount of impacted soil leaving the Site and where on Site it was located. Coordination between the excavator and site supervisor was a major component in removing the impacted soil.
- *Former SuperAmerica 4754, Stewartville, MN* – Oversaw the installation of three monitoring wells in association with an open leak site. Field work included coordination with drillers, utility locates, and city personnel, soil and water sampling, soil screening, and filling out well installation data sheets.

**ROSE M. KRAUS***Staff Scientist I*

- *Hiawatha Maintenance Facility Redevelopment, Minneapolis, MN* – Conducted environmental sampling and monitoring at a very high-profile site. Field work included setting up air sampling pumps, monitoring aerosol contaminants every 30 minutes, tracking weather data, and collecting samples.
- *United Village Blocks A, B, D, and F1, Minneapolis, MN* – Completed twenty soil borings for a Phase II ESA across multiple parcels. Field work included coordination with drillers and utility locates, screening soils, collecting soil samples, and taking detailed notes to assist in classifying soils for redevelopment purposes.
- *The Heights Redevelopment, Maplewood, MN* – Oversaw mass excavation of contaminated soil for the redevelopment of a previous golf course. Field work included collecting air samples to analyze for mercury twice a week as well as sampling of over 200 confirmation samples throughout the project duration. Additionally, monitored dust levels and weather conditions in real time with DustTrak monitors and relaying those results to the client and onto a community website.
- *Groundwater Sampling, Northern MN* – Worked with a small team, that in collaboration with the Minnesota Pollution Control Agency, sampled over 30 landfills in northern MN to delineate PFAS impacts in groundwater. Throughout the duration of the project, implemented safe and effective strategies to work in remote locations for multiple weeks while collecting multiple groundwater samples from monitoring wells. Used the most effective sampling methods to sample multiple wells without cross contamination.



# BRAUN INTERTEC



## EDUCATION

MS, Geology, Univ. of Houston  
BS, Geology, Univ. of Houston

## PROFESSIONAL REGISTRATIONS

Professional Geologist, Minnesota #49913  
Certified Hazardous Materials Manager #31335

## CERTIFICATIONS

40 Hour Initial HAZWOPER Health and Safety Training  
8 Hour HAZWOPER Refresher Training  
8 Hour HAZWOPER Site Supervisor Training  
Loss Prevention System™ Training

## MARY A. CANINO, PG, CHMM *Director, Principal Scientist*

Ms. Canino has over seventeen years of experience in environmental projects encompassing a wide array of technical disciplines having managed projects at the intersection of geology and environmental science, hydrogeology, geotechnical engineering, water resources, and civil design. Mary has had a major role in the execution of large-scale site investigations and corrective actions for brownfield development, numerous transportation corridor Phase I and Phase II Environmental Site Assessments (ESAs), and contaminated material management during major infrastructure projects. Between 2015 and 2020, Mary served as augmented staff on Minnesota Department of Transportation's Contaminated Materials Management Team within the Office of Environmental Stewardship. Ms. Canino's current duties include management of Braun Intertec's transportation-related environmental consulting group, program management, project management, and senior technical direction/review.

## SELECT PROJECT EXPERIENCE

- *TH 10/75 11<sup>th</sup> Street Underpass, Moorhead, MN* - Principal in charge for environmental oversight of response action implementation and contaminated material management during construction. (2024 - ongoing)
- *Metro Blue Line Light Rail Transit (LRT) Extension Project, Minneapolis, Golden Valley, Robbinsdale, Crystal, and Brooklyn Park, MN* – Principal in charge for the Phase II Drilling Investigation, regulatory coordination for liability assurances, and response action planning for the former 13.3-mile planned extension of the Blue Line LRT route (2023 – ongoing)
- *F Line BRT, Minneapolis to St. Paul, MN* – Project Manager and Senior Technical Reviewer for the Phase I ESA of 25 platform locations along Central Avenue and University Avenue in Minneapolis, Columbia Heights, Fridley, Spring Lake Park, and Blaine, MN. Based on Braun Intertec's assessment, 230 sites were identified within the Corridor as a low, medium, or high potential for contamination (2023-2024).
- *Blue Line Light Rail Extension, Hennepin County, Minneapolis, Robbinsdale, Crystal, Brooklyn Park, MN* - Principal in charge for an additional segment Phase I Environmental Site Assessment (ESA), new alignment investigation work planning, Phase II ESA, and response action planning. (2023)
- *TH 13 Construction Monitoring, S.P. 7001-128, Savage, MN* – Principal in charge for environmental oversight of response action implementation and contaminated material management during construction. (2022-2023)
- *Metro Blue Line Light Rail Transit (LRT) Extension Project, Minneapolis, Golden Valley, Robbinsdale, Crystal, and Brooklyn Park, MN* – Principal in charge for the Phase I ESA for the former 13.3-mile planned extension of the Blue Line LRT route which identified a total of 271 parcels as having a low, medium, or high potential for contamination. (2023)
- *Jackson Street Reconstruction, Saint Paul, Ramsey County, MN* - Project manager and technical director for the Phase I ESA and Limited Phase II ESA completed during preliminary design in an area of Saint Paul with a long history of industrial and commercial development. (2022)

*\*While employed by another firm.*

## MARY A. CANINO, PG, CHMM

### *Principal Scientist*

- *B Line BRT, Minneapolis to St. Paul, MN* – Program Manager; Coordinated the Phase I ESA and performed the Senior Technical Review (2021-2022).
- *TH 65, Columbia Heights to Blaine, MN* – Program Manager; Coordinated the Phase I ESA and performed the Senior Technical Review. (2022)
- *Stone Arch Bridge, Minneapolis, MN* – Principal in charge. Completion of the Site Reconnaissance and Senior Technical Review. (2020-2021)
- *Statewide Asbestos and Regulated Waste Material and Removal Oversight, MN* –Principal-in-Charge for on-call construction-related environmental assistance related to asbestos and regulated materials. (2021-current)
- *Asbestos and Hazardous Waste Abatement Oversight – Construction Monitoring\** - Project manager for numerous construction monitoring projects including the TH 61/63 Red Wing Bridge, Minnesota River Bridge Reconstruction project in Bloomington, MN, the Interstate 35W (I-35W) Downtown to Trunk Highway (TH) 62 Crosstown Reconstruction project in Minneapolis, MN, and the I-94 Design Build project in Albertville, MN. (July 2018 – Sept 2020)
- *County State Aid Highway 38, Dakota County, Apple Valley, MN* — Ms. Canino served as project manager for the Corridor Phase I ESA completed during preliminary design along the 2-mile corridor including locations of three retaining walls. (2023)
- *County State Aid Highway 28, Dakota County, Eagan, MN* — Ms. Canino served as project manager for the Corridor Phase I ESA completed during preliminary design along the 0.5-mile corridor identifying a location of potentially poor-quality fill and a parcel exhibiting concerns for acquisition (i.e., chlorinated solvents). (2023)
- *TH 65, Columbia Heights to Blaine, MN* – Program Manager; Coordinated the Phase I ESA and performed the Senior Technical Review. (2022)
- *TH 40 Marshall Reconstruction* – Principal in Charge responsible for scoping and contracting of a groundwater impact and dewatering analysis project. Current activity includes coordination, analysis of identified impacts within the corridor and work plan development. (2022- present)
- *TH 68 Ghent and TH 212 Sacred Heart Groundwater Dewatering Analysis* – Served as Principal in Charge and senior technical reviewer during two concurrent groundwater dewatering analysis assessments. Ms. Canino's familiarity with MnDOT design standards, construction elements, and construction methods provided guidance during the assessments and in communication with District engineers. (2021-2022)
- *Jackson Street Reconstruction, Saint Paul, Ramsey County, MN* - Project Manager and technical director for the Phase I ESA and Limited Phase II ESA completed during preliminary design in an area of Saint Paul with a long history of industrial and commercial development. (2022)
- *Fort Snelling National Cemetery Gravesite Development and Cemetery Improvements, US Department of Veteran Affairs, Minneapolis, MN* – Project manager and senior technical reviewer for a pre-renovation Hazardous Building Materials Inspection performed at the Fort Snelling Cemetery Public

*\*While employed by another firm.*

**MARY A. CANINO, PG, CHMM**  
*Principal Scientist*

Information Center, Administration Building, and Maintenance Building. (Oct 2022)

- *B Line BRT, Metro Transit, Minneapolis to St. Paul, MN* – Environmental Program Manager; Coordinated and provided senior technical review of the Phase I ESA at 28 station locations presenting findings and recommendations in matrix format as requested by Metro transit. Subsequently developed and implemented the work plan for the Phase II Drilling Investigation. (2021-Ongoing).
- *TH 65, Columbia Heights to Blaine, MN* – Program Manager; Coordinated the Phase I ESA and performed the Senior Technical Review. (2022)
- *Dakota-Edgewood Trail and Pedestrian Bridge, Saint Louis Park, Minnesota* – Ms. Canino served as the primary author of a Hennepin County Environmental Response Fund (ERF) grant application (Fall 2020 grant cycle) on behalf of the City of Saint Louis Park. If awarded, the grant would provide reimbursement for remedial project costs to be completed in 2021. Applicants are to be notified of determination in February 2021.
- *Stone Arch Bridge, Minneapolis, MN* – Completion of the Site Reconnaissance and performed the Senior Technical Review. (2020-2021)
- *I-35W North MnPASS, Roseville to Lino Lakes, MN* — Performed senior technical review of the comprehensive Response Action Implementation Report and emergency response for discharge sampling following a release of petroleum-impacted surface water following a major storm event. Served as Principal in Charge between December 2021 and receipt of regulatory approval of completed actions in May 2022. (2021 – 2022)
- *I-35W North MnPASS, Roseville to Lino Lakes, MN\** - Performed senior technical review of Limited Phase II Investigation reports, Response Action Plan, and served as the primary author of contaminated soil and groundwater special provisions for inclusion in bid documents. (2019 – 2021)
- *Trunk Highway 61, Kellogg Boulevard Bridge, Ramsey County, Saint Paul, MN* – Ms. Canino is currently serving as the senior technical director during the implementation of the Phase I Environmental Site Assessment (ESA) Update and Subsurface Investigations. Ms. Canino was responsible for generating the Phase II Investigation Work Plan upon review of 60% roadway and preliminary bridge plans and will provide senior technical review of environmental data and findings in advance of construction for contaminated material management planning (2021-ongoing).
- *Operable Unit P and Q, Lead Investigation, Feasibility Study, and Remedial Design, Former Duluth Works, Duluth, MN\** – Serving as project manager and client representative, Ms. Canino provided technical direction and reporting oversight from development of a conceptual site model through value-engineering and contracting. Ms. Canino continued to advise US Steel during work package coordination and review of contractor work plans. (2018-2021)
- *Rochester Bus Rapid Transit, Rochester, MN* – Ms. Canino performed the Senior Technical Review for Phase I and Phase II ESAs for the approximate 2.9-mile planned Bus Rapid Transit (BRT) line in Rochester, MN. The assessments were

