PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

AGENDA

Tuesday, September 16, 2025

6:00 PM

Council Chambers
Prior Lake City Hall

BOARD OF MANAGERS:
Bruce Loney, President; Frank Boyles, Vice President;
Christian Morkeberg, Treasurer; Beverly Burnett, Secretary; Matt Tofanelli, Manager

Note: 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.

Board Workshop 4:00 PM – *Parkview Conference Room*

4:00 – 4:30 PM	W.1	Vegetation Management at PLOC Outlet Structure (Jeff Anderson)
4:30 – 5:00 PM	W.2	Recreational Powerboat Hydrodynamics & Impacts on Lakebed (Joni Giese)
5:00 – 5:25 PM	W.3	Fountain Hills Wetland Feasibility Study (Joni Giese)
5:25 – 5:40 PM	W.4	Administrator Report (Joni Giese)
5:40 – 5:55 PM	W.5	Liaison Updates

- District Partners in Attendance
- Managers' Summary of other Meetings Attended

6:00 – 6:01 PM 1.0 **BOARD MEETING CALL TO ORDER & PLEDGE OF ALLEGIANCE**

6:01 – 6:01 PM 2.0 **APPROVAL OF AGENDA** (Additions/Corrections/Deletions)

6:01 – 6:01 PM 3.0 **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. Go up to the podium, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

6:01 - 6:05 PM 4.0 **HIGHWAY 13 WETLAND EXCAVATION PROJECT ORDERING**

4.1 *PUBLIC HEARING –HIGHWAY 13 WETLAND EXCAVATION PROJECT*

If anyone wishes to address the Board of Managers on the Highway 13 Wetland Excavation Project, please come forward at this time. Go up to the podium, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

4.2 Highway 13 Wetland Excavation Project Ordering (Vote)

6:05 - 6:10 PM 5.0 **DESILT POND IMPROVEMENTS PROJECT ORDERING**

5.1 *PUBLIC HEARING –DESILT POND IMPROVEMENTS PROJECT*

If anyone wishes to address the Board of Managers on the Desilt Pond Improvements Project, please come forward at this time. Go up to the podium, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

5.2 Desilt Pond Improvements Project Ordering (Vote)

6:10 - 6:15 PM 6.0 **PRIOR LAKE OUTLET CHANNEL: SEGMENT 1 CHANNEL STABILIZATION PROJECT**

6.1 *PUBLIC HEARING –PRIOR LAKE OUTLET CHANNEL: SEGMENT 1 CHANNEL STABILIZATION PROJECT*

If anyone wishes to address the Board of Managers on the Prior Lake Outlet Channel: Segment 1 Channel Stabilization Project, please come forward at this time. Go up to the podium, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

6.2 Prior Lake Outlet Channel Segment 1 Channel Stabilization Project Ordering (Vote)

6:15 – 6:30 PM 7.0 **OTHER OLD/NEW BUSINESS**

7.1 Programs & Projects Update (Discussion)
7.2 Minnesota Watersheds Resolution (Vote)

6:30 – 6:35 PM 8.0 **TREASURER'S REPORT**

8.1 Monthly Financial Reports (Discussion Only)

- Financial Report
- Treasurers Report
- Cash Flow Projections
- Cost Analysis

6:35 – 6:40 PM 9.0 **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.

9.1 Meeting Minutes – August 19, 2025, Board Workshop
9.2 Meeting Minutes – August 19, 2025, Board Meeting
9.3 Claims List and Bank Purchase Card Expenditures
9.4 Spring Lake West Iron Enhanced Sand Filter Engineering Scope of Services
9.5 Highway 13 Wetland Excavation Engineering Scope of Services

6:40 – 6:45 PM 10.0 **UPCOMING MEETING/EVENT SCHEDULE:**

- CAC Meeting, Thursday, September 21, 2025, 6:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)
- Watershed Week, September 28 – October 4, 2025
  - Headwater Lakes of Prior Lake Tour — September 28, 2025, 2 pm – 4:00 pm, Departs from Prior Lake City Hall
  - Nature Writing with Laurie Allmann — October 1, 2025, 9:30 am – 2:00 pm, Spring Lake Township Town Hall
  - Geocaching Adventure — October 3, 2025, 4:00 pm – 6:00 pm, Spring Lake Regional Park, South Entrance (2201 Spring Lake Road, Prior Lake)
  - Invasive Buckthorn Bust — October 4, 2025, 10:00 am – 12:00 pm, 2541 South Shore Drive, Prior Lake
- Board of Managers Workshop, Tuesday, October 21, 2025, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
- Board of Managers Meeting, Tuesday, October 21, 2025, 6:00 pm (Prior Lake City Hall – Council Chambers)

