

AGENDA

Tuesday, October 9, 2012

3:00 PM

Prior Lake City Hall

BOARD OF MANAGERS:

**Bill Kallberg, President; Bill Schmokel, Vice President; Greg Aamodt, Treasurer
Bruce Thorsen, Manager; Marianne Breitbach, Secretary**

Note: Indicated times are estimates; actual times may vary considerably. Individuals with items on the agenda or who wish to speak to the Board are encouraged to be in attendance when the meeting is called to order.

3:00 – 3:05 PM **BOARD MEETING CALL TO ORDER AND ROLL CALL**

3:05 – 3:10 PM **PUBLIC COMMENT**

If anyone wishes to address the Board of Managers on an item not on the agenda or on the consent agenda please come forward at this time, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

3:10 – 3:25 PM **APPROVAL OF AGENDA** (Additions/Corrections/Deletions)

3:25 – 3:30 PM **CONSENT AGENDA**

The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of the Board member, staff member, or a member of the audience. Please state which item or items you wish to remove for separate discussion.

- Claims List
- Financial Report
- Meeting Minutes
- Cost Share Payment Requests (tab A)

3:30 – 5:00 **OTHER OLD/NEW BUSINESS**

1. District Programs & Projects Update
2. Alum Study presentation – Barr Engineering (tab B)
3. Approval of PLOC maintenance contract – Resolution 12-253 (tab C)
4. Approval of certificate of completion for permit #06.04 – Resolution 12-254 (tab D)
5. Manager Presentations: (items submitted by individual managers for discussion)
6. Administrator's Report
7. Misc. Administrative items
 - MAWD Conference Information
8. Adjournment

UPCOMING MEETING/EVENT SCHEDULE

Lower Prior Diagnostic Study Public Meeting & CAC Meeting // October 25, 6:00 pm // Prior Lake Library



Tuesday, September 11, 2012
Prior Lake City Hall
3:05 PM

Members Present: Marianne Breitbach, William Schmokel, Bill Kallberg, & Bruce Thorsen

Members Absent: Greg Aamodt

Staff Present: Mike Kinney, District Administrator
Amy Tucci, Administrative Assistant
Michael Welch, District Attorney, Smith Partners
Chris Schadow, District Accountant

Others Present: Kathy Neilson, Spring Lake Township resident

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President William Kallberg at 3:00 PM.
2. **PUBLIC COMMENT:** Kathy Neilson, Spring Lake Township, addressed the Board in respect to the SCWEP program. She reported that she has been on the Steering Committee for the program and expressed her deep appreciation of the partnership with the District on the program provided through the contract. She stated that she highly values the partnership with the District and noted that if the District were to remove itself from the contract, there would be a significant impact to the Township's ability to meet the MS4 regulations. She asked if the Board could clarify the needs and desires of the District in regard to this program, through written means, in order to correct the disconnect that seems to be occurring.

President Kallberg stated that the District is not attempting to remove itself from the partnership but to make the program more efficient and effective.

Mike Kinney stated that the District would need the most up to date contract to show who is managing the overall project, and noted that the District continues to have issues with transparency in funding. He explained that many things continue to change over time and noted that the District would like to have a more effective and efficient program. He stated that delay is a reoccurring theme and the contract language always seems to be interpreted differently by the other party.

Mike Kinney noted that he would bring that item back to the Board at the special meeting on September 25th. He noted that a lot of staff time was spent on the proposals that were requested by the Steering Committee that was then not accepted by the Committee. He believed it was unfortunate that so much time has been spent on something that should be much easier.

Manager Schmokel stated that at this time the District is still contracted in this arrangement through December 31, 2012. He stated that the question would depend on the proposal that is presented to the District for the work to begin January 1, 2013.

3. **APPROVAL OF AGENDA:** Manager Schmokel moved to accept the agenda as published. Second by Manager Thorsen. All ayes.

2013 PRELIMINARY LEVY AND BUDGET PRESENTATION

The meeting convened in public hearing at 3:23 PM.

PUBLIC HEARING

Mike Kinney reviewed the written budget and levy presentation, which had been included in the Board packet. He noted that the changes suggested at the previously held August 28th Special Board meeting had been incorporated into the proposed budget. He briefly reviewed the proposed budget for each of the subclasses/funds and noted some of the anticipated projects that could be accomplished with that funding during 2013. He then reviewed the 2013 budget and levy amounts for general administration, 509 operations, and bond debt for a total budget of \$1,787,187 and a total levy amount of \$671,131. He noted that the information would be certified to the County by September 15th.

President Kallberg noted that two items are presented for review, the budget and the levy. He stated that the information included the expenditures and the proposed levy but did not mention the other sources of funding including grants, cost-share opportunities, and previously obtained funding. He stated that this short presentation summed up the many hours of work and discussion that have occurred over the past six months. He explained that the while elements of the budget are flexible and can be amended if needed, but noted that once the levy amount set, that amount could only be lowered prior to final certification in December.

Manager Schmokel confirmed that once the proposed levy is certified to the County on September 15, 2012, the number could only be lowered by the District and could not be raised.

Manager Schmokel moved to close the public hearing at 3:46 p.m. Seconded by President Kallberg. All ayes.

Manager Schmokel moved to adopt Resolution 12-250. Seconded by Manager Breitbach. All ayes.

4. **CONSENT AGENDA:**

- ~~Claims List~~
- ~~Financial Report~~

Manager Schmokel moved to remove the Claims List and Financial Report from the Consent Agenda for further discussion. Seconded by Manager Thorsen. All ayes.

- Claims List
- Financial Report

Manager Schmokel stated that he asked for both items to be removed because he could not find specific links from the claims list to the Financial Report. He advised that there were significant charges from some of the consultants used, such as Smith Partners and EOR. He asked for additional information in the future to show what costs are associated with which funding source so as to separate out District work from the JPA/MOA work, for example. He noted the majority of the charges from Smith Partners resulted from the work on the Policy Manual.

President Kallberg confirmed that for some projects the District is paying the bill, as the administrator of the fund, but is then reimbursed by the other parties involved in the project.

Mike Kinney agreed that it would be helpful to list the subclass for the charges, as some of the charges resulted from projects which are funded by grant dollars, or through the JPA/MOA.

Manager Schmokel moved to accept the Claims List and Financial Report. Second by Manager Thorsen. All ayes.

APPROVAL OF DISTRICT POLICIES

Mike Kinney provided background information, noting that the Board has discussed the update to policies several times in the past few months. He advised that staff and legal counsel have continued to amend and update the policies as directed since the last meeting on August 28th.

