



**Special Monthly Meeting  
Wednesday, July 27, 2011**

Members Present: Bill Schmokel, Greg Aamodt, Craig Gontarek, Bill Kallberg & Bruce Thorsen

Staff Present: Mike Kinney, District Administrator  
Carl Almer, District Engineer  
Chuck Holtman, District Attorney

Others Present: Paul Nelson, Scott County

**CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Gontarek at 2:35 PM.

**Swearing in of New Board Manager – Bruce Thorsen:**

District Attorney, Chuck Holtman, gave Bruce Thorsen the Oath of Office. Welcome, Bruce, to the Board of the Prior Lake-Spring Lake Watershed District!

**Office Lease/Additional Office Space:**

Mike Kinney gave an update on renting two additional office spaces within our current configuration. After some discussion, the Board approves amending the current lease to include the two additional offices for staff and storage, for the duration of our current lease.

**Monthly Meeting Date Change**

After some soliciting schedules and feedback from staff, managers and other regular meeting attendees, it was decided to keep the regular monthly meetings to the 2<sup>nd</sup> Tuesday of each month. The next meeting will be August 9, 2011.

**Rule Revisions**

The proposed Prior Lake-Spring Lake Watershed District Rulemaking Process for 2011/2012 was drafted by Nat Kale and sent out to the Board prior to the meeting. Carl Almer briefly went through the handout which listed roles and responsibilities. The document also showed the timeline and process to adopt individual rules, with the finalization and adoption of the compilation of all them all happening between April and July 2012. No action taken, but the Board provided direction for staff to move forward with the process.

### **Titus Property**

Chuck Holtman informed the Board that the City of Prior Lake has had as much discussion as they see necessary with the property owner. After reviewing the technical material provided, there is no further means for District participation unless requested by the City.

### **Budget Memos**

Memos were distributed with a preliminary summary of each Class, a description of each Class, CIP Total and Budgeted Total and other Financial Notes. Each memo was also assigned to a Board Manager for further involvement. Mike has asked the Managers to schedule some time to meet with him on more specifics of each memo. Another special meeting will be scheduled in late August to complete the 2012 Budget process prior to certifying a final budget in September.

### **Upper Watershed Volume Reduction CWF Grant**

A preliminary Cost: Benefit Site Analysis was provided of 16 high priority potential wetland restoration sites that could be further modified to enhance volume storage in the upper watershed along with added sediment and phosphorus reduction. The District currently holds a CWF grant which is intended to complete a small subset of these 16 sites. The purpose of this preliminary estimate of reductions achieved was to inform the Board of the potential benefits of working with the USDA-NRCS WREP grant to leverage additional volume storage using District funds. The District has long held the goal of adding additional volume storage in the upper watershed for flood control.

The Board by motion convened in closed session for review of Stacy Sass.

The Board reconvened in open session. Manager Gontarek summarized the discussion by stating that the Board's assessment of Ms. Sass's performance is positive. By motion, the Board approved continuation of unpaid time off to August 15, 2011 with District coverage of benefits.

Meeting Adjourned

---

Craig Gontarek, President

---

William Schmokel, Secretary