

Considerations for Local Government-Owned Watercraft Cleaning Stations at DNR-Administered Public Water Accesses

Overview

The Minnesota Department of Natural Resources (DNR) supports strategies that may work to prevent the spread of aquatic invasive species, such as allowing local government units (LGU) to provide watercraft cleaning stations at DNR-administered public water accesses. These projects should follow the general terms and conditions below and must not interfere with public use of the site nor cause any safety hazards at the site.

LGUs that desire to place a watercraft cleaning station at DNR-administered public water access sites must apply for DNR approval. The DNR will determine if the installation of a watercraft cleaning station is feasible and appropriate for the site. If the project is approved by DNR, the LGU and DNR will enter into a Lease Agreement that details the terms and conditions for the project. Interested lake and river associations must partner with a local government to accomplish this work.

The LGU shall be responsible for all costs and activities associated with equipment acquisition, installation, maintenance and removal. The LGU assumes all liability related to the public's use of the equipment.

General Terms and Conditions

Site Evaluation

The local government will fill out an application that details project specifics for each proposed site. The DNR will review each application and determine if placement of a watercraft cleaning station at the proposed DNR-administered public water access site is feasible and appropriate. Evaluation may include a site visit with DNR Parks and Trails Division staff and the LGU.

Insurance Requirements

The LGU shall procure liability insurance, naming the State as additional insured in the amount of at least \$500,000 per individual and \$1,500,000 per occurrence from an insurance carrier licensed to do business in Minnesota.

Layout and Installation

On-site location of the station must be approved by the DNR. Placement must: fit within the current site design, not interfere with public use of the site and not cause any safety hazards. Station tools may include, but are not limited to: air blower, wet/dry vacuum, drain plug wrench, brush, scraper, squeegee, flood lights, reach tool, hook, etc.

The watercraft cleaning station must meet the Americans with Disabilities Act (ADA) requirements.

The local government is responsible for installing any and all structures needed to house the equipment at the site. For example, excavation and pouring of a concrete pad.

Energy

If electricity is needed, the local government is responsible for securing and connecting to a power supply (e.g. the grid or solar), and for paying all energy costs associated with the equipment. Passage of any utility over, under or across any state land or public water requires a state utility license. Minnesota Governor Dayton (Executive Order 17-12) and the DNR strongly encourages the use of renewable energy, such as solar power, which would require the installation of solar power generating equipment. If solar power is chosen, the DNR may be interested in extending power to existing lights or buildings on site.

Maintenance

Equipment maintenance is solely the responsibility of the LGU. For example, repairing and/or replacing parts due to wear and tear or vandalism.

If trash bins or waste collection devices are provided with the equipment, trash collection and/or pumping services must be paid for by the LGU and provided by the LGU or its contractor. If a contractor is used, the contractor's contact information must be provided to the DNR by the LGU.

Winterization of the equipment at the end of each season is the responsibility of the LGU.

Inadequate maintenance of the equipment, especially those causing safety or site use concerns, or frequent occurrence of maintenance issues, may result in the DNR requesting the LGU to remove all equipment prior to the termination of the lease.

Upon termination or expiration of the lease, the LGU is responsible for removal of all equipment and associated structures from the site (see End-of-Project Care).

Display / Messaging

Text and images on the equipment must be approved by the DNR. Messages must align with the state's Aquatic Invasive Species prevention strategies and authorities. The LGU's contact information must be displayed on the equipment for the public to report safety, maintenance, or service issues.

Data Collection

A summary of any data collected by the LGU or its contractor, quantitative (e.g. tool use) and qualitative (e.g. user surveys), will be reported to the DNR by the LGU at the end of each season. The DNR is interested in data such as: number of discrete users; time spent by each user; number of times each tool is used; hourly, daily, weekly and monthly use trends; feedback from users on ease of use and perceived effectiveness.

End-of-Project Care

All equipment and structures must be removed by the LGU if it can no longer be maintained by the LGU. The LGU is responsible for:

- Removal and proper disposal of the unit and all its parts.
- Removal of any structures (e.g. cement pad), unless it can be utilized by the site in another way by the DNR.
- Removal of the solar panels, if present, unless it can be utilized by the site in another way by the DNR.