*\*While employed by another firm.*

## MARY A. CANINO, PG, CHMM

### *Principal Scientist*

completed to identify, to the extent possible, existing sources of contamination (based on present or former uses) at locations that could impact future construction of stations along the planed route. (2020-2023)

- *County State Aid Highway 46, Dakota County, Rosemount, MN* — Ms. Canino served as project manager and technical director for the Phase I ESA and Limited Phase II ESAs completed during preliminary design for highway expansion and utility upgrades along the 4-mile corridor traversing the former Gopher Ordinance Works. Subsequently, a cost analysis for regulated materials and environmental response actions for four potential alignment alternatives were prepared for the Project management Team's consideration (2020-2021).
- *Metro Emergency, SP 6212-148, TH 36 Rapid Response Construction Monitoring, Roseville, MN\** - Ms. Canino served as project manager and technical director for this rapid response construction monitoring and oversight project. Upon notification of potential contaminated materials identified within the corridor, Ms. Canino mobilized staff to the project corridor within 4 hours. Test pits identified petroleum impacted soil above MPCA guidance for reuse. With direction and approval from CMMT, field staff assisted with sample collection and analysis, preparing a waste profile, garnering landfill approval for disposal, and assisting MnDOT's earth moving contractor with soil management. The rapid response resulted in minimal construction downtime and direct hauling of contaminated soils eliminating the need to stockpile and double handle soil. COC: petroleum-related VOCs. (2019)
- *Trunk Highway 61, Reconstruction Project, Grand Marais, MN* – Ms. Canino served as technical advisor to the Braun Intertec project manager and field team during construction monitoring having previously assisted MnDOT with the preparation of Contaminated Materials Special Provisions and coordination between MnDOT and the Minnesota Pollution Control Agency (MPCA) during project planning for the first MnDOT administered MPCA project. During the pre-construction meeting, Mary represented project interests regarding confirmation sampling, waste documentation, and expectation of limited groundwater management per MPCA design. Contaminants of concern (COC) managed included petroleum-related VOCs, polycyclic aromatic hydrocarbons (PAHs), and metals. Final reporting remains. (2016 – present)
- *Trunk Highway (TH) 55 (Hiawatha Avenue), Minnesota Department of transportation, Minneapolis, MN* — Principal in Charge during ongoing Phase II Drilling Investigation and Construction Monitoring phases of the project being completed under three separate state project numbers. To date, Braun Intertec has completed an initial Phase II Drilling Investigation and is currently completing construction monitoring during construction within the Hiawatha Avenue corridor. Braun has also recently completed the field investigation portion of an additional Phase II Drilling Investigation within the TH 55 and Lake Street interchange (2020-Ongoing).
- *Response Action Implementation, Pistol and Shotgun Firing Range, Minnesota Department of Transportation (MnDOT) Training Center, Arden Hills, MN\** – On behalf of MnDOT's Regulated Materials Unit (RMU), Ms. Canino served as

*\*While employed by another firm.*



## MARY A. CANINO, PG, CHMM

### *Principal Scientist*

project manager during response action planning, regulatory coordination, and implementation of the remediation and stabilization of lead-contaminated soil at the former Minnesota State Patrol gun range. The location was identified for the construction of a MnDOT testing laboratory. RAP approval was issued in October 2015. Upon two rounds of excavation, confirmation testing, and lead-stabilization, a No Further Action letter was issued in April 2016. The primary contaminant of concern was lead. (2015-2016).

- *Industrial Stormwater Permitting, Planning, and Compliance Monitoring, Duluth, Minnesota* – As the project manager between 2014 and 2020, Ms. Canino was responsible for all Industrial Stormwater (ISW) Program activities at the former Duluth Works Superfund site including planning, permitting, annual monitoring, benchmark sampling, inspections, and maintenance of completed response actions. As a subcontractor to the prime environmental consultant beginning in 2021, Ms. Canino continues to provide guidance regarding benchmark monitoring, annual monitoring findings, and anticipated monitoring programs post sediment final remedy. (2014 – 2021)
- *Remedial Design for In-Situ Tar Stabilization and Confined Disposal Facility Construction, Duluth, Minnesota* - As project manager, Ms. Canino provided oversight during the preparation of Basis of Design documents for in-situ tar stabilization across 1.2 acres, construction of a 45,000 cubic yard (CY) and 235,000 CY confined disposal facility (CDF) for impacted sediments at the former Duluth Works site within the Saint Louis River Area of Concern. Ms. Canino continues to advise US Steel during construction of the final remedy. Work associated with the design included geotechnical investigations, sediment treatability studies, representing client interests during 50% design value engineering workshops with the United States Environmental Protection Agency (USEPA) Great Lakes National Program Office, Army Corps of Engineers, select national sediment dredging contractors, and subject matter experts, preparation of contract specifications for construction, and responding to two rounds of bid solicitation and requests for information. (2018-2021)
- *Trunk Highway 61/63 Corridor and Red Wing Bridge Reconstruction, Red Wing, Minnesota\** – Through numerous contracts with the Minnesota Department of Transportation's Office of Environmental Stewardship's Contaminated Materials Management Team (CMMT), Ms. Canino involvement spanned from the initial Phase I Environmental Site Assessment through completions of construction monitoring within areas of special provisions indicating contaminated soil and groundwater. Additional components over the course of the pre-construction activities included technical reporting for the Phase II Environmental Site Assessment and preparation of draft special provision language for MnDOT's review and incorporation into construction documents. Since 2018, Ms. Canino served as project manager and MnDOT's Environmental Consultant for environmental construction oversight including quarterly perimeter air monitoring and contingency action for the management of discovered manufactured gas plant waste material determined characteristically hazardous for benzene. (2010 – 2020)

*\*While employed by another firm.*

## MARY A. CANINO, PG, CHMM

### *Principal Scientist*

- *Hydrogeologist Staff Augmentation Position, Minnesota Department of Transportation Central Office, Saint Paul, Minnesota\** - Ms. Canino served as staff augmentation within Minnesota Department of Transportation's Office of Environmental Stewardship's Contaminated Materials Management Team (CMMT). In this role, Ms. Canino has worked to establish strong working relationships with CMMT project managers, District project managers, and District right-of-way staff having assisted on over 400 State Projects, predominately in Districts, 1, 2, 3, 8, Metro North, Metro South, and Metro East. Ms. Canino has assisted MnDOT's OES Project Managers at all stages of the environmental risk management approach. Completed tasks included P6 Scoping, responding to District ENM requests, advancing the Department's EDD process, preparing Phase I and Phase II ESA scopes of work, emergency contracting for drilling, preparing and amending contract documents, preparing notification letters for submittal to landowners, communicating with MPCA staff regarding liability assurances, preparing regulatory program applications, completing technical reviews, and providing technical guidance and recommendations to the CMMT team where requested or warranted. (Sept 2015 – Sept 2020)
- *County State Aid Highway 70, Dakota County, Lakeville, Minnesota\** – Ms. Canino served as project manager and technical director for the Phase I and Phase II Environmental Site Assessments completed in advance of reconstruction and utility upgrades along the 4-mile County State Aid Highway (CSAH) 70 corridor between Interstate 35 (I-35) and Cedar Avenue. Phase II activities included the investigation of sediment within a nine-acre drainage basin in accordance with the Minnesota Pollution Control Agency's Managing Stormwater Sediment Management Practices Guidance. (2018 – 2020).
- *Interstate 94 Construction Contingency Planning, State Project 6282-255, Saint Paul, MN* – An investigation along North Main St, W 11<sup>th</sup> St, N Wacouta St, and Broadway adjacent I-94 in downtown Saint Paul identified elevated metals in near-surface soils under existing pavement. Ms. Canino is currently under contract to provide regulatory assistance in advance of construction (2021).
- *Interstate 94 Phase I Updates and Phase II Environmental Site Assessments, State Projects 6282-212, 6282-231, 6283-247, Saint Paul, Minnesota\** - Ms. Canino served as the project manager and technical director for the I-94 corridor upgrades between TH 280 and the Kellogg Boulevard Bridge on the east side of downtown Saint Paul, MN. (2017 – 2020).
- *Metro District Emergency Contaminated Materials Management\** - Ms. Canino served as project manager for two consecutive Metro District CMMT emergency contracts. Major projects associated with these contracts included the multi-year Minnesota River Bridge Reconstruction project in Bloomington, MN (State Project (SP) 1981-124), the Interstate 35W (I-35W) Downtown to Trunk Highway (TH) 62 Crosstown Reconstruction project in Minneapolis, MN (SP 3782-327), and the I-94 Design Build project in Albertville, MN (SP 8680-172). Each of these projects also coincided with regulated materials oversight

*\*While employed by another firm.*

**MARY A. CANINO, PG, CHMM**  
*Principal Scientist*

on behalf of MnDOT's Regulated Materials Management Team (RMMT). (July 2018 – Sept 2020)

- *Interstate 94 Phase I Updates and Phase II Environmental Site Assessments, Saint Paul, Minnesota (2017 – 2020)\** - Ms. Canino served as the project manager and technical director for the I-94 corridor between TH 280 and downtown Saint Paul, MN. As the pre-letting activities were on an accelerated schedule, the Metro District Project Manager and CMMT Project Manager were kept apprised of all P6 activity progress through the investigation. By overlapping the Phase I and Phase II ESA, and through multiple Phase II drilling mobilizations, the project investigation facilitated several design modifications and additional EDD2 parcel review required for acquisition. COC: Petroleum and chlorinated-VOCs, polycyclic aromatic hydrocarbons (PAHS), and heavy metals (i.e., arsenic, selenium, lead).
- *Trunk Highway 169 Reconstruction, Construction Monitoring, Saint Peter, MN\** - Ms. Canino served as Project Geologist and field supervisor for environmental construction monitoring during the reconstruction and utility upgrade project. Encountered contaminated soils were predominately the result of historical filling stations through downtown Saint Peter. Contingency actions included the management of discovered asbestos containing transite pipe. (2009-2010)
- *Hydrogeologist Staff Augmentation Position, Minnesota Department of Transportation Central Office, Saint Paul, Minnesota\** - Ms. Canino served as staff augmentation within Minnesota Department of Transportation's Office of Environmental Stewardship's CMMT. In this role, Ms. Canino has worked to establish strong working relationships with CMMT project managers, District project managers, and District right-of-way staff having assisted on over 400 State Projects, predominately in Districts, 1, 2, 3, 8, Metro North, Metro South, and Metro East. Ms. Canino has assisted MnDOT's OES Project Managers at all stages of the environmental risk management approach. Completed tasks included P6 Scoping, responding to District ENM requests, advancing the Department's EDD process, preparing Phase I and Phase II ESA scopes of work, emergency contracting for drilling, preparing and amending contract documents, preparing notification letters for submittal to landowners, communicating with MPCA staff regarding liability assurances, preparing regulatory program applications, completing technical reviews, and providing technical guidance and recommendations to the CMMT team where requested or warranted. (2015 – 2020)
- *I-94 and TH 75/8<sup>th</sup> Street Interchange Reconstruction (SP 1406-66), Moorhead, Minnesota\** - As Project Geologist and Deputy Project Manager, Ms. Canino lead the Phase I Environmental Site Assessment and reporting duties for the subsequent Phase II Drilling Investigation. Upon construction completion, Ms. Canino provided quality assurance/quality control oversight during construction monitoring reporting. Primary COC included petroleum hydrocarbons. (2014-2017)
- *Eastside Maintenance and Storage Facility, City of Minneapolis Finance and Property Services, Minneapolis, Minnesota\** - Ms. Canino provided regulatory