Michael Welch stated that the policies guide District operations and staff activities. The by-laws, conflict of interest, and public purposes policies are of particular interest for the Managers. He stated that once the manual is in place and sent to the State, that item can be checked off the list. He noted that amendments can be made in the future, as needed, but acknowledged that the amount of work that went into creating the governance manual would not be required in the future. He also referenced the schedule of annual activities included in the manual, observing that it calls for the Managers to conduct a business meeting once each year in January, to outline the

business for the year and designate specific items such as the District bank. He suggested a minor amendment to the proposed Resolution to authorize the administrator, on advice of counsel, to make such administrative changes as necessary to finalize the manual.

Manager Thorsen identified two grammatical changes. He also asked for additional information on the fund balance policy.

Chris Schadow provided additional information explaining the carryover of funds, which could be used for operational costs. He explained that the County distributes the taxes collected in June and December.

Mike Kinney explained that the situation is similar to someone who would only be paid twice during the year; the District would need to budget the December payment from the County to cover the bills that will be presented to the District through June, when the next payment from the County is received. He explained that the fund balance policy is simply good business and something that needs to be included in the manual.

Manager Thorsen acknowledged that the budget at this time is proposed for \$1,787,187 while the levy will only be \$671,131. He recognized that in the future when the reserve fund is further depleted, the District will have to either raise the levy significantly or cut the amount of programming conducted.

President Kallberg stated that it is his belief that the District should always have at least six months of operating expenses in the reserve fund in the case of an unexpected situation.

Manager Thorsen made a motion to approve Resolution 12-251, with the amendment recommended by counsel. Second by Manager Breitbach. All ayes.

Chris Schadow left the meeting.

MANAGER UPDATE

Manager Thorsen asked for clarification on open meeting laws.

Michael Welch stated that if a quorum of Managers were together discussing District business, it would be considered a meeting and would need to be noticed.

Manager Thorsen noted that if three Managers were sitting together in a coffee shop, the public perception could be that District business is being discussed.

Michael Welch agreed that situation should be avoided. He noted that if all Managers were attending a city festival, that would not be a problem, as long as they do not all gather together. He also referenced email communications, which could violate open meeting laws if multiple Managers are responding, or copied, on a series of emails. He also noted that a series of telephone calls, where one Manager contacts multiple Managers to discuss the same topic, could

be a violation. He suggested that communications be filtered through the District Administrator to avoid those situations.

Manager Thorsen suggested that a tab be added to the agenda, which would allow Managers to add items to the agenda, or comment on the agenda.

Manager Thorsen stated that he would like to discuss the issue of the agenda at the next meeting in a format that can be voted on by the Managers.

Michael Welch left the meeting.

DISTRICT PROGRAMS & PROJECTS

Mike Kinney stated that staff met with Greg Wilson from Barr Engineering earlier today and noted that Greg is scheduled to make a presentation on alum treatment to the Board at the October meeting. He stated that staff would like to see additional monitoring results before a decision is made. He noted that public relations would also be a factor in the treatment process, but noted that significant research has been done on the issue that staff will be able to gather. He felt that this information could be gathered and the monitoring completed prior to the proposed alum treatment application in 2014.

Manager Thorsen recognized that the original presentation from Barr Engineering stated the best time to apply alum is in the fall and confirmed that the treatment proposed would occur in fall of 2014. He stated that in conversations he has had it was stated the best method for the treatment is a series of treatments, rather than one large treatment and questioned which route the District would take.

Mike Kinney confirmed that 50 percent of the treatment would be applied during year one, with monitoring to occur the following two or three years, followed by another treatment of 25 percent of the alum, with two to three years of monitoring, which would be followed by the final application of alum. He confirmed that while the Board will hold a Special meeting on September 25, 2012, the presentation from Barr will not take place until the October Board meeting. He also provided brief updates on other ongoing projects within the District, and noted that the Board would staff a booth at the upcoming community festival on September 19th. He also reviewed upcoming meetings.

President Kallberg discussed the potential for a bog that is loosely anchored to come loose and cause issues on Spring Lake.

Manager Schmokel believed that a special meeting should be held regarding the Spring Lake outlet to develop policy statements for those types of situations.

Mike Kinney referenced the alum discussion between staff and Greg Wilson. He asked that the Board provide direction, or authority, to continue the work with Greg, above and beyond the

contract work previously authorized, in order to ensure the work on alum treatment could be completed prior to the presentation to the Board in October.

Manager Thorsen made a motion to authorize staff to continue work with Greg Wilson, Barr Engineering, on matters involving alum treatment above the contract amount, not to exceed an additional \$2,500. Second by President Kallberg. All ayes.

EOR UPDATE

No additional comments made.

ADMINISTRATOR'S REPORT

No additional comments made.

ADMINISTRATIVE REPORT

- November Board Meeting Date Change

Mike Kinney asked that the Managers check their schedules to determine if there is any conflict with the regularly scheduled November meeting date of Tuesday, November 13th. He explained that the Board has modified the November meeting schedule for the past five years and wanted to make the change ahead of time if necessary.

- Direct Deposit Form

President Kallberg noted that direct deposit forms were distributed to the Managers prior to the meeting tonight and advised that once the form is filled out and returned, the Managers would receive their per diem via direct deposit.

ADJOURNMENT

Meeting adjourned at 5:23 p.m.

Marianne Breitbach, Secretary



MEMORANDUM

TO: PLSLWD BOARD OF MANAGERS
FROM: EMILY JAVENS
SUBJECT: COST SHARE REQUESTS
DATE: 9/25/2012

There are three requests for payment under the 2012 Cost Share Program.

1. William Duggan Well Sealing - \$630
2. Joseph Buhain Rain Garden - \$250
3. Pat and Sabrina Thompson Rain Garden - \$250

There are three contracts that expired October 1st. The funds set aside for those projects are now available for other projects.

1. Elroy Landela Rain Garden - \$250
2. John Hewitt Rain Garden - \$250
3. Jeff Morris Lakeshore Restoration - \$500

RECOMMENDATION

Staff has verified the Duggan, Buhain, and Thompson projects have been completed and recommends the Board approve the requests for payment.

PLSLWD VOUCHER AND PRACTICE CERTIFICATION SUMMARY FORM

A	PAYEE INFORMATION <input checked="" type="checkbox"/> Check if name or address change	B	PRACTICE INFORMATION						
Name William Duggan		I.D. Number #12-09							
Address 7525 79th St. S. #3		PLSLWD <input checked="" type="checkbox"/> <input type="checkbox"/>							
City, State, Zip Code Cottage Grove, MN 55016		<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; text-align: center;">Tons of Soil Saved</td> <td style="width: 33%; text-align: center;">FLEVAL Reduction</td> <td style="width: 33%; text-align: center;">Phosphorus Reduction</td> </tr> <tr> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> <td style="text-align: center;">N/A</td> </tr> </table>		Tons of Soil Saved	FLEVAL Reduction	Phosphorus Reduction	N/A	N/A	N/A
Tons of Soil Saved	FLEVAL Reduction	Phosphorus Reduction							
N/A	N/A	N/A							

C	Cost Information	Basis of Request	Type of Request	Total Cost of Project
		<input checked="" type="checkbox"/> Installation <input type="checkbox"/> Reinstallation	<input type="checkbox"/> Partial <input checked="" type="checkbox"/> Final	

R/I	ITEM	QUANTITY	UNIT	UNIT PRICE	COST
R	Abandon 4" Water Well	1	JOB	\$1,200.00	\$1,200.00
R	Extra Labor - clean well of debris	1	JOB	\$300.00	\$300.00
R	Permit fee	1	JOB	\$65.00	\$65.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00

<i>(attach additional sheets as necessary)</i>	TOTAL	\$1,565.00
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R: Receipt/Invoiced Item I: In-kind Contribution

I certify that this is an accurate and true summation of the actual costs and quantities of material, labor, and equipment used on the above project. In cases where the receipts included items not used on the project, I have corrected them accordingly.

_____ 09-12-12
 (Payee Signature) (Date)

D		PAYMENT INFORMATION	
TOTAL COST OF PRACTICE		\$1,565.00	<i>[c above]</i>
PLSLWD COST-SHARE PAYMENT		\$ 630.00	<i>[from box e]</i>
Other Funding Sources (Please identify source)			
State Cost-Share	\$630.00	(a) Total of Previous Payments	\$0.00
EQUIP	\$ _____	(b) Cost-Share Payment Request	\$630.00
	\$ _____	COST-SHARE PROGRAM [(a) + (b) cannot exceed 75% of (c)]	
	\$ _____	(c) Total Cost Approved	\$630.00
	\$ _____	(d) Other Public Funds	_____ % \$630.00
	\$ _____	(e) District Share	_____ % \$ _____
LAND OWNER/LAND OCCUPIER COST	= \$305.00		

(attach additional sheets as necessary)

E	TECHNICAL CERTIFICATION	ADMINISTRATIVE CERTIFICATION
	I certify that an inspection has been performed and that the items identified in part c have been complete and are in accordance with the requested practice standards and specifications. 	I certify that I have reviewed this voucher and all supporting information and that to the best of my knowledge and belief, the quantities and billed cost or disbursements are accurate and are in accordance with terms of the program identified.
	DISTRICT REPRESENTATIVE with TAA Date <u>9/18/12</u>	ADMINISTRATIVE SIGN-OFF DESIGNATED SWCD REP. Date <u>10/3/12</u>

WATERSHED CONSERVATION DISTRICT BOARD PAYMENT APPROVAL _____ CONSERVATION DISTRICT BOARD CHAIRPERSON Date _____

BLUE THUMB GRANTS PROGRAM APPLICATION FORM



1. Applicant Name/Contact

Name: Joseph P Buhain

Address: 2834 BOBCAT TR NW PRIOR LAKE

Phone:

Email:

2. Project Type: Raingarden Shoreline Stabilization with Native Plants

3. Source of Runoff: Roof Lawn Street/Driveway

4. Public Outreach: Are you willing to allow a small sign to be placed near the project for recognition as a demonstration project? Note: Citizens will be directed to look for "Lake Friendly" signs in your neighborhood to review example projects. Yes No

I hereby request funding through the Blue Thumb Program for the above indicated project types. I, furthermore, understand and agree to the terms and conditions listed below.

Joseph P Buhain
Signature of Applicant/Contact

3/13/2012
Date

Terms and Conditions

1. Eligible project types are limited to raingardens and shoreline stabilizations with native plants that demonstrate compliance with Blue Thumb technical recommendations.
2. Grant applicants must successfully complete a Blue Thumb design workshop and submit a grant application, project plan and cost estimate for District review and approval prior to beginning installation (Grant is not retroactive).
3. District staff will review applications, select grant recipients, verify completed projects and distribute grants in accordance to program policy.
4. Applications must be received by September 1st. The number of grants awarded shall be limited by the amount of funding available and the amount of District staff time available to provide technical assistance.
5. The Blue Thumb grant amount is limited to \$250.00 per approved application for raingardens and at least \$500.00 per approved application for shoreline stabilizations. Only one project allowed per applicant per year.
6. District staff will prioritize projects based on watershed location and proximity to water resources.

Blue Thumb Grants Process

1. Attend Blue Thumb workshop series and develop site-specific project plans.
2. Submit application, project plans and cost estimate to Prior Lake – Spring Lake Watershed District (PLSLWD) staff for approval prior to beginning installation
3. Schedule an on-site meeting with PLSLWD staff prior to beginning installation. Call Gopher State One Call (800-252-1166) to have utilities located before the on-site meeting.
4. Install Blue Thumb project and then contact PLSLWD staff to verify completed project.
5. Receive grant money from Scott SWCD.
6. Project must be complete by October 1st to qualify for the Blue Thumb Grants.

I certify that the above mentioned Blue Thumb project is complete, installed and eligible for financial assistance.

Emily Javens
Signature of Scott SWCD Staff

10/3/12
Date

BLUE THUMB GRANTS PROGRAM

APPLICATION FORM



1. Applicant Name/Contact

Name: PAT + SABRENA THOMPSON
Address: 3162 BUTTERNUT CIRCLE, PEEBOL LAKE
Phone:
Email:

2. Project Type: Raingarden Shoreline Restoration with Native Plants

3. Source of Runoff: Roof Lawn Street/Driveway

4. Public Outreach: Are you willing to allow a small sign to be placed near the project for recognition as a demonstration project? Note: Citizens will be directed to look for "Lake Friendly" signs in your neighborhood to review example projects. Yes No

Terms and Conditions

1. Eligible project types are limited to raingardens and shoreline restorations with native plants that demonstrate compliance with Blue Thumb technical recommendations.
2. Grant applicants must successfully complete a Blue Thumb design workshop and submit a grant application, project plan and cost estimate for District review and approval prior to beginning installation (Grant is not retroactive).
3. District staff will review applications, select grant recipients, verify completed projects and distribute grants in accordance to program policy.
4. Applications must be received by September 1st. The number of grants awarded shall be limited by the amount of funding available and the amount of District staff time available to provide technical assistance.
5. The Blue Thumb grant amount is limited to \$250.00 per approved application for raingardens and \$500.00 per approved application for shoreline restorations. Only one project allowed per applicant per year.
6. District staff will prioritize projects based on watershed location and proximity to water resources.
7. Project must be maintained for a minimum of ten years. Typical maintenance includes weeding, replacing dead plants, and watering as needed (primarily in the first growing season).