6:45 PM 8.0 **ADJOURNMENT**

Subject	Highway 13 Wetland Excavation Project Ordering
Board Meeting Date	September 16, 2025 **Item No:** 4.0
Prepared By	Emily Dick, Water Resources Project Manager
Attachments	a) EOR Technical Memo: Estimation of Accumulated Sediment and Maintenance Recommendations b) Resolution 25-402: Ordering the Highway 13 Wetland Excavation Project
Proposed Action	Motion to adopt Resolution 25-402: Ordering the Highway 13 Wetland Excavation Project

Background

The District completed the construction of the Highway 13 Wetland Enhancement project in 1997 to provide pretreatment for the ferric chloride system. Since that time, the basin has been providing pretreatment by settling solids in the wetland and therefore making application of ferric chloride chemical more effective downstream. The District has been monitoring sediment accumulation in the wetland and conducted surveys in 2017 and 2024. The 2024 survey completed by EOR found that 9,500 cubic yards of sediment have accumulated in the basin above the 1997 excavation depths (909).

EOR recommended considering maximum excavation to provide additional sediment storage, reduce risk of resuspension, increase duration between excavations, and enhance the ecological functions of the wetland and adjacent buffer. The maximum permissible depth without wetland impact was estimated to be 906.5 and 16,500 cubic yards of sediment removal. Total project costs for engineering, permitting, legal, construction, landowner agreement and construction administration is estimated at $682,700. The proposed timeline for this project includes sediment coring in 2025; design, permitting, and landowner agreement in 2026; and excavation in 2027. The Highway 13 Wetland Excavation is included in the District's Water Resources Management Plan as Implementation Action 50.

Discussion

The purpose of the agenda item is for the Board to complete the necessary project ordering of the Highway 13 Wetland Excavation (Project) to comply with statutory procedures for capital projects. Project ordering will allow staff to move forward with the project as currently slated in the 2025 and 2026 budgets. Staff anticipates working with EOR to progress soil sampling this fall, which will inform landowner participation and disposal estimates in further design. The EOR Highway 13 Wetland Excavation technical memo includes the basis for excavation preliminary design.

Recommended Action

Staff recommend the Board motions to adopt Resolution 25-402: Ordering the Highway 13 Wetland Excavation Project.

Budget Impact

The cost associated with design and permitting is covered under budget item 611-Highway 13 Wetland, FeCl System & Desilt, O&M. It is anticipated that future construction costs will be funded through bonding or District levy.

memo

Project Name |	Highway 13 (Gies) Wetland Survey
Date|	**07/10/24**
To |	Joni Giese, District Administrator
Cc |	Jeff Anderson, Water Resources Coordinator
From |	Carl K. Almer, Dan Mossing, & Mike Majeski
Regarding |	Estimation of Accumulated Sediment and Maintenance Recommendations

Background

The purpose of this memo is to summarize the results of the June 2024 survey, to compare these results to previous surveys conducted in 2010 and 2017, and to determine the amount of sediment accumulation since the wetland was originally excavated. This memo also provides recommendations for future wetland maintenance.

Construction of the Highway 13 Wetland Enhancement Project was completed in February of 1997. Originally, the wetland was excavated to afford pretreatment for the Ferric Chloride system with two deeper pools with a maximum depth of 909.0 and an outlet elevation of 913.0. A 2010 bathymetry survey of the wetland indicated minimal sediment accumulation since 1997. In 2017, the wetland was again surveyed. Comparison of the 2010 and 2017 surveys indicated that 4,700 cubic yards of sediment had accumulated in the wetland over that time, largely attributed to 2014 flooding and subsequent sediment transport through County Ditch 13.