*\*While employed by another firm.*

## MARY A. CANINO, PG, CHMM

### *Principal Scientist*

assistance, prepared environmental contract specifications, and managed environmental construction oversight during demolition and re-development of the Former Wheeling Plating facility in northeast Minneapolis. As project manager, Ms. Canino directed the environmental site assessments, obtained liability assurances on behalf of the project owners, and assisted with stakeholder coordination in advance of and during construction. (2016 – 2020)

- *Roadway and Subsurface Utility Improvements, City of Minneapolis, Minnesota\** - Ms. Canino responded to numerous needs under three City of Minneapolis General Consulting Pool contracts since 2008, including field investigations and reporting duties in conjunction with pre-construction related excavations for City improvement projects in densely urban areas of Minneapolis with long histories of industrial and commercial development (Huron Boulevard SE, 25<sup>th</sup> Avenue SE, Granary Pond West, 33rd/Talmage Avenue SE, and 26<sup>th</sup> Ave N), preparation of Response Action Plans for approval by the MPCA VIC Program, implementing construction monitoring programs and providing construction contingency planning construction monitoring for soil management, and aiding the City in acquiring assurances from the MPCA for several land parcels slated for acquisition in concert with proposed developments. (2008 – 2020)
- *Former Duluth Works Site, Brownfield Redevelopment, Duluth, Minnesota\** - Ms. Canino designed and supervised a comprehensive Phase II site investigation of a 132-acre parcel in compliance with the Minnesota Pollution Control Agency's Voluntary Investigation and Cleanup Program on behalf of United States Steel Corporation and the Duluth Seaway Port Authority in advance of planned redevelopment and federal delisting from the St. Louis River Superfund Site. Ms. Canino was responsible for all reporting, regulatory coordination, field effort implementation, response action planning, and remedial design cost estimating. (2012 – 2020)
- *Remedial Design for In-Situ Tar Stabilization and Confined Disposal Facility Construction, Duluth, Minnesota\** - As project manager, Ms. Canino provided oversight during the preparation of Basis of Design documents for in-situ tar stabilization, construction of a 45,000 cubic yard (CY) and 235,000 CY confined disposal facility (CDF) for impacted sediments at the former Duluth Works site within the Saint Louis River Area of Concern. Work associated with the design included three mobilizations for geotechnical investigations between 2017 and 2019, sediment treatability studies, and representing client interests during 50% design value engineering workshops with the United States Environmental Protection Agency (USEPA) Great Lakes National Program Office, Army Corps of Engineers, and select national sediment dredging contractors and subject matter experts. Anticipated Phase I construction is planned for October 2020. Stakeholders include the Minnesota Pollution Control Agency, Great Lakes National Program Office, Minnesota Department of Natural Resources, U.S. Fish and Wildlife Service, U.S. Army Corps of Engineers, and the Fond du Lac Tribe. (2018-2020)

*\*While employed by another firm.*





**DANIEL P. BARRETT, PG**  
*Principal Scientist*

**EDUCATION**

M.S., Geology,  
Baylor University

B.S., Geology,  
University of Minnesota, Duluth

**PROFESSIONAL REGISTRATIONS**

Professional Geologist:  
WI No. 571

Mr. Barrett is a principal scientist at Braun Intertec with more than 30 years of experience advising a wide range of commercial, industrial, and municipal owners and developers. Dan is a knowledgeable corporate and municipal partner providing numerous mathematical models and data evaluation solutions used for wellhead protection, wellfield expansion, predicting surface water and groundwater responses, groundwater infiltration, design of remediation or dewatering systems, and resolution of groundwater use disputes.

**ENVIRONMENTAL MANAGER EXPERIENCE**

- *Environmental Manager, Target Corporation, Minneapolis, MN\** — Provided environmental subject matter expertise and program management of the following: Real Estate Environmental Due Diligence; Environmental Monitoring and Remediation; Real Estate Purchase and Disposition; Legal Resolution - Environmental Subject Matter Expert; Environmental Compliance; Oil, Gas, and Water Well Abandonment; Asbestos Management; and Deed Restrictions and Site Access Agreements. (2006-2015)
- *Environmental Due Diligence, Multiple Locations, United States and Canada\** — Managed environmental due diligence and cleanup activities allowing for property development at more than 500 locations. Site investigations included Phase I activities, drilling, and sampling soil, groundwater, and vapor. Cleanup activities included source removal, groundwater treatment, vapor extraction/treatment, and engineered barriers.

**HYDROGEOLOGY AND MUNICIPAL WELL EVALUATION/PROTECTION**

Dan conducted and managed all phases of hydrogeologic investigations for the purpose of aquifer evaluation, source water protection, and wellhead protection. Activities included aquifer test design and analysis, collection of field data, evaluation of groundwater flow systems, completion of groundwater flow models, and the design and construction oversight of water wells at the following locations:

- |                         |                   |
|-------------------------|-------------------|
| ▪ Andover, MN           | ▪ Plymouth, MN    |
| ▪ Carver, MN            | ▪ Princeton, MN   |
| ▪ Chaska, MN            | ▪ Ramsey, MN      |
| ▪ Dayton, MN            | ▪ Rockford, MN    |
| ▪ Farmington, MN        | ▪ Sartell, MN     |
| ▪ Forest Lake, MN       | ▪ Sauk Centre, MN |
| ▪ Hinckley, MN          | ▪ Savage, MN      |
| ▪ Mahtomedi, MN         | ▪ Shakopee, MN    |
| ▪ Moose Lake Correction | ▪ St. Martin, MN  |
| ▪ New Scandia, MN       | ▪ Winona, MN      |
| ▪ Oak Park Heights, MN  | ▪ Woodbury, MN    |

*\*While employed by another firm.*



**DANIEL P. BARRETT, PG**  
*Principal Scientist*

**EDUCATION**

M.S., Geology,  
Baylor University

B.S., Geology,  
University of Minnesota, Duluth

**PROFESSIONAL REGISTRATIONS**

Professional Geologist:  
WI No. 571

- *Hiawatha Light Rail Transit (LRT) Corridor Water Shed District, Minneapolis, MN\** — Senior hydrogeologist for a Watershed District involved in the Hiawatha LRT corridor. This controversial and highly visible project involved development through an area with historic surface water features. Project activities included reviewing construction plans to limit environmental impacts, completing workplans for investigating impacts to the regional aquifer, representing the Watershed District in technical presentations with the Minnesota Department of Natural Resources, Minnesota Department of Transportation, and State Legislature.
- *Olmsted County, Rochester, MN\** — Senior hydrogeologist for Olmsted County's planned 50-year expansion of the Rochester, Minnesota area. Delivered recommendations that closely examined the environmentally sensitive groundwater recharge zones contributing water to the existing City water supply wells. Study findings were used to create land development controls that protected the areas that contributed to natural attenuation of nitrates and other contaminants to the regional aquifer system.
- *Lake Association, MN\** — Senior hydrogeologist representing a Lake Association opposing the development of a rock quarry on the banks of the Zumbro River. Requested and reviewed Environmental Assessment Worksheets (EAW) reports and provided expert testimony to the County Board of Commissioners regarding potential degradation of surface water quality, negative impacts to groundwater resources, and probable quality of the quarry rock.
- *Scott County, MN\** — Conducted geologic and groundwater evaluations for Scott County, Minnesota to determine potential impacts to protected fens and springs from the appropriation of groundwater from high and low density development options. The study was used to prepare an Alternative Urban Area-Wide Review and was key in formulating a policy for future growth within the County.
- *Rochester, MN* — Conducted a series of aquifer/pump tests to determine the hydraulic properties of the unconsolidated and bedrock underlying a proposed utility corridor crossing under the Zumbro River. Aquifer parameters were used to model scenarios for dewatering for planned construction activities.
- *Assessment of Aquifer Responses\** — Lead the development of a new approach for the assessment of aquifer responses to internal and external stresses. This unique and cost-effective approach integrated an advanced wireless communications network and geographic information technologies. Work was conducted under a NASA Earth Observation Commercial Application (EOCAP) Grant. (Patent Number 5,553,492)

*\*While employed by another firm.*

**TRAVIS G. FRISTED, PWS**  
*Group Manager, Senior Scientist***EDUCATION**

Minnesota State University – Mankato  
(B.S. Aquatic Ecology)

**PROFESSIONAL REGISTRATIONS**

Professional Wetland Scientist (PWS, #2360)

**CERTIFICATIONS**

MWPCP Certified Wetland Delineator  
(MN #1169)  
NPDES Construction Site Manager (MN)  
NPDES Construction SWPPP Designer (MN)  
Mine Safety & Health Administration- Part 48

**PROFESSIONAL AFFILIATIONS**

National Association of Environmental  
Professionals- MN Chapter (2020 Director-At-  
Large)

Minnesota Wetland Professionals Association  
(2011-2013 Treasurer, current voting member)

Travis recently joined Braun in early 2020 and brings 16 years of environmental consulting experience in public and private markets throughout the Midwest. He has worked with private developers, energy clients, municipalities, county governments, and state agencies to acquire a broad professional experience in both diversity of regulatory programs and their application to a variety of client types and facilities. His responsibilities at Braun Intertec include project scoping for environmental regulations and compliance, natural resource field studies, environmental review and permitting, and project management. Travis's technical strength lies in interpreting environmental regulations and planning for projects, with specific expertise in wetland regulation/permitting, stormwater pollution prevention plans (SWPPP), best management plan implementation, environmental review, site due-diligence, and unique environmental work specific to transportation and linear projects.