I hereby request funding through the Blue Thumb Program for the above indicated project types. I, furthermore, understand and agree to the terms and conditions listed above.

[Signature]
Signature of Applicant/Contact

07/19/12
Date

I certify that the above mentioned Blue Thumb project is complete, installed and eligible for financial assistance.

[Signature]
Signature of PLSLWD Staff

10/4/12
Date



guide to alum treatment process in Spring Lake

prepared for Prior Lake-Spring Lake
Watershed District

Greg Wilson, Barr Engineering

October 9, 2012

Spring Lake sediment core sampling

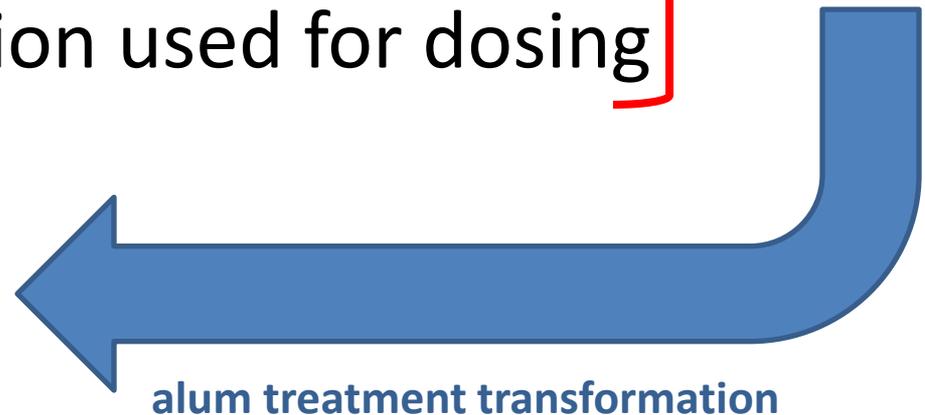


ceful. naturally.

phosphorus pools in sediment core samples

- iron and manganese-bound (mobile)
- organically-bound
 - estimated decay rate = 5% per year
 - 25% of this fraction used for dosing
- calcium-bound
- aluminum-bound

“Releasable Phosphorus”
– primary source of internal load

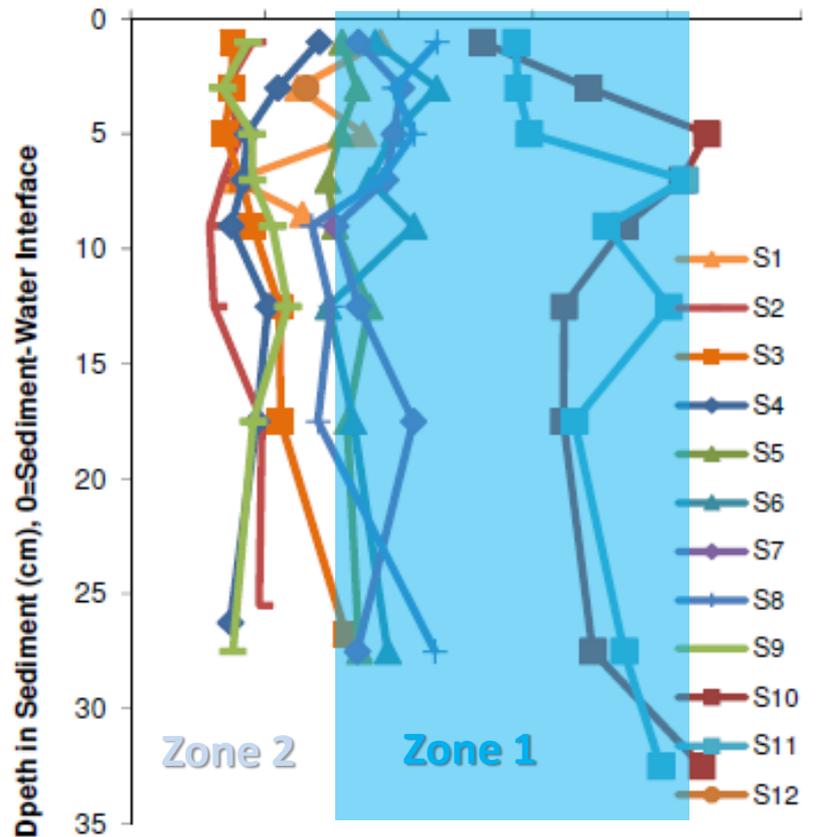


approach for alum dose determination

Sediment Mobile Phosphorus: Sediment Wet Volume Basis

Concentration (mg phosphorus/cm³
sediment)