2024 Survey Results

Based on the bathymetry survey completed in June 2024, an additional 4,800 cubic yards of sediment has accumulated in the wetland since 2017 (Figure 1). When combined with the sediment accumulation calculated to 2017 (Figure 2), a total of 9,500 cubic yards of sediment has accumulated in the wetland.

Based on this survey, maintenance excavation of the wetland system is recommended since the original wetland pools are less than two feet deep and the accumulated sediments are susceptible to resuspension from wave action and high flows through the system.

Maintenance Recommendations

The two pools originally excavated in the wetland have accumulated approximately two feet of sediment since 1997. At a minimum, the District should plan for maintenance excavation of the pools within the next two years to restore the original depth of 909.0.

The District could also consider excavating these pools deeper to provide additional sediment storage capacity, reduce the risk of resuspension and increase the duration between maintenance activities. Maximum permissible depth is anticipated to be 906.5 as excavation below this elevation would be considered wetland impact (conversation to open water). Future wetland maintenance should occur when the pools fill to the 911.0 elevation.

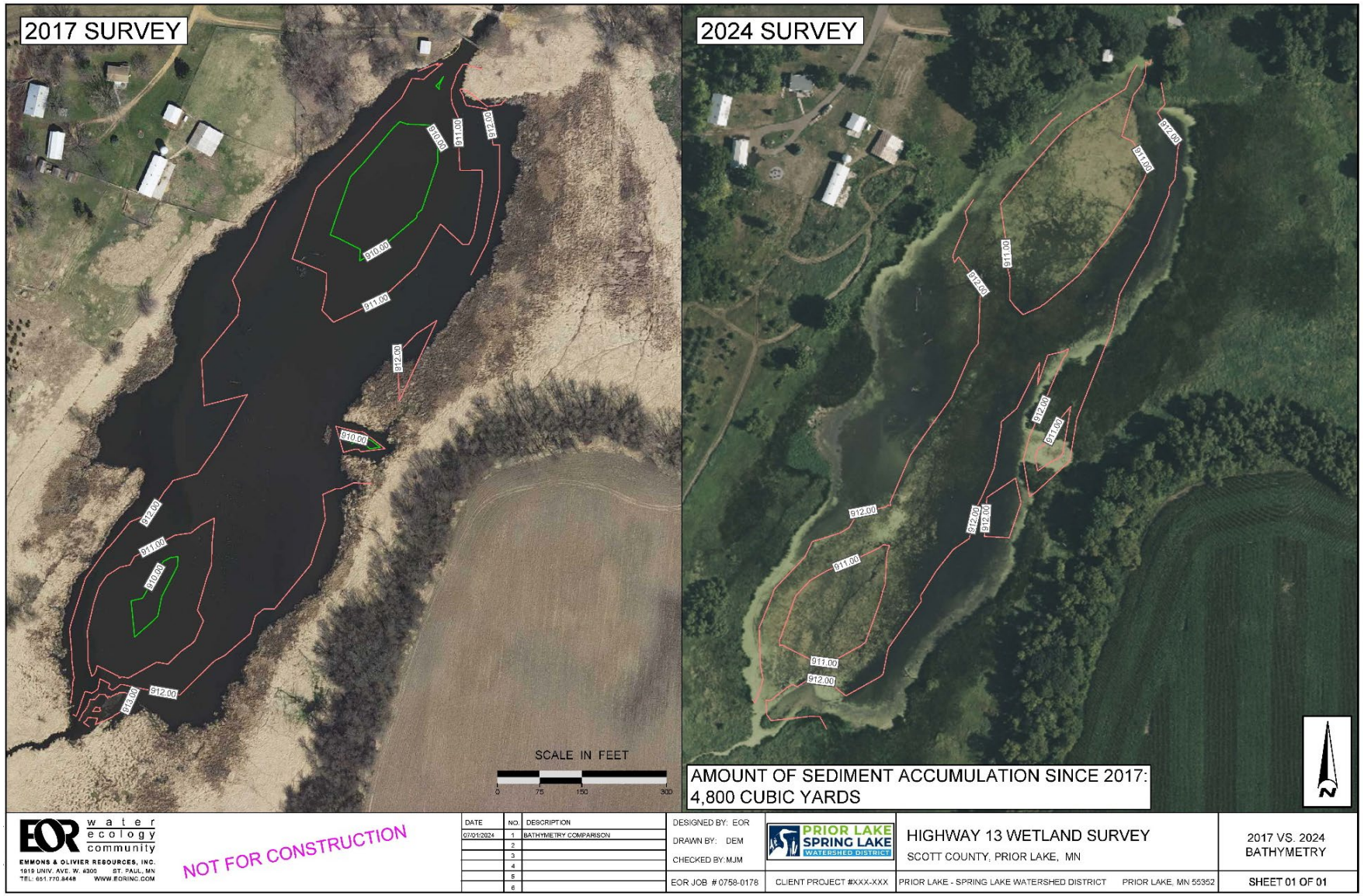


Figure 1. Highway 13 wetland bathymetry comparison from 2017 to 2024.