**SOUTH/WEST METRO RECENT EXPERIENCE**

- *Scott County Highway 13 & CSAH 8, Shakopee, MN - Wetland Delineation (2020)*
- *Southwest Light Rail Transit Green Line, Hennepin County, MN - Construction SWPPP Quality Oversight (2020)*
- *Mosaic Storage Dome, Rosemount, MN - Construction SWPPP Design & Inspections (2020)*
- *Dakota County CSAH 46, Rosemount, MN - Wetland Delineation (2020)*
- *Airlake Station Development, Lakeville, MN - Construction SWPPP Inspections (2020)*
- *One Southwest Crossing, Eden Prairie, MN - Permanent Stormwater Management BMP Inspections (2020)*
- *Mosaic Storage Dome, Rosemount, MN - Construction SWPPP Design & Inspections (2020)*
- *4700 W. 78<sup>th</sup> St., Edina, MN - Wetland delineation and permitting (2020)*
- *Hage Homes, Edina, MN - Wetland delineation (2020)*
- *Eagle Brook Church, Corcoran, MN - Environmental Assessment Worksheet (EAW) petition assistance (2020)*
- *Johnson Family Farm Development, Maple Plain, MN - Wetland delineation (2020)*
- *Mixed Use Site, Elko New Market, MN - Wetland delineation (2020)*
- *I-94 Maple Grove to Rogers (SP 2780-97) Hennepin County, MN - Assistant Contract Environmental Compliance Officer (2020- Current)*

**KYLE C. JOHNSON***Project Engineer***EDUCATION**

B.S. Civil Engineering  
University of Minnesota, Duluth  
2015

**PROFESSIONAL REGISTRATIONS**

Minnesota Professional Engineer (PE)  
No. 61693

Kansas Professional Engineer (PE)  
No. 28050

Missouri Professional Engineer (PE)  
No. PE-2022006422

Mr. Johnson currently serves as a geotechnical project engineer for Braun Intertec Corporation in Rochester, Minnesota with 9 years of experience specializing in geotechnical engineering and construction management. His experience includes coordinating field subsurface investigation, examination of soil samples, laboratory testing, development of design recommendations, field observation and testing of construction materials, preparing engineering reports, and project management on simple to complex projects. Projects on which Mr. Johnson has worked include municipal buildings and streets, K-12 schools, healthcare facilities, heavy rail bridge and track infrastructure, electrical substations and transmission lines, commercial developments, ethanol plants, renewable energy, and others.

**PROJECT EXPERIENCE**

- *County State Aid Highway (CSAH) 21 Reconstruction, Olmsted County, Minnesota*—Geotechnical Engineer, coordinated the fieldwork, performed geotechnical analysis and wrote geotechnical report for the reconstruction of approximately 5 miles of CSAH 21 between Highway 63 and the Wabasha county line. Design considerations included embankment fills, concrete and bituminous pavements, and concrete box culverts.
- *County State Aid Highway (CSAH) 13 Reconstruction, Waseca, Minnesota*—Geotechnical Engineer, coordinated the fieldwork, performed geotechnical analysis and wrote geotechnical report for the reconstruction of approximately 3/4 of a mile of CSAH 13 in Waseca, Minnesota. Design considerations included concrete pavements and municipal utility improvements.
- *2024 Capital Improvement Project, Stewartville, Minnesota*—Geotechnical Engineer, coordinated the fieldwork, performed geotechnical analysis and wrote geotechnical report for the reconstruction of several municipal roadways in Stewartville, Minnesota.
- *Northfield Parking Ramp, Northfield, Minnesota*—Geotechnical Engineer, coordinated the fieldwork, performed geotechnical analysis and wrote geotechnical reports for a proposed four-story parking structure in downtown Northfield. Design considerations included unsuitable existing fill, temporary shoring, vibration monitoring, hard limestone bedrock excavation, and rock bearing spread and mat foundations.
- *Proton Therapy Treatment Center, The University of Kansas Hospital, Kansas City, Kansas*—Geotechnical Engineer, coordinated the fieldwork, performed geotechnical analysis and wrote geotechnical reports for a new proton therapy structure at The University of Kansas Hospital in Kansas City, Kansas. Design considerations included vibration monitoring, hard limestone bedrock excavation, and rock bearing spread and mat foundations.

**KYLE JOHNSON, EIT**  
*Staff Engineer***EDUCATION**

B.S., Civil Engineering,  
University of Minnesota

**PROFESSIONAL REGISTRATIONS**

Engineer-in-Training:  
No. 148331

**CERTIFICATIONS**

ERailSafe

UPRR/BNSF Contractor Safety Training

GWR Roadway Worker Protection

KCS Safety Training

**PROFESSIONAL AFFILIATIONS**

American Society of Civil Engineers

As a staff engineer, Mr. Johnson works with the senior and project engineers to execute the proposed subsurface investigation plan, coordinate utility locates, survey and stake the boring locations, coordinate the schedule with the drillers, confirm the method and quality of the soil and rock samples, develop the boring log information, and transport samples back to our laboratory. Kyle will assist the laboratory staff in completing the testing program provided by the project engineer. During the drilling portion, Kyle will contact the senior engineer if site conditions vary from what was anticipated in the proposal and make the necessary adjustments as directed. Kyle will ensure that the boring hole is backfilled per our contract stated method.

**PROJECT EXPERIENCE**

- *138<sup>th</sup> Street Improvements from K-32 Highway to West Morse Street, Bonner Springs, KS*— Kyle was the staff engineer and drilling coordinator overseeing the field investigation and logging of the boring profiles. Kyle also assisted in the development of design profiles for global stability analyses.
- *Quivira Road from 179<sup>th</sup> to 187<sup>th</sup> Streets, Johnson County, KS*— Kyle was the staff engineer and drilling coordinator overseeing the field investigation and logging of the boring profiles.
- *Interchange Reconstruction of I80 & I380, Cedar Rapids, IA*— Kyle was the staff engineer compiling the field and laboratory data and developing design profiles for use in settlement, global stability and foundation analyses. He also conducted engineering calculations under the supervision of project and senior engineers.

*\*While employed by another firm.*



**BRAUN  
INTERTEC**

**BRANDON K. WRIGHT, PE**  
*Technical Manager, Senior Engineer*

**EDUCATION**

B.S., Civil Engineering,  
Boise State University

**PROFESSIONAL REGISTRATIONS**

Professional Engineer  
WI No. 40141

Professional Engineer  
MN No. 48272

Professional Engineer  
IA No. 20340

**CERTIFICATIONS**

Wisconsin Department of Commerce Certified  
Soil Tester No.1158379

Nuclear Density Gauge and Radiation Safety  
Training

Hazardous Materials Transportation

Mr. Wright has 20 years of experience conducting geotechnical engineering site evaluations for commercial, institutional, manufacturing, residential, agricultural, and transportation clients in the La Crosse area. As Technical Manager, Brandon provides senior engineering review for geotechnical evaluation reports and provides senior level construction material testing oversight for projects in southern Minnesota, Wisconsin, and Iowa.

**GEOTECHNICAL ENGINEERING PROJECT EXPERIENCE**

- *Minnesota Masterpiece Hall, Winona, MN* – The project included construction of a 72,000 square-foot concert hall with 730 seats, an art gallery, and education space. Our geotechnical services included performing standard penetration test borings and cone penetration test borings for bearing capacity and settlement analysis.
- *First Supply Warehouse, West Salem, WI* – The project includes construction of a 500,000-plus-square-foot warehouse in two-phases. Our geotechnical services included performing 26 borings to aid in bearing capacity and settlement analysis.
- *Mayo Clinic Health System, La Crosse, WI* – The project included construction of a six-story, 96-bed, 287,000-square-foot medical building. Our geotechnical services included performing standard penetration test borings and cone penetration test borings for bearing capacity and settlement analysis.
- *University of Wisconsin – La Crosse, Parking Ramp (2023), La Crosse, WI* – The project included construction five level, reinforced- and post-tensioned-concrete structure that will add 550 parking spaces to the south side of campus. The ramp will be approximately 120 feet wide by 320 feet long. Our geotechnical services included performing standard penetration test borings and pressure meter testing for bearing capacity and settlement analysis.
- *Fisher Residence, La Crosse, WI* – The project included construction of a 15,000-square-foot four story house with basement, safe room, and chapel. Our geotechnical services included performing 7 borings to aid in bearing capacity and settlement analysis for the house.
- *Premier Coop, Cuba City, WI* – The project includes construction of a new office and warehouse, a UAN tank, truck scale, storage silos, and a fertilizer storage building. Our geotechnical services included performing 23 borings and conducting consolidation testing to aid in bearing capacity and settlement analysis.
- *Alcivia Grain Handling Facility, Hager City, WI* – The project includes demolishing existing frac sand buildings and preparing the site for construction of a load out structure and eight grain bins. Our geotechnical services included performing standard penetration test borings and cone penetration test borings for bearing capacity and settlement analysis.
- *Great Sauk State Trail Bridge, Sauk City, WI* – The project includes re-construction of a former railroad bridge over the Wisconsin River. The new bridge will be utilized as a pedestrian and snowmobile trail. Our services

**BRANDON K. WRIGHT, PE***Technical Manager, Senior Engineer*

included drilling borings at each abutment and two borings in the river from a barge. We provided the design team with deep foundation recommendations to support the new bridge.

- *Kwik Trip, Campus Improvements, La Crosse, WI* – Kwik Trips headquarter campus is in an area of La Crosse that contains several geotechnical challenges, including deep fills (some areas more than 30 feet) and organic swamp deposits beneath the fill. Campus improvement projects require subgrade improvement from soil corrections or ground improvement from aggregate piers. Project completed include multiple additions to the Distribution Center, North Ice Plant, Bakery, Bread and Buns, Store Engineering and IT Building, Dairy expansions, Employee Medical Clinic, Campus Feuling Station, Truck Maintenance, Truck Wash, and LP buildings.
- *Gundersen Lutheran, Critical Care Hospital, La Crosse, WI* – The project involved construction of an eight-story building with a full basement. Our geotechnical services included performing standard penetration test borings for bearing capacity and settlement analysis.
- *JF Brennan Company, New Office Building, La Crosse, WI* – The project involved design and construction of a three-story office building supported on driven piles. Our geotechnical services included performing standard penetration test borings and cone penetration test borings for bearing capacity and settlement analysis.

# BRAUN INTERTEC

**JESSE L. GAMST**  
*Field Project Manager*

## CERTIFICATIONS

International Code Council (ICC) Certified:  
Special Inspector  
Structural Masonry  
Special Inspector  
Reinforced Concrete  
Pre-Stressed/Post-Tensioned Concrete  
No. 5173101

American Concrete Institute (ACI) Certified:  
Concrete Field Testing Technician Grade I  
No. 00048659

MnDOT Certified:  
Aggregate Production  
Grading and Base Level I  
Grading and Base Level II  
Concrete Field Level I  
Concrete Field Level II  
Bituminous Street Level I  
Concrete Plant Level I  
Bituminous Plant Level I  
No. 09957

Bridge Safety Inspection  
Level I  
No. BSI 1462

Fall Protection Training

Confined Space Entry Training

Radiation Safety  
49 CFR part 172

Hazardous Materials Transportation

Mr. Gamst is responsible for oversight of several projects and clients at Braun Intertec's Rochester office. His responsibilities for Braun Intertec include preparing performing onsite field soil and concrete testing, concrete and bituminous plant monitoring, project estimates, ensuring projects follow scope, schedule and budget, communicating with clients, and providing management and oversight. Most recently, Mr. Gamst fulfilled the Construction Quality Manager role for the TH 14 Design Building project from Owatonna to Dodge Center.

## PROJECT EXPERIENCE

- *TH 14, Owatonna to Dodge Center* — Construction Quality Manager (2020 to 2022)
- *The Berkman, Rochester, MN* — Overseeing and coordinating special inspection and construction materials testing staff. Also assisting with post-tensioned concrete observations, soil, rebar and related services. (2018-2019)
- *City of Rochester Parking Garage #6, Rochester, MN* — Overseeing and coordinating special inspection and construction materials testing staff. Also assisting with post-tensioned concrete observations. (2017)
- *55<sup>th</sup> Street NW Expansion, Rochester, MN* — Braun Intertec services related to construction materials testing for two miles of new roadway and utility construction connecting 55<sup>th</sup> Street NW to CSAH 33 and expanding CSAH 33 to four lanes from CSAH 22 to 55<sup>th</sup> Street NW. (2016 – 2017)
- *Hilton Hotel, Rochester, MN* — Overseeing and coordinating special inspection and construction materials testing staff. Also assisting with post-tensioned concrete observations. (2017)
- *Cap-X 2020* — Observed the drilled shafts, reinforcement and concrete placement as well as coordinating the staff in Rochester. (2014-2015)
- *Mercy Hospital Campus Expansion, Coon Rapids, MN* — Five additions, including MOB with skyway, operating room addition, and MRI addition. Performed observations on air barrier, special inspections on masonry and concrete reinforcement, soil corrections. (2012-2014)
- *Sound Building, AAMPS addition, east dock, and hazardous waste facility* — Performed soil corrections, special inspections on masonry and concrete reinforcement observations. (2009-2014)
- *General Mills Oats Project, Fridley, MN* — Performed driven pile observations, special inspections on anchors testing, reinforced concrete, and slip form observations. (2014)
- *Lowertown Ballpark, St. Paul Saints Stadium, St. Paul, MN* — Performed special inspections on reinforced concrete and structural masonry observations. (2014)

*\*While employed by another firm.*



# BRAUN INTERTEC

**PHILIP E. BAILEY**  
*Senior Engineer*

## EDUCATION

B.S., Civil Engineering,  
University of Minnesota

## PROFESSIONAL REGISTRATIONS

Professional Engineer (PE):  
MN No. 47539  
ND No. PE-9154  
IA No. P24548  
SD No. 13732  
WI No. 48955-6

## CERTIFICATIONS

MnDOT Certified Aggregate Production  
No. 13487

Nuclear Gauge Safety Training

Radioactive Materials Transportation Training

Hazardous Materials Transportation  
Certification and Annual Refresher Training

Fall Protection Trained

H2S Training

OSHA 10 Training

MSHA 30 Hour Training

## PROFESSIONAL AFFILIATIONS

National Society of Professional Engineers

As a senior engineer, Mr. Bailey serves as a project manager for geotechnical engineering and construction materials testing projects for a variety of government, commercial, industrial and residential projects. His responsibilities include determining clients' needs and developing an appropriate scope of services to meet those needs, and then managing the project to see it is completed in a timely manner within the project budget. He also develops solutions and makes recommendations for geotechnical engineering reports, performs research, writes reports, examines soil samples, monitors budgets and works with engineers, engineering assistants, technicians and drillers to coordinate their activities in a safe workplace. His work on construction testing and inspection projects includes project management, reviewing field and laboratory test reports, and providing consulting services. As the manager of our Mankato, Minnesota operation, Philip's responsibilities include estimating project budgets, preparing project proposals, overseeing field and engineering staff, and managing client relationships.

## PROJECT EXPERIENCE

- *2014 City of Bismarck Geotechnical Services, Bismarck, ND* —Coordinated geotechnical engineering services for 16 separate projects, including 130 soil borings and providing engineering analysis and recommendations for the projects.
- *City Center Development, Mankato, MN* —Performed engineering analysis and provided recommendations for the redevelopment, which included construction of a parking ramp, and 4-story mixed-use building and two 5- to 7-Story office buildings.
- *Eide Bailly Center, Mankato, MN* —Performed engineering analysis and provided recommendations for the redevelopment, which included construction of a parking ramp, and 7-Story office building.
- *Blue Earth County Government Center Expansion and Remodel, Mankato, MN* —Performed engineering analysis and provided recommendations for the redevelopment, which included construction of a parking ramp, and 3-Story building addition.
- *Second Street Ramp, Mankato, MN* —Performed engineering analysis and provided recommendations for construction of a three-story parking ramp supported on driven pile. Also provided project management during pile driving and foundation construction.
- *360 Main Building, Watford City, ND* —Performed engineering analysis and provided recommendations for design of the 7-story commercial building. Also provided geotechnical engineering support during construction of the site.
- *Hay Creek Commercial Lot, Bismarck, ND* —Performed engineering analysis and provided recommendations for preparation of the lot which incorporated placement of 20+ feet of fill, and installation of settlement plates and vibrating

**PHILIP E. BAILEY***Senior Engineer*

wire piezometers to monitor pore pressure development and consolidation of the underlying soils. Also provided geotechnical engineering support during mass grading of the site.

- *Industrial and Distribution Facility, McKenzie, ND*—Provided geotechnical engineering and project management of soils and concrete observations and testing during construction.
- *Downtown Infrastructure Improvements Project, Minot, ND*—Coordinated geotechnical engineering services for the project for use in design and reconstruction of utilities and pavements for the downtown area.
- *Ray Elevated Water Storage Tank and Water Transmission Line, Ray, ND* — Coordinated geotechnical engineering services for the project for use in design and reconstruction of utilities and performed engineering analysis and provided recommendations for the Elevated Water Storage Tank, including recommendations for foundation support.
- *Southwest Pipeline Project Water Treatment Facility, Dickinson, ND* — Performed geotechnical engineering analysis and provided recommendations for the site.
- *Confidential Wind Farm Project, ND*—Prepared preliminary Geotechnical Evaluation for the proposed 66 turbine project.
- *Multiple Compressor Stations, ND* —Performed engineering analysis and provided recommendations for design of the sites. Also provided geotechnical engineering support during construction of the sites.
- *Multiple Gas Plants, ND* —Performed engineering analysis and provided recommendations for design of the sites.
- *Dakota Access Pipeline Tank Facilities and Pipeline, ND* —Provided contract drilling and geotechnical engineering support during construction of the sites.
- *Jackpot Junction Casino Addition, Morton, MN*—Performed engineering analysis and provided recommendations for the proposed addition.
- *2012 Residence Hall, Minnesota State University, Mankato, MN*—Performed engineering analysis and provided recommendations for the residence hall. Also coordinated testing of brick for source compliance.
- *Emissions Laboratory Building, Minnesota State University, Mankato, MN* — Provided project management of special inspections.
- *Automotive Engineering Storage Building, Minnesota State University, Mankato, MN* —Performed engineering analysis and provided recommendations for the building. Also provided management of special inspections.
- *Buffalo Lake Energy Ethanol Plant, Fairmont, MN*—Performed auger cast pile and concrete reinforcement observations and provided project management of special inspections. Also performed multiple geotechnical evaluations for plant expansions.

**PHILIP E. BAILEY***Senior Engineer*

- *CAPX 2020 Project, Southwest MN and Southeast SD* —Coordinated drilling efforts for several portions of the project along with coordination of testing services during the construction phase of a portion of the project.
- *Multiple Compressor Stations and Booster Station, New Town, ND* — Performed engineering analysis and provided recommendations for compressor and booster station sites.
- *Renewable Energy, Various Locations in ND, MN and IA*—Performed engineering analysis and provided recommendations for numerous wind turbines located throughout Minnesota and Iowa.
- *Biogas, Sleepy Eye, MN*—Performed engineering analysis for a biogas facility and provided recommendations for support of the proposed facility on spread footings or aggregate piers.
- *Bethany Lutheran College, Academic Building Addition, Mankato, MN*— Performed engineering analysis and provided recommendations for foundation design.
- *Martin Luther College Chapel Addition, New Ulm, MN* —Performed engineering analysis and provided recommendations for the structure. Also performed soil excavation and concrete reinforcement observations and provided project management of special inspections.
- *Fairmont Elementary and High Schools, Fairmont, MN*—Performed engineering analysis and provided recommendations for multiple building additions and athletic projects. Also performed soil excavation and concrete reinforcement observations and provided project management of special inspections.
- *Alden-Conger Schools Gymnasium Addition, Alden, MN*—Performed soils, concrete reinforcement, and masonry inspection and provided project management of special inspections.
- *Proposed Tennis Courts, Wells, Fairmont, and Worthington, MN*—Performed engineering analysis and provided recommendations for reconstruction of the existing tennis courts.
- *Benedictine Living Community Addition, St. Peter, MN* —Provided project management of special inspections.
- *The Marigold, North Mankato, MN*—Performed engineering analysis and provided recommendations for the redevelopment project. Also performed soil excavation and concrete reinforcement observations and provided project management of special inspections.
- *Ziegler CAT, North Mankato, MN*—Performed engineering analysis and provided recommendations for new maintenance facility and cold storage building. Also performed soil excavation and concrete reinforcement observations and provided project management of special inspections.
- *Kato Engineering, North Mankato, MN*—Performed engineering analysis and provided recommendations for the multiple projects, including multiple building additions and installation of deep equipment pits within the existing

**PHILIP E. BAILEY***Senior Engineer*

building. Also performed soil excavation and concrete reinforcement observations and provided project management of special inspections.

- *Cambria, Le Sueur, MN* —Performed engineering analysis and provided recommendations for construction of a 350,000-square-foot addition to the existing building where fills of up to 50 feet were completed. Also provided project management of special inspections.
- *Proposed Industrial Facilities, Multiple Sites, MN* —Performed engineering analysis and provided recommendations for construction of new facilities and building additions supported on a combination of spread footings, mat foundations and drilled piers. Also performed soil excavation and concrete reinforcement observations and provided project management of special inspections.
- *New Ulm Medical Center Additions, New Ulm, MN* —Performed engineering analysis and provided recommendations for several building additions. Also performed soil excavation and concrete reinforcement observations and provided project management of special inspections.
- *Inpatient Support Expansion, Mayo Hospital, Mankato, MN* —Performed engineering analysis and provided recommendations for the construction of an in-patient support addition and vertical expansion of the existing hospital on auger cast piles and spread footings. Also performed Pile Integrity Testing (PIT) service and project management services during construction.
- *Mankato Surgery Center Expansion, Mayo Hospital, Mankato, MN* —Performed engineering analysis and provided recommendations for the construction of an expansion to the surgery center. Also provided project management of special inspection services during construction.
- *Center Creek Clinic, Fairmont, MN* —Performed engineering analysis and provided recommendations for the building. Also provided project management of special inspections.
- *United Hospital / Blue Earth Clinic Expansion, Blue Earth, MN* —Performed engineering analysis and provided recommendations for the building. Also performed soil excavation and concrete reinforcement observations and provided project management of special inspections.
- *City of Elmore Water Treatment Facility, Elmore, MN* —Performed engineering analysis and provided recommendations for the site along with project management of special inspections.
- *City of Fairmont Water Treatment Facility, Fairmont, MN* —Performed engineering analysis and provided recommendations for the two separate sites being considered.
- *City of Gibbon Water Treatment Facility, Gibbon, MN* —Performed engineering analysis and provided recommendations for the site.
- *Southwest Pipeline Project Water Treatment Facility, Dickinson, ND* —Performed engineering analysis and provided recommendations for the site and provided engineering consulting services during construction.

**PHILIP E. BAILEY***Senior Engineer*

- *Elevated Water Storage Tanks, Multiple Cities, ND and MN* —Performed engineering analysis and provided recommendations for the multiple sites, including recommendations for foundation support by spread footings and driven pile.
- *Southbend Township Levee Repair, Mankato, MN* —Provided project management of construction materials testing during reconstruction of the damaged levee.
- *Sibley Parkway Lime Storage Pond Closure, Mankato, MN*—Provided project management of construction materials testing during construction of an embankment over an existing lime storage pond.
- *Trunk Highway 295 Turnback, St Peter, MN* —Performed engineering analysis and provided recommendations for floating of an embankment on soft alluvial soils and swamp deposits with recommendations for use of lightweight fill.
- *County State Aid Highway 41 Extension, North Mankato, MN*—Performed engineering analysis and provided recommendations for construction a new roadway, extending the existing CSAH 41 approximately 3/4 of a mile to the north over soft clay soils.
- *Trunk Highway 60, Mountain Lake to Butterfield, MN*—Coordinated geotechnical services for expansion of a 5-mile segment of State Highway 60.
- *Minnemishinona Falls Pedestrian Bridge, North Mankato, MN*—Performed engineering analysis and provided recommendations for construction of a new pedestrian bridge spanning approximately 180 feet over Minnemishinona Falls.



# Project Approach

The objective of the Modified Phase I ESA is to identify, to the extent possible, sources of contamination (based on present or former use) on properties that could impact the project corridor. As identified in the Request for Proposal (RFP), the City of Wabasha is requesting a 100-foot buffer surrounding the outlined project area.

The Modified Phase I ESA will be conducted in general conformance with the scope of services used by Minnesota Department of Transportation's (MnDOT) Office of Environmental Stewardship (OES). This approach will be completed using a modified version of the American Society of Testing and Materials (ASTM) methodology E 1527-21, Standard Practice for Environmental Site Assessment: Phase I Environmental Site Assessment Process. The approach is modified from ASTM standards as the Phase I ESA will be conducted from the proposed project area, limited to a 100-foot buffer from the proposed project area, and does not meet all the requirements of ASTM Standard E1527-21 nor All Appropriate Inquiry (AAI). The approach is accepted by the Minnesota Pollution Control Agency (MPCA) for contaminant management planning and property evaluation when seeking liability assurances.

## Scope of Services

### **Corridor History Review**

The Modified Phase I ESA will summarize reasonably ascertainable information pertaining to former and current land-use activities at the corridor. Our summary will include a review of aerial photographs, fire insurance maps, city directories, topographic maps, and/or other historical documents.

### **Regulatory Information Review**

Braun Intertec will request that a national regulatory information vendor, such as GeoSearch, Inc., conduct a limited file evaluation of the corridor. The databases will be searched to one-quarter mile from the 100-foot buffer surrounding the project area boundary. Braun Intertec will review this information to identify records that indicate known or potential environmental hazards within the corridor and/or surrounding area and to evaluate the likelihood for those hazards to impact the corridor. As part of this task, we will review pertinent web-based databases for potential areas of environmental concern such as the Minnesota Department of Agriculture and Minnesota Pollution Control Agency (MPCA) "What's in My Neighborhood" and the Minnesota Department of Health County Well Index.

If the regulatory report identifies any reported contamination sites, for which MPCA project files exist, we will request a review of those file files to obtain more detailed information about the magnitude and extent of contamination and the status of each site for inclusion in the Modified Phase I ESA report. For the purposes of this proposal, we will assume that up to two files will be reviewed within the project corridor and are identified in the following table:

Facility Name	Address	Activity	MPCA Regulatory ID
Kwik Trip 843	106 Hiawatha Dr W, Wabasha, MN 55981	Leak Site	LS0016352
Gene's Conoco	105 Hiawatha Dr E, Wabasha, MN 55981	Leak Site	LS0010716

In addition, we will determine the location of any Wellhead Protection Areas completely or partially identified within the project corridor.

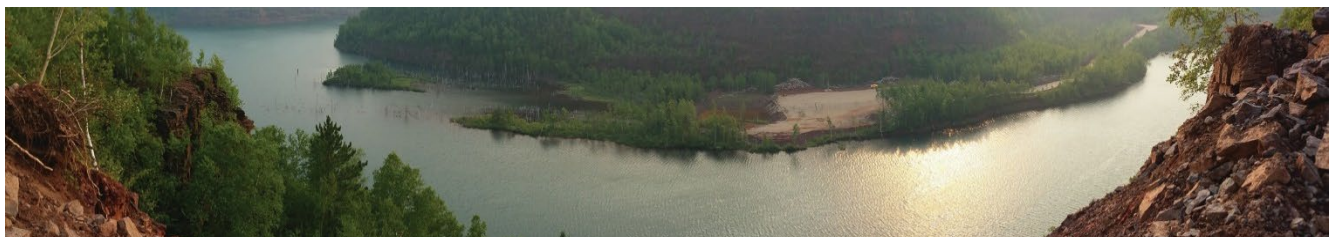
### Corridor Reconnaissance and Interviews

The Modified Phase I ESA will include a reconnaissance of the corridor. The reconnaissance of the corridor, which will include, at minimum, drive- and walk-by reviews, and where feasible, on-site reviews for indications including, but not limited to, the storage and/or use of hazardous materials and/or petroleum products, wells, storage tanks, and other obvious potential sources of contamination. Interviews with neighbors, tenants, and owners within the project area will be limited to specific individuals that you direct us to contact.

### Results and Reporting

Properties in the project area will be ranked as having a high, medium, or low potential for contamination based on criteria established by MnDOT. Each property will be ranked based solely on the property's potential for contamination, and not on the property's location with respect to the proposed construction limits. Braun Intertec will prepare a Site Data Summary sheet for each site exhibiting a high or medium potential for contamination along the project corridor. The report will be consistent with the standard MnDOT format for a Modified Phase I ESA. A draft Modified Phase I ESA report will be provided before submittal of the final report. The Modified Phase I ESA report will remain in draft status until we are notified by you to proceed with issuance of the final Modified Phase I ESA report.

We will only submit an electronic copy of our report to you unless you request otherwise. At your request, we can also send the report to additional project team members.





## Environmental Services

BRAUN INTERTEC TEAM MEMBER	PHASE I ENVIRONMENTAL SITE CORRIDOR ASSESSMENT	CONTAMINATED SOIL AND GROUNDWATER ANALYSIS	CONTAMINATED CONSTRUCTION SPECIAL PROVISIONS	ENGINEERING CONTROLS & UTILITY RECOMMENDATIONS	RESPONSE ACTION PLAN DEVELOPMENT	PROTECTION OF AQUATIC RESOURCES FROM CONSTRUCTION	CONSTRUCTION MONITORING OVERSIGHT
Jill Mickelson, PE Principal Engineer	x	x	x	x	x	x	x
Michelle LaGarde, PG, Project Geologist	x	x	x		x		x
Rose Kraus, Staff Scientist	x	x					x
Mary Canino, PG, Principal Geologist	x	x	x	x	x		x
Dan Barrett, PG, Principal Geologist	x	x		x			
Travis Fristed, CPESC, PWS, Principal Scientist	x					x	

Project Name: Kellogg Bridge Reconstruction	
Client Contact: SRF Consulting Group - Jamison Beisswenger	Client Phone Number: 763.267.6605

**Project Description:** Corridor Phase I ESA, Limited Phase II Drilling Investigation, Contaminated Soil and Groundwater Special Provisions, Response Action Planning, and Active Construction Phase (Environmental Monitoring and Material Management)

Project Name: TH 43 Winona	
Client Contact: Minnesota Department of Transportation (MnDOT) - Kelsi Ustipak	Client Phone Number: 612.257.2776

**Project Description:** Corridor Phase I ESA, Limited Phase II Drilling Investigation, and Construction Phase (Environmental Monitoring and Material Management)

Project Name: TH 57 Kasson	
Client Contact: MnDOT - Kelsi Ustipak	Client Phone Number: 612.257.2776

**Project Description:** Corridor Phase I ESA, Limited Phase II Drilling Investigation, and Construction Phase (Environmental Monitoring and Material Management)

## Geotechnical Services

BRAUN INTERTEC TEAM MEMBER	PAVEMENT CORING, SOILS EXPLORATION & RECOMMENDATIONS	R-VALUE DETERMINATIONS	MATERIALS TESTING	DENSITY AND COMPACTION TESTING	CONSTRUCTION DENSITY AND MATERIAL TESTING	PAVEMENT MATERIAL DESIGN RECOMMENDATIONS	PAVEMENT STRUCTURAL ANALYSIS & TESTING
Kyle Johnson, PE, Project Engineer	x	x	x	x	x	x	x
Brandon Wright, PE, Senior Engineer	x	x	x	x	x	x	x
Jesse Gamst, Field Project Manager			x	x	x		x
Philip Bailey, PE, Senior Engineer	x	x	x	x	x	x	x
Perry Gadbois, Field Technician			x	x	x		

Project Name: Freeborn CSAH 22/Bridge Ave Reconstruction	
Client Contact: SRF, Inc. – Matthew D. Hansen	Client Phone Number: 763.475.0010

**Project Description:** Geotechnical Evaluation, Environmental Services



# Cost Proposal and Schedule for Initial Services

## Cost

Braun Intertec will invoice you for the services described above on a lump-sum basis. The lump-sum cost for each of the tasks described in the Scope of Services is listed below.

Service Description	Lump Sum Cost
Modified Phase I Environmental Site Assessment	\$6,474.25

The proposed fee is based on the scope of services described and the assumption that our services will be authorized within 30 days and that others will not delay us beyond our proposed schedule.

This includes one hour of post deliverable consulting time for revisions to the draft report and/or communication with you and/or the project team. Additional requests for meetings, consulting, or modifications to the report will be billed at a rate of \$150/hr.



## Schedule

We anticipate the draft Modified Phase I ESA report will be completed within eight weeks from the date of your written authorization. The Modified Phase I ESA report will remain in draft status until we are notified by you to proceed with issuance of the final report.

If we cannot complete our proposed scope of services according to this schedule due to circumstances beyond our control, we may need to revise this proposal prior to completing the remaining tasks.

# References

Braun Intertec has 31 office locations that has completed hundreds of projects around the country in the last 5 years. Our team that we are identifying in our proposal has collected 5 addition projects that fall within the scope of work outline in the RFP as well has additional Geotechnical projects for the future.

Project Name: North Broadway Sewer Realignment	
Client Contact: Rochester Public Works- Kyle Schlink	Client Phone Number: 507.328.2444

**Project Description:** Phase I ESA, Phase II ESA, Geotechnical Evaluation

Project Name: TH 60 Zumbro Falls	
Client Contact: MnDOT - Kelsi Ustipak	Client Phone Number: 612.257.2776

**Project Description:** Corridor Phase I ESA, Limited Phase II Drilling Investigation, and Construction Phase (Environmental Monitoring and Material Management)

Project Name: CSAH 21 (Olmsted County)	
Client Contact: David Betts, Stonebrooke Engineering, Inc.	Client Phone Number: 952.402.9202

**Project Description:** Geotechnical Evaluation

Project Name: Rochester Bus Rapid Transit	
Client Contact: Shawn Combs-Walding, SRF Consulting Group, Inc.	Client Phone Number: 763.475.0010

**Project Description:** Corridor Phase I ESA, Limited Phase II Drilling Investigation, Geotechnical Evaluation

Project Name: City of Wabasha Street Improvements	
Client Contact: Brian Malm, Bolton & Menk, Inc.	Client Phone Number: 507.208.4332

**Project Description:** Geotechnical Evaluation

**Port Authority**

**5.3.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** 2025 Budget Discussion- Main Street and Chamber Contributions

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Discuss 2025 CEDA support, Main Street contribution, and Chamber contribution. Having CEDA staff two days per week in 2025 would cost \$53,580 (\$4,465 per month). City Council has asked the Port Authority to make the Chamber contribution (\$15,000) and Main Street contribution (\$6,000) in 2025.

Main Street has also requested to be funded at \$10,000 to further their work:

We haven't had an increase in donation in 5 years. We would like to continue to work with city and Port on downtown efforts and could use about \$10,000 per year instead of \$6,000.

Port already approved increase in staffing amounts for City staff.

We are consistently improving the community with so many beautification efforts- banners, planters, benches, bike share, bike shelter , water fountain, artists on main, murals, history plaques and updated website to promote walking tours, interactive maps , events and promotions like Mayors tree lighting, Shop Small Saturday and Coffee Meet Ups.

Wabasha Main Street needs room for a little more funding to collaborate on larger projects from Port Authority or City keep up with our with our added investments in community.

We will also be asking from the community for project investments as in past. We pride ourselves in collaborations.

Thank you for your past and continued support of \$6000 per year. As you may or may not know half of that goes directly to RETHOS for Mn Main Street membership dues and National Main Street dues so we can receive Project funds for City projects in the Main Street District only.

We all benefit from a healthier vibrant downtown when many little projects brighten up our daily lives.

Check out our website for updated projects and social media posts.

[www.wabashamainstreet.org](http://www.wabashamainstreet.org)

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**Attachments**

Cost Projections Budget 2025

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Wabasha Port Authority Financial Summary and Projection												
September 30, 2024												
Port Authority Current Account Balances												
Port Authority Fund 200 Cash												
Port Authority Checking	\$77,356											
Port Authority Fund 210 Revolving Loan Fund												
Port Authority Revolving Loan Fund	\$22,217											
Total Current Account Balances:	\$99,573											
	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25
Port Authority: Fund 200												
Port Authority Revenue												
Misc Interest			\$250			\$250			\$250			
2025 Tax Levy									\$61,381			
Winter Haul			\$258,000				\$258,000					
Interfund Loan from the General Fund	\$150,000											
Federal and State Barge Grant Reimbursement											\$ 200,000	
Port Authority Revenue	\$150,000	\$0	\$258,250	\$0	\$0	\$250	\$258,000	\$0	\$61,631	\$0	\$200,000	\$0
Port Authority Expenses												
City of Wabasha - Admin Support				\$7,500						\$45,000		
CEDA	\$3,511	\$3,511	\$3,511	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465	\$4,465
Barge Terminal Design Work and Engineering					\$94,784		\$250,000					
Environmental Review (Port matching funds)		\$30,000										
Interfund Loan from the General Fund												\$300,000
Chamber Contribution				\$15,000								
Main Street Contribution				\$6,000								
Port Authority Expenses	\$3,511	\$33,511	\$3,511	\$32,965	\$99,249	\$4,465	\$254,465	\$4,465	\$4,465	\$49,465	\$4,465	\$304,465
Port Authority Fund 200 Balance	\$223,846	\$190,335	\$445,074	\$412,109	\$312,860	\$308,645	\$312,180	\$307,715	\$364,881	\$315,416	\$510,951	\$206,486
Revolving Loan Fund: Fund 201												
Revolving Loan Fund Revenue												
Hill Loan Repayment	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550	\$550
Anderson House Repayment	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714	\$714
Round the Clock Nutrition Repayment	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183	\$183
Cassie Modjeski Repayment	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208	\$208
Broken Paddle Repayment	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28	\$28
5th Grant Repayment						\$265	\$265	\$265	\$265	\$265	\$265	\$265
Revolving Loan Fund Revenue	\$1,683	\$1,683	\$1,683	\$1,683	\$1,683	\$1,683	\$1,683	\$1,683	\$1,683	\$1,683	\$1,683	\$1,683
Revolving Loan Fund Expenses												
5th Grant	\$7,573											
Anderson House	\$1,863											
Revolving Loan Fund Expenses	\$9,436	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Revolving Loan Fund Balance	\$14,464	\$16,148	\$17,831	\$19,514	\$21,198	\$22,881	\$24,564	\$26,248	\$27,931	\$29,614	\$31,298	\$32,981



Wabasha Port Authority Bank Account Detail					
September 2024					

Summary	
Port Authority Account Summary	
Port Authority Balance: Fund 200	\$77,356.29
Revolving Loan Fund Balance: Fund 201	\$22,216.65
Total	\$99,572.94

Account Details	
Port Authority Checking Account	
August 31, 2024 Balance	\$116,457.43
Deposit: Interest	
Withdrawal: Bolton & Menk Invoice	\$38,738.00
Withdrawal: Travel Reimbursement	\$363.14
September 30, 2024 Balance	\$77,356.29

Port Authority Revolving Loan Fund	
August 31, 2024 Balance	\$37,669.55
Deposit: Broken Paddle Loan Payment	\$27.71
Deposit: Hill Loan Payment	\$550.00
Deposit: Modjeski Loan Payment	\$210.00
Deposit: Round the Clock Loan Payment	\$200.00
Deposit: Round the Clock Loan Payment	\$200.00
Deposit: Anderson House Loan Payment	\$714.29
Deposit: 5th Grant Loan Application Fee	\$100.00
Withdrawal: 5th Grant Revolving Loan Fund Disbursement	\$17,427.19
September 30, 2024 Balance	\$22,216.65





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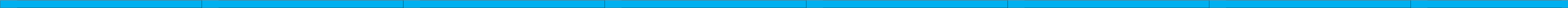


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**Port Authority****5. 4.****Meeting Date:** 09/24/2024**ITEM TITLE:** RETHOS Downtown Assessment Discussion**DEPARTMENT:** Administration

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**PURPOSE:**

Conduct a Rethos Downtown Assessment - Mary Flicek

**ITEM SUMMARY:**

Dusty Liston was asked to look at a tourism assessment. In that process, Mary Flicek asked for discussion on a potential downtown assessment done by RETHOS who knows our community well. It would help us record our assets and look at how to attract new businesses.

The sample assessment(s) looks like it's more of a cultural survey assets survey. A concern would be that of not having between the existing strategic plan for Main street and our existing downtown plan <https://www.wabasha.org/downtownplan/>

Here are some of the goals that were created in the other plans (Litchfield)

1. Increase park programming
2. Rehabilitate and increase holiday decorations tradition
3. Increase connections with high school
4. Convene a community calendar

Lake City downtown assessment

(2023) <https://lakecity.org/wp-content/uploads/2023/02/Lake-City-Downtown-Assessment-Final.pdf>

1. Address the unrest – a lot of negativity that their needs come second to tourists
2. Tailor events, promotions and activities for residents of Lake City rather than tourists
3. Focus on revitalization efforts to support the downtown infrastructure both public and private (address weeds, buildings)
4. Opportunities – recruit a brewery, cultivate regular happenings rather than big events, leverage Farmers' Market, leverage vacant lots, address community divide

**STAFF RECOMMENDATION:**

Wait for a grant opportunity to do a downtown assessment. Wait until Mary Flicek is able to attend meeting. Find out cost.

**ACTION REQUIRED:**

Discussion

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**Attachments**

Transformation Plan Wabasha

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# Wabasha Transformation Strategy Implementation Plan

Transformation Strategy: Elder & Family Friendly

Goal: Enhance, Engage & Educate with Public Art

Timeline: 2023

Economic Vitality	Design	Promotion	Organization
<p>Action Plan (Purpose + Intended Outcome):</p> <ol style="list-style-type: none"> <li>1. Reinvestment Stats shared</li> <li>2. Coffee Meet Ups Quarterly</li> <li>3. Business Liaison with Port</li> </ol>	<p>Action Plan (Purpose + Intended Outcome):</p> <ol style="list-style-type: none"> <li>1. Recognizing History Programs</li> <li>2. Expanded &amp; Relocated Planters</li> <li>3. New Bike Signage</li> <li>4. Construction Committee for new Streetscape Design</li> <li>5. Design New WMS Brochure to increase visibility &amp; memberships, promote updated Mission Statement</li> </ol>	<p>Action Plan (Purpose + Intended Outcome):</p> <ol style="list-style-type: none"> <li>1. Shop Small Saturday</li> <li>2. Mayor's Tree Lighting &amp; REMAX Christmas Event- Santas</li> <li>3. Construction Liaison</li> <li>4. New City Motto- Eagle Capital</li> </ol>	<p>Action Plan (Purpose + Intended Outcome):</p> <ol style="list-style-type: none"> <li>1. Public Places are Sacred Spaces Mural Project</li> <li>2. BOM Conference attendance</li> </ol>
<p>How success will be measured:</p> <ol style="list-style-type: none"> <li>1. Completed and shared City</li> <li>2. Total numbers attended &amp; variety of Programs, sponsors</li> <li>3. HVAC support, applications</li> </ol>	<p>How success will be measured:</p> <ol style="list-style-type: none"> <li>1. Number of Applicants ordering</li> <li>2. Surveys, NEC location, additional planters ordered</li> <li>3. Signage completed &amp; hung</li> <li>4. Final selections and voice heard as WMS, HPC and Business owner</li> <li>5. Additional Memberships came in- widely received with new design for tear sheet</li> </ol>	<p>How success will be measured:</p> <ol style="list-style-type: none"> <li>1. Number of participants &amp; Outcomes of volume of sales</li> <li>2. Number of families attending, treats handed out</li> <li>3. Educate on social media via City &amp; Engineers</li> <li>4. LOS to Preston Cook to adopt</li> </ol>	<p>How success will be measured:</p> <ol style="list-style-type: none"> <li>1. Multiple Grants written and awarded to fund \$20K mural Volunteers assisting, engaging partnerships, organizations and promoting at Capstone event</li> <li>2. Encouraging full Board to BOM Conference, Presented at conference- Owner Occupied</li> </ol>
<p>Project Lead/Partners Identified:</p> <ol style="list-style-type: none"> <li>1. Wendy Busch, City Clerk, Bev Hall City Librarian, Annette Hedquist- NEC COO</li> <li>2. Becky Shaw, Anderson House</li> <li>3. Ben Strand, Port Authority, CEDA &amp; City- Caroline Gregorson, City Administrator</li> </ol>	<p>Project Lead/Partners Identified:</p> <ol style="list-style-type: none"> <li>1. Mary Flicek, WMS Director &amp; HPC Chair, business owner Emily Durand, Mayor</li> <li>2. Brian Hovey, Cabbage Patch, Annette Hedquist NEC, Tony Johnson, Parks Super.</li> <li>3. Craig Falkum, Bike Advocate</li> <li>4. Katy Grehr, Bolton &amp; Menk</li> <li>5. Janet Runions, Artist</li> </ol>	<p>Project Lead/Partners Identified:</p> <ol style="list-style-type: none"> <li>1. Mary Flicek, WMS Director and Brenda Pierson, B &amp; B &amp; B owner</li> <li>2. Sherri Murphy, REMAX realtor and Mary Flicek, Annette Hedquest, WK C of C</li> <li>3. WMS shares social media from Bolton Menk and City of Wabasha</li> <li>4. Preston Cook benefactor of NEC</li> </ol>	<p>Project Lead/Partners Identified:</p> <ol style="list-style-type: none"> <li>1. Sue Mundy- Local Mural Artist and Mary Flicek, grants writer- WKCAF/SMIF, SEMAC, Wabasha Boost/Blandin Grant- Emily Durand ,NEC Director Meg Gammage for Doffing Foundation Funds.</li> <li>2. Craig Falkum, Annette Hedquist, Sherri Murphy, Dave Wogen</li> </ol>