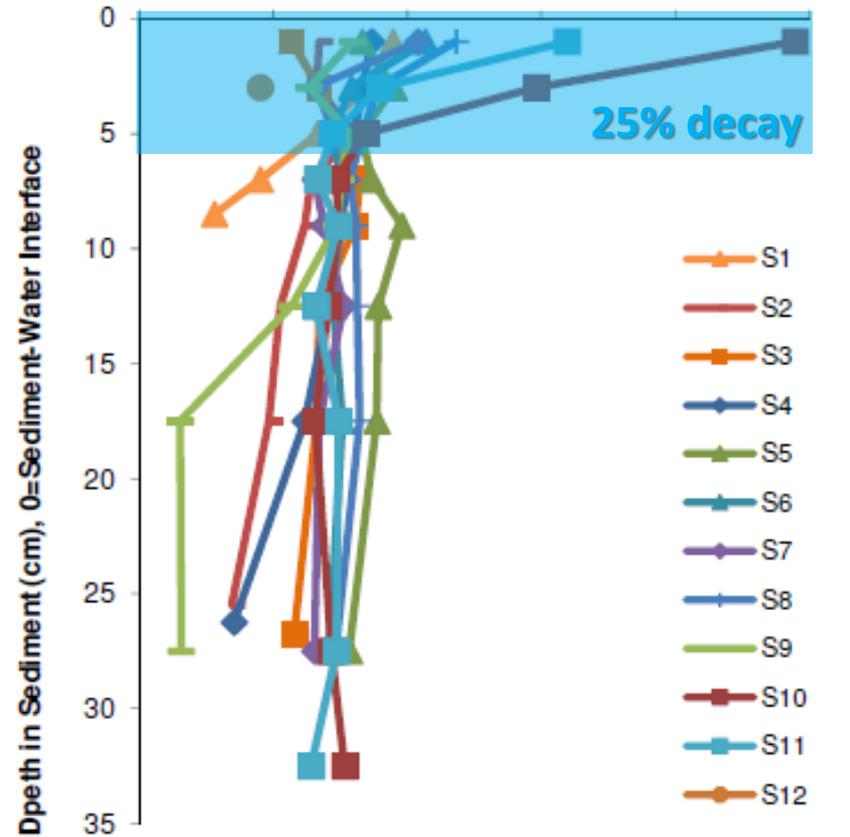
0.00 0.01 0.02 0.03 0.04 0.05



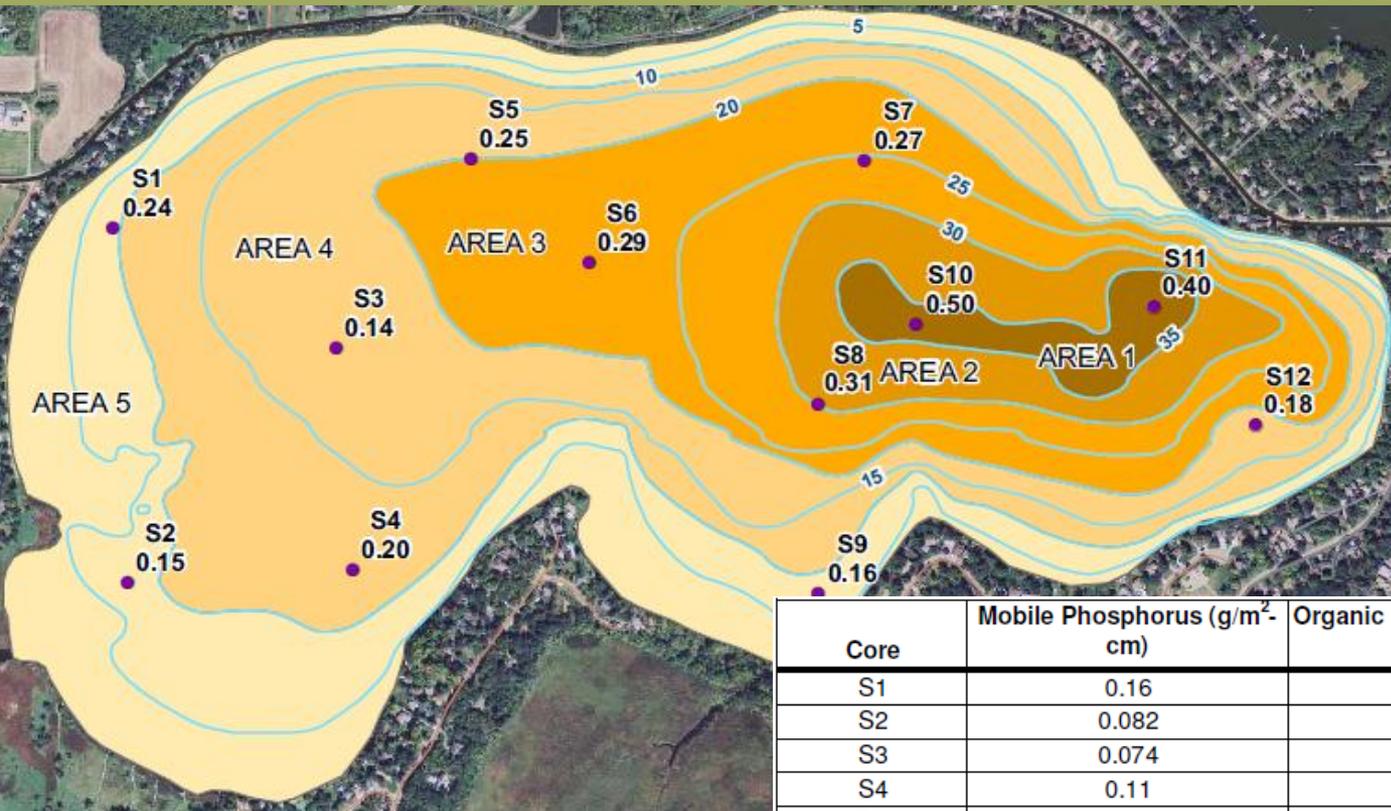
Sediment Organic Phosphorus: Sediment Wet Volume Basis

Concentration (mg phosphorus/cm³
sediment)

0.00 0.02 0.04 0.06 0.08 0.10



releasable phosphorus concentrations

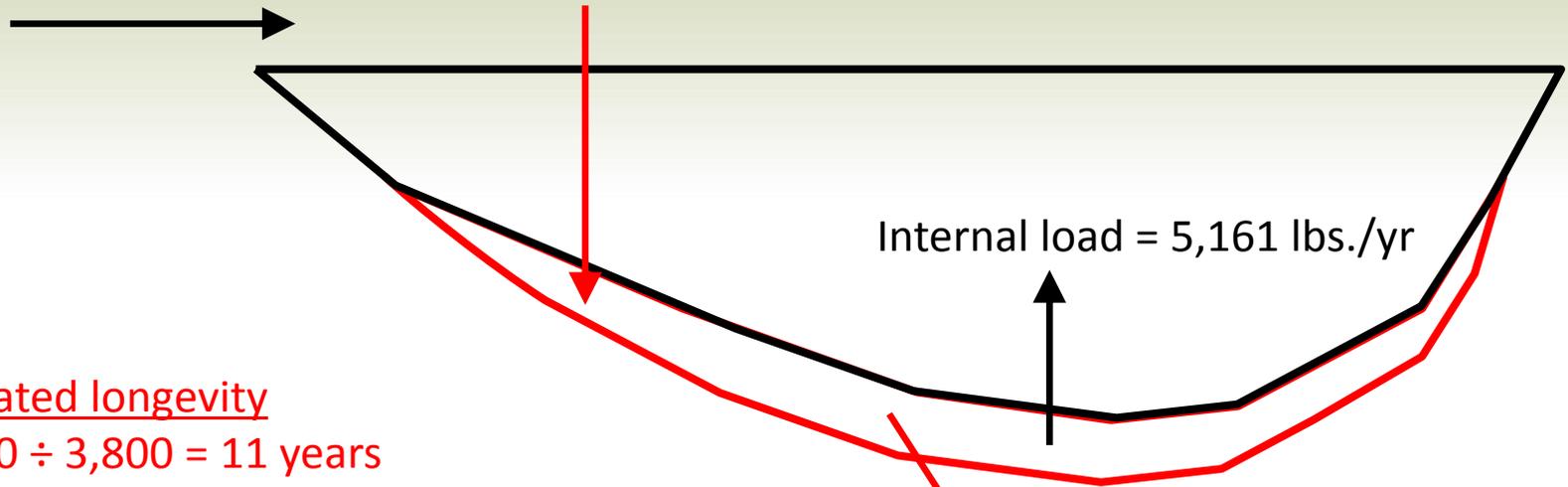


**6,900 lbs of
Releasable
Phosphorus
in top 6 cm
available for
internal load
each year**

Core	Mobile Phosphorus (g/m ² -cm)	Organic Phosphorus (g/m ² -cm)	Releasable Phosphorus (g/m ² -cm)
S1	0.16	0.33	0.24
S2	0.082	0.28	0.15
S3	0.074	0.26	0.14
S4	0.11	0.33	0.20
S5	0.16	0.35	0.25
S6	0.20	0.34	0.29
S7	0.19	0.32	0.27
S8	0.21	0.39	0.31
S9	0.082	0.30	0.16
S10	0.34	0.64	0.50
S11	0.29	0.43	0.40
S12	0.13	0.18	0.18
Overall Average	0.17	0.35	0.26

expected longevity/cost effectiveness— based on TMDL mass-balance analysis

External load = 4,739 lbs.TP/yr (3,800 lbs.TP/yr sedimentation)



Estimated longevity

$40,000 \div 3,800 = 11$ years

$76,000 \div 3,800 = 20$ years

Estimated cost-effectiveness

\$986,000 for 4,200 lbs. each of 11 years = \$25/lb.

\$986,000 for 4,200 lbs. each of 20 years = \$16/lb.

40,000 lbs. TP in top 6 cm
76,000 lbs. TP in top 10 cm

questions



resourceful. naturally.



PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Active Project Updates - October 2012

PROJECT	CURRENT PROGRESS	NEXT STEPS
Spring Lake Alum Treatment <i>In-Lake Management (Class 617)</i>	<ul style="list-style-type: none"> Board to review dosing plan (Current agenda item) 	<ul style="list-style-type: none"> Move forward with Board direction
Ferric Chloride Treatment System Redesign Project <i>Ferric Chloride System (Class 620)</i>	<ul style="list-style-type: none"> Feasibility report in progress, anticipated completion is week of 10/8 Public Hearing to add this project to our Water Resources Management Plan has been scheduled MPCA is revising our draft ferric chloride operations permit to address WD comments and concerns. 	<ul style="list-style-type: none"> Fall – complete design; Winter – bid/award/build project; Spring – begin regular operations again Public Hearing and Board approval of (minor) plan amendment Permit will be put on 60-day public notice.
Upper Prior Lake Stormwater Retrofit BMP Rain Gardens <i>Upper Prior Retrofit Grant (Class 742)</i>	<ul style="list-style-type: none"> Pre-construction meeting held October 1st Construction begins October 8th 	<ul style="list-style-type: none"> Construction to be completed by October 31st
CR 12/17 Wetland Restoration <i>Upper Watershed Volume Reduction Grant (741) & Land Management (630)</i>	<ul style="list-style-type: none"> BWSR Grant amendment request approved by BWSR to extend contract to December 2013 for the CR 12/17 wetland restoration 	<ul style="list-style-type: none"> Continued coordination for CR 12/17 wetland project Design to be completed by early December
FEMA Floodplain Analysis- Prior Lake <i>In-Lake Management (Class 617)</i>	<ul style="list-style-type: none"> EOR continues to work on FEMA floodplain modeling 	<ul style="list-style-type: none"> Model update expected to be submitted to FEMA and DNR this month for comment, approval
Discovery Farms <i>Land Management (Class 630)</i>	<ul style="list-style-type: none"> Potential sites narrowed down to one 	<ul style="list-style-type: none"> Work with landowner to set up a study on their property
Rules Revisions <i>Permitting (Class 660)</i>	<ul style="list-style-type: none"> TAC has discussed all substantive rules 	<ul style="list-style-type: none"> Next TAC meeting October 12 Rules E, K, and H nearing completion; work continuing on D
Lower Prior Lake Diagnostic Study <i>LPDS Grant (Class 743)</i>	<ul style="list-style-type: none"> Implementation plan initial table received and reviewed Planning for public meeting 	<ul style="list-style-type: none"> Implementation plan draft completed & reviewed by the end of October Second public meeting to be held on October 25th
Buck Lake Treatment <i>Innovative Water Management (Class 650)</i>	<ul style="list-style-type: none"> No new efforts have taken place this month 	<ul style="list-style-type: none"> Include project into major update of Water Resources Management Plan

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Ongoing Operations Update - October 2012

PROGRAM	CURRENT PROGRESS	NEXT STEPS
Monitoring <i>Monitoring and Data Acquisition (Class 655)</i>	<ul style="list-style-type: none"> Automated Level Logger on Prior Lake tracking well, positive resident feedback Input 2012 SCWD contracted monitoring data into Database 	<ul style="list-style-type: none"> Adjust monitoring plan with new information/site needs identified with Flux analysis Continue to input data in Water Quality Database as it is available
Ferric Chloride System Operations <i>Ferric Chloride System (Class 620)</i>	<ul style="list-style-type: none"> Draft permit reviewed by staff Discontinued water quality monitoring due to lack of flow Facility has been winterized due to low overnight temps 	<ul style="list-style-type: none"> Resume water quality sampling if system begins flowing again
Permitting <i>Permitting (Class 660)</i>	<ul style="list-style-type: none"> Conduct follow-up inspections for easements that were inspected earlier this summer Closing out old permits 	<ul style="list-style-type: none"> Develop an easement tracking system
Citizen Advisory Committee <i>Education and Outreach (Class 640)</i>	<ul style="list-style-type: none"> Several members assisted at the Fall Community Festival on Sept 17th September meeting held on 27th, positive discussion on outside-the-box ideas for water quality and quantity treatment Article drafted by Steve Pany on leaf debris and associated phosphorus content 	<ul style="list-style-type: none"> Next CAC meeting will be conjoined with Lower Prior Diagnostic Study public meeting on October 25th
MS4 Education <i>Education and Outreach (Class 640)</i>	<ul style="list-style-type: none"> Staff is working on a 2013 Education Plan. 	<ul style="list-style-type: none"> Secure a contract for education components to be handled outside of WD Staff.
Direct Outreach Education <i>Education and Outreach (Class 640)</i>	<ul style="list-style-type: none"> Sent out letter to residents with information on microcystin along Spring Lake outlet channel Drafted FAQ section to be added to PLSLWD website 	<ul style="list-style-type: none"> Draft and submit seasonal topic or WD projects update article for print publication
Erosion Control Inspections <i>Permitting (Class 660)</i>	<ul style="list-style-type: none"> 33 ESC inspections completed in September 	<ul style="list-style-type: none"> Continue to monitor active construction sites