memo

3 of 3

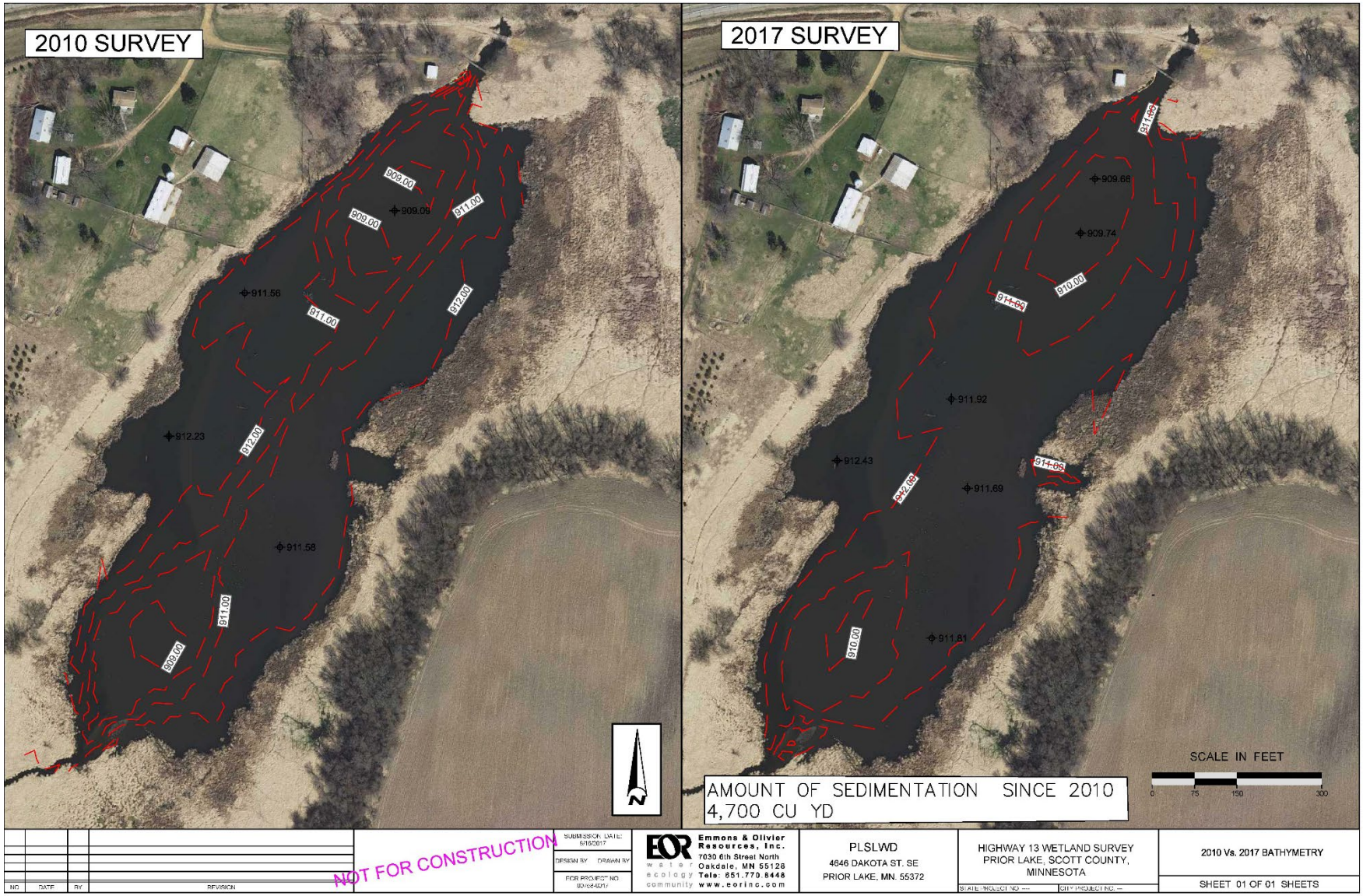


Figure 2. Highway 13 wetland bathymetry comparison from 2010 to 2017.

Resolution 25-402

Ordering the Highway 13 Wetland Excavation Project

Motion By:_____ **Second By**:_____

WHEREAS, the District has adopted a watershed management plan (WMP) in accordance with Minnesota Statutes §103B.231, in which Implementation Action 50, identified the completion of excavation and restoration of Highway 13 Wetland as needed to achieve water quality standards (hereafter the "Project"); AND

WHEREAS, the Project is estimated to cost $682,000 based on District Engineer estimates at a feasibility stage and encompassing all costs for Project professional services and construction; AND

WHEREAS, the Board has received a feasibility study in the form of a technical memo for the Project, the District engineer finds that the Project is feasible, and staff find the Project to be a cost-effective element of meeting the District's water quality goals set forth in the WMP; AND

WHEREAS, after publication once each week for two successive weeks in the District's legal newspaper, in accordance with Minnesota Statutes §103B.251, the Board of Managers held a public hearing on September 16, 2025, at which time all interested parties had the opportunity to speak for and against the Project; AND

WHEREAS, the Board has considered the engineer's findings and the comments of interested parties and finds that the Project is feasible and cost-effective, will be conducive to public health and promote the general welfare, and is in conformance with Minnesota Statutes §103B.205 to 103B.255 and the WMP.

THEREFORE, BE IT RESOLVED, that the Project is ordered.

The question was called on the adoption of the Resolution and there were __ yeas and __ nays as follows:

	Yea	Nay	Abstain	Absent
Boyles	☐	☐	☐	☐
Burnett	☐	☐	☐	☐
Loney	☐	☐	☐	☐
Morkeberg	☐	☐	☐	☐
Tofanelli	☐	☐	☐	☐

Upon vote, the chair declared the resolution adopted.