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Resources Needed (Funds, volunteer hours, supplies):



**Port Authority**

**5. 5.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** Determine Changes to Revolving Loan Process

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

Please look at the attached guideline documents and check lists. We would like feedback as follows:

1. Is staff authorized to deny a loan based on not meeting qualifications?
  2. Should there be a presentation from the applicant and if so, when?
  3. Should the Loan Committee review the loan and determine approval or denial recommendation (current procedures)? Or should we establish a worksheet that is completed by CEDA staff member that includes their recommendation based on underwriting criteria, that is supplied to the committee? Maximum loan is \$25,000.
  4. Should a business plan be required or only in cases that it exceeds \$25,000? (Currently only required case by case and to our knowledge, it's never been required), Current recommendation to require it.
  5. Should loan funds be provided up front or require receipts to demonstrate its been spent on what the loan funds were for?
  6. Request to supply credit score.
- 

**Attachments**

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## Wabasha Business Revolving Loan Program Checklist

### **I. Complete Loan Application.**

- Application Form Completed and Signed, included completed sources and uses budget.
- Current Business plan
- For loan requests over \$25,000, Articles of Incorporation, Bylaws, or Articles of Organization will be required if applicable.
- Financial Statements current month plus prior 2 calendar years
- Personal Financial Statements from a primary lender plus a recent credit report for all parties owning 20% or more of the company
- Proposed Collateral/security
- Letter from the bank or a third party confirmation by CEDA/Port staff with banker that the borrower needs traditional financing is not available or not feasible.
- Projections and Cash Flow Statements
- Other: Exhibits, Photos, Building and Site Plans, etc.

**\*\*Port Authority Coordinator** – If the loan is approved, a UCC will need to be filed with the MN Office of the Secretary of state: [Minnesota Secretary Of State - UCC Lien Filing Forms](#). Ask your city administration office for the city's login and password.

- UCC filed? Yes/No (circle one)

### **II. Criteria by which the project will be evaluated**

- ☐ The project fosters private investment.
- ☐ The project will increase the City's tax base.
- ☐ The project creates and retains permanent private sector jobs.  
Number:      Full-Time      Part-Time:      Wages:
- ☐ The project improves economic opportunity and living standards.
- ☐ The project complements the economic goals of the city (complementing other business, eliminating blight, retaining, or expanding wealth, etc.)
- ☐ The type of business proposed adds value to the city
- ☐ The loan will provide gap financing

### **III. Eligible Activities. \***

#### Ten Year Amortization

1. Acquisition and development, easements, and rights-of-way.
2. Construction, conversion, enlargement, repairs, or modernization of buildings (including facade repairs), plants, machinery, equipment, access streets and roads, parking areas, utilities, and pollution control and abatement facilities.
3. Loans for startup operating cost and working capital.
4. Technical assistance for private business enterprises.

\*Note: Ineligible activities. Funds may not be used for producing agricultural products through growing, cultivation, and harvesting directly or through horizontally integrated livestock operations except for commercial nurseries, timber operations or limited agricultural production related to technical assistance projects.

### **IV. Eligible Applicants.**

1. Located in the City of Wabasha or on a case-by-case basis, the Loan Committee may waive this requirement to a business located outside the City of Wabasha if they determine it will have a positive economic impact on the Wabasha community.
2. Any private business that will employ 50 or fewer employees and less than \$1 million on projected gross revenues.
3. The grantee should create or retain least one full time job for each \$10,000 loaned from the Revolving Loan Fund.
4. Project must demonstrate economic impact for the community.

### **V. Loan Amount, Equity Participation, Assessment and Risk.**

1. The loan amount does not exceed \$25,000 or 50% of total project cost, whichever is less (Exceptions may be granted by the Review Committee on a case-by-case basis)
2. The loan amount is not less than \$5,000.00.
3. Applicant is funding fifty percent (50%) of their project through SBA, private lenders, equity, or other sources.
4. Is the loan taking a subordinate position to private financing (either equity or commercial lending)?

Yes or No

5. The applicant has the capacity and creditworthiness to re-pay the loan.
6. Applicant has necessary management skills and ability.
7. Credit risk is acceptable and adequate collateral is available.
8. Wages for new and existing jobs pay a living wage.
9. The interest rate will be 3 percent below current prime with capped at 5 percent. The final interest rate will ultimately be determined by the Port Authority.

### **VI. Other: Guidelines for the regulation of State Economic Development Revolving Loan Funds.**

1. Job creation and retention. Loan Agreements will establish goals for the number of jobs to be retained or created by each business. Failure to achieve the stated job creation/retention may result in loan cancellation prior to term and payment in full will then be required.

**Port Authority**

**6. 1.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** Coordinators Report

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

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**Attachments**

September 2024 Wabasha Port Authority Coordinators Report

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# 2024 Wabasha Port Authority Coordinator Report

Meeting: Tuesday, September 24, 2024

## **Assist with Housing & Development:** 2024 PRIORITY

- Continue to assist exploring the feasibility of listing city-owned land for development (Main Street Property)
- Continue to assist establishing the feasibility of a funding strategy for redevelopment of River Crossings (Hwy 60 reroute)
- Continue to assist with the redevelopment of Grandpa's Barn/Transfer Station into a 44-unit multifamily housing unit

## **Assist with Childcare:** 2024 PRIORITY

- Working with the Mayor to gain a childcare facility in Wabasha
- Assist potential in-home childcare providers with business startups and resources/funding

## **Revolving Loan Fund Program:** 2024 PRIORITY

- Continue to send monthly emails to all businesses informing them of the Port's Revolving Loan Program.
- Re-capitalize the revolving loan fund by applying to the USDA Revolving Loan Fund Recapitalization Application in fall of 2024.
- Current RLF holders (6): Anderson House, Round the Clock Nutrition, Hills Hardware Hank, Cassie Modjeski (In-home daycare facility), Broken Paddle, 5<sup>th</sup> Grant Boutique
- Currently working on letters of support and awaiting businesses to confirm submission (4 so far)
- Rob – Wabasha County Fair has applied, but did not meet guidelines.

## **Business Consulting (Business Retention, Expansion & Attraction):** ONGOING

- Continue to assist Wabasha businesses looking for assistance with Port programs (RLF) and business start-ups, expansions, relocation, etc. or any needs entrepreneurs may have in coordination with the Wabasha Chamber of Commerce
- Continue to send out SBA, SMIF, and DEED grant and loan relief programs by email to businesses.
- Currently building an up-to-date business directory for proper outreach services and updated employee numbers for each business
- Assisting with the Food Share relocation and grant writing, if needed.
- Continue to develop a Façade Improvement Program
- Continue to develop a spreadsheet with industrial/commercial land/buildings to promote future commercial/industrial development into Wabasha

## **Façade Improvement Program:** 2024 PRIORITY

- The program has been funded with \$15k to start.
- Marketing has begun: Email(s) sent to local businesses, press release complete and sent to newspapers, and advertising the program on the City and Port Authority's city website pages.

## **Barge Terminal/Highway 61 project:** AS NEEDED

- Participate in Port Association meetings and obtain funding for the Barge Terminal as directed by City Administrator and Port Authority President
- Capitalize and operationalize the development of the terminal with the assistance of the City Administrator and Port Authority President
- Port Authority has received \$5 million in funding for the Highway 60 re-alignment project

#### **Municipal Campground (Marcou Park)**

- The project has value as a tourism benefit to continue to invest time in gathering estimates.
- Public Works feels they are somewhat at capacity to manage a project – recommending to move keep this on the Port’s radar for the future.

#### **Eagle Basin**

- Project underway – playground.

#### **Wabasha Livability Page**

- Cathy, Dusty, and the mayor will develop in coordination with Vision Design Group and the Blandin Foundation

#### **Grant Opportunities:**

- SMIF: Small Town Grant – Early Care and Education Grants – Promise Act Grant – Fall 2024; Economic Development Grant – Early 2025
- USDA: RLF – 2 cycles/year (Feb and October)
- MN DNR grants: Parks and Recs – Every Spring
- Compeer Financial Grants: General Use Grant, etc. - always available
- MN DEED: always available
- SMIF – Taylor Rural Grant – CEDA only communities – up to \$25k
- AARP grants available.

#### **Progress Made (November 2023 to present):**

- Connected with businesses to access their needs – *continuous*
- Built a Business Directory – *continuous*
- Port Authority website development - *continuous*
- Attended the Chamber of Commerce Business Roundtable – Façade Improvement Program born
- Implemented Location One, or LOIS, on the Port Authority’s webpage
- Created a Façade Improvement Program
- Assisted Broken Paddle, Michael Anderson, with the submittal of his RLF application
- Assisted with letters of support for the MN Workforce Housing Grant to major employers
- Visited with Wabasha Early Childhood Care facility manager, Jane, and the mayor 2.27.24
- Attended a Food Share meeting with Dave and the Mayor on 3.5.24
- Assisted two businesses with SMIF’s Competitive PROMISE Act grant opportunity
- Assisted Cathy, the city, and KB with the MN DEED Redevelopment Grant due 1 August 2024
- Suggest RLF guideline changes (interest rate) for RLF renewal
- Created a BR&E survey and sent to all businesses June 2024
- Resurrected a few old goals of the Port and will pursue them if approved by the Port Authority
- Launched Business Façade Improvement Program

**Port Authority**

**6. 2.**

**Meeting Date:** 09/24/2024

**ITEM TITLE:** Administrator Update

**DEPARTMENT:** Administration

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**PURPOSE:**

**ITEM SUMMARY:**

- Winter haul should be starting soon.
  - Housing Task Force provided input on listing lot near Cannon Park for sale for housing. We did not have quorum on parks commission. Is it valuable to request public input?
  - Submitted \$2 million grant request for Hwy 60. It was a team effort and the letters obtained demonstrate this project can be an important economic driver for Wabasha.
  - We received our Housing Grant! The downtown apartments are able to continue to move forward.
-