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Prior Lake Outlet System Updates - October 2012

PROJECT	CURRENT PROGRESS	NEXT STEPS
Prior Lake Outlet Structure <i>Prior Lake Outlet Structure (725)</i>	<ul style="list-style-type: none"> Lack of effort on contractor's part to fix the height of the weir has been reported to the bonding company 	<ul style="list-style-type: none"> Continue to work on project closeout
JPA/MOA Admin <i>PLOC Operations and Maintenance (830)</i>	<ul style="list-style-type: none"> No new activity this month 	<ul style="list-style-type: none"> Continue to work on policies and 5-year capital improvement plan
PLOC Easement Vegetation Maintenance <i>PLOC Operations and Maintenance (830)</i>	<ul style="list-style-type: none"> Project bid opening held on Thursday Oct 4th Award project (current agenda item) 	<ul style="list-style-type: none"> Woody invasive species to be cut and stumps treated by November 30 Removal or burning of woody material to be completed by March 30 Final closeout by June 30
XP-SWMM Model Calibration <i>PLOC Operations and Maintenance (830)</i>	<ul style="list-style-type: none"> Preliminary calibration has been completed, final tech memo anticipated mid-November 	<ul style="list-style-type: none"> Review results with the Technical Advisory Committee
PLOC Inspections <i>PLOC Operations and Maintenance (830)</i>	<ul style="list-style-type: none"> Very low to no flow in PLOC due to lack of rainfall; no recent staff inspections 	<ul style="list-style-type: none"> Conduct annual fall/no flow comprehensive inspection
Jackson Trail Culvert Washout <i>PLOC Operations and Maintenance (830)</i>	<ul style="list-style-type: none"> Met with Millers regarding culvert sizing and replacement 	<ul style="list-style-type: none"> Secure easements Construct field crossing
Quarry Lake berm stabilization <i>PLOC Operations and Maintenance (830)</i>	<ul style="list-style-type: none"> Fall tree planting 	<ul style="list-style-type: none"> Permit closeout with the City once trees are planted
Segment 4a <i>PLOC Operations and Maintenance (830)</i>	<ul style="list-style-type: none"> Interfluve scheduled to come week of October 8 to discuss a "fit in field" solution to move channel away from existing driveway 	<ul style="list-style-type: none"> Put together basic plans, hire contractor, and complete work
Segment 5c <i>PLOC Operations and Maintenance (830)</i>	<ul style="list-style-type: none"> City of Shakopee requested sediment removal south of Pike Lake / CR21 intersection 	<ul style="list-style-type: none"> Investigate need for cleanout, work with City to remedy situation
Trust for Public Land	<ul style="list-style-type: none"> The closing date is scheduled for the end of November. 	<ul style="list-style-type: none"> We have a draft easement document to work with regarding easement acquisition.
MobilHome MN	<ul style="list-style-type: none"> Landowner is unavailable until late October. 	<ul style="list-style-type: none"> Finalize drafted easement with this and adjacent property.

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Administrative Updates - October 2012

PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

MEMORANDUM

TO: PLSLWD BOARD OF MANAGERS
FROM: MIKE KINNEY, DISTRICT ADMINISTRATOR
SUBJECT: SPRING LAKE ALUM TREATMENT
DATE: OCTOBER 9, 2012

BACKGROUND

On May 23, 2012 the Board of Managers authorized Barr Engineering Company to design an Alum dosing for Spring Lake in Resolution 12-247. That alum dosing report, as well as the results of an Alum Index analysis by Steve McComas, are included in this packet.

RESULTS

Barr's report, based on 12 sediment samples taken at various locations throughout the lake and research conducted by company employees, lays out a map of dosing zones and application rates, and includes the following information about an alum treatment of Spring Lake:

- The total recommended alum dose is 584,000 gallons.
- The estimated total cost of (one-time) treatment is \$986,000, with \$26,000 of that (2.5%) for professional oversight and administrative costs.
- It is recommended that the dose be spread over multiple applications, given the high proportion of organically-bound phosphorus; three would be ideal, with half the total volume applied in the first dose.
- The estimated effective life of the dosing is 11-20 years.
- The estimated effectiveness is a load reduction of 4,200 lb/year, from an estimated present load of 5,161 lb/year, for a release rate immediately after treatment of approximately 960 lb/year.
- The estimated cost/lb immobilized phosphorus, annualized over 11 and 20 years, is between \$16 and \$25/lb, respectively.

These numbers are as accurate as can be calculated from present data (in the TMDL report). Barr believes that with our in-lake sampling data plus the multiple sediment cores taken for this study, we have a strong understanding of the internal loading of Spring Lake. However, the effective life of an alum application is dependent upon a strong understanding of the phosphorus inputs to a lake, which at present is not as accurate as the internal load; hence the wide span of estimated treatment effective life.

PRIOR LAKE – SPRING LAKE WATERSHED DISTRICT

RECOMMENDATION

Staff, based on Barr’s findings and recommendations, suggest the following timeline for alum application:

- 2013 – 2020: Detailed phosphorus monitoring & modeling (FLUX and daily mass-balances).
- 2013 - Public awareness & education campaign regarding alum application.
- 2014 – Apply ½ the recommended alum dose, assuming phosphorus monitoring/modeling continues to support recommendations & there is public support for the project.
- 2016 – Public awareness & education campaign regarding alum.
- 2017 – Apply ¼ the recommended alum dose, assuming phosphorus monitoring/modeling continues to support recommendations.
- 2019 – Public awareness & education campaign regarding alum.
- 2020 – Apply ¼ the recommended alum does, assuming phosphorus monitoring/modeling continues to support recommendations.

	2013	2014	2015	2016	2017	2018	2019	2020
Monitoring & Modeling								
Public awareness								
Alum application		1/2			1/4			1/4

REQUESTED ACTION

Staff is requesting Board action to direct staff to develop a more detailed implementation plan that will include funding options intended to meet the timeline presented.



Resolution 12-253

Accepting the Bid from Applied Ecological Services, Inc. for the
Prior Lake Outlet Channel Vegetation Management Plan

WHEREAS, The Prior Lake-Spring Lake Watershed District (PLSLWD) is established and authorized under Minnesota Statutes Chapters 103B and 103D; and

WHEREAS, the PLSLWD has an approved management plan under Minnesota Statutes Section 103B.231 and is a local water management organization; and

WHEREAS, the District operates the Prior Lake Outlet Channel under a Joint Powers Agreement – Memorandum of Agreement (JPA-MOA) between the PLSLWD, the City of Shakopee, the City of Prior Lake, and the Shakopee Mdewakanton Sioux Community; and

WHEREAS, submitted request for bids was duly published and the PLSLWD opened bids on October 4, 2012 at a public bid opening; and

WHEREAS, PLSLWD's Staff Engineer has evaluated both bids and found them all to be complete; and

WHEREAS, the JPA-MOA Cooperators authorized and approved funding for this project in an amount not to exceed \$97,000;

WHEREAS, the bid of \$42,486 from Applied Ecological Services, Inc. is the low bid, and the District's Staff Engineer has recommended that the Board accept the bid submitted by Applied Ecological Services, Inc. as the low responsive and responsible bid;

NOW, THEREFORE, BE IT RESOLVED by the Board of Managers of the Prior Lake-Spring Lake Watershed District, that the contract for the Prior Lake Outlet Channel Vegetation Management Plan hereby is awarded to Applied Ecological Services, Inc. in the amount of \$42,486; and

BE IT FURTHER RESOLVED that the Administrator is authorized to issue a notice of award consistent herewith; execute the contract included in the Prior Lake Outlet Channel Vegetation Management Plan bid package with Applied Ecological Services, Inc.; issue the notice to proceed on receipt of a signed contract, bonds and insurance documentation and on advice of counsel; and to take other steps as necessary to prosecute the work including the execution of change orders that may arise during the project that do not alter the contract time and collectively do not exceed 10% of the contract amount, up to an aggregate contract price of \$46,734.

Res. 12-253
October 2012

Adopted this 9th day of October, 2012, upon motion by _____ and second by _____ by the following vote:

William Kallberg _____
William Schmokel _____
D. Bruce Thorsen _____

Greg Aamodt _____
Marianne Breitbach _____

William Kallberg, President

Attest to:

I, Marianne Breitbach, Secretary of the Prior Lake-Spring Lake Watershed District, do hereby certify that the above resolution 12-253 was duly passed by the Board of Managers at a duly called meeting on the 9th day of October, 2012.

Marianne Breitbach, Secretary

PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

Resolution 12-254

Issuing a Certificate of Completion to Tollefson Development for permit # 06.04

WHEREAS, The Prior Lake-Spring Lake Watershed District (PLSLWD) is established and authorized under Minnesota Statutes Chapters 103B and 103D; and

WHEREAS, the PLSLWD has an approved management plan under Minnesota Statutes Section 103B.231 and is a local water management organization; and

WHEREAS, the PLSLWD adopted a water resources management plan including the Rules pursuant to the Minnesota Watershed Act, and Metropolitan Surface Water Management Act;

WHEREAS, on May 4, 2006, the PLSLWD issued permit #06.04 to Tollefson Development for the Hickory Shores project; and

WHEREAS, in 2009 Tollefson Development went bankrupt and foreclosed many of their properties, including Hickory Shores; and

WHEREAS, the remaining permit fee balance was paid on May 20, 2009 by Tollefson Development and the Hickory Shores account was closed in the accounting system; and

WHEREAS, no active work can continue by Tollefson Development and all financial obligations have been met; and

WHEREAS, the Hickory Shores project was taken over by a different developer and the City of Prior Lake issued a new permit for the project; and

WHEREAS, the PLSLWD is in agreement with the City of Prior Lake to continue to monitor construction activity at Hickory Shores in compliance with the Rules until project completion;

NOW, THEREFORE, BE IT RESOLVED by the Board of Managers of the Prior Lake-Spring Lake Watershed District, that a Certificate of Completion be issued to Tollefson Development for the Hickory Shores project.

THEREFORE BE IT FINALLY RESOLVED that the Administrator, with advice of counsel, is authorized to issue a Certificate of Completion to Tollefson Development for the Hickory Shores project.

PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

Adopted this 9th day of October, 2012, upon motion by _____ and second by _____ by the following vote:

William Kallberg _____
William Schmokel _____
D. Bruce Thorsen _____

Greg Aamodt _____
Marianne Breitbach _____

William Kallberg, President

Attest to:

I, Marianne Breitbach, Secretary of the Prior Lake-Spring Lake Watershed District, do hereby certify that the above resolution 12-254 was duly passed by the Board of Managers at a duly called meeting on the 9th day of October, 2012.

Marianne Breitbach, Secretary

**Prior Lake-Spring Lake Watershed District
Administrator's Report
October 2012**

The purpose of this report is to update the Board on activities since the last Board meeting and to inform the Board of upcoming meetings and activities. Items in possible need of Board action are included in other portions of the Board meeting agenda. However, a Board member who has questions or would like to discuss an item in this report may request that the item be discussed during the Administrator's Report.

REPORT ITEMS

Outlet System Management

Outlet Box Reconstruction

- Staff continues to work on closing out some details of this project.

JPA/MOA – Outlet Channel

- See Board packet for memo on vegetation maintenance.

Outlet Operations

The lake level is at 901.05 ft. as of Oct 5, 2012. It was 902.43 ft. just two months ago on August 6, 2012.

Outlet Channel

- See “Program and Projects Updates” for details.

Water Quality and Runoff Management

Education

- The Prior Lake Association had its annual meeting on October 4th. I attended the meeting to answer questions that came up regarding related to water quality issues.

Planning & Program Development

- NTR.

Permitting/Plan Review/Compliance

- There are several memos in the board book related to past permits.

Lake & Stream Monitoring/Management

- See P&P Updates.

TMDLs and Lake Management Plans

- As we look at our future work plans, we will look to start information gathering related to anticipated TMDL reports for Fish Lake and Pike Lake.

Innovative Water Management

- See P&P Updates

In-Lake P Control (Curlyleaf and Carp)

- CiBioBase did a presentation at the PLA meeting last night. I suggested that we could have the rep attend a workshop in the future to look at this new technology.

FeCl System

- Emily to provide an update at the Board meeting.

Land Management

Easements & BMPs.

- See P&P Updates.

Construction and Maintenance

- No current activity other than the items for the outlet structure.

General Fund/Administrative

- I continue to work with Ellen Hinrichs and staff to update our decade old staff position descriptions to reflect more accurately the actual work performed by staff. After this is completed, Sara Noah will perform the salary survey work starting sometime October.