It is hereby certified that the Board of the Prior Lake-Spring Lake Watershed District adopted this Resolution at a duly convened meeting of the Board held on the 16th day of September 2025, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

_____ Dated: September 16, 2025

Ben "Beverly" Burnett, Secretary

PLSLWD Board Staff Report
September 9, 2025

Subject	Desilt Pond Improvements Project Ordering
Board Meeting Date	September 16, 2025 **Item No:** 5.0
Prepared By	Emily Dick, Water Resources Project Manager
Attachments	a) EOR Task 1 Findings Memo of the *Desilt & High-Flow Bypass Feasibility Study* b) Task 2 Findings of the *Desilt & High-Flow Bypass Feasibility Study* c) Resolution 25-403: Ordering the Desilt Pond Improvements Project
Proposed Action	Motion to adopt Resolution 25-403: Ordering the Desilt Pond Improvements Project

Background

The ferric chloride desiltation ("desilt") pond is a critical component of the water quality management system designed to reduce sediment deposition and phosphorus from County Ditch 13 into Spring Lake. The desilt pond functions as a basin for iron-bound phosphorus flocculation resulting from ferric chloride treatment.

In 2023, the Ferric Chloride System Assessment identified that gains in efficiency could be made through improvements to the hydrodynamics of the desilt pond. EOR conducted the majority of a feasibility study focused on identifying improvements to the desilt pond and presented findings to the Board at the May and August 2025 Board workshops. The Board supported moving forward 30% design on a "three-element scenario", or a suite of improvements to modify the pond's inlet, outlet, and high-flow bypass. The improvements will reduce bypass, increase treatment volumes, minimize floc resuspension due to carp, and improve system monitoring. Of the supported three-element scenarios, pricing was comparable (an estimated $159,000-$184,000), within normal 30% design contingencies, and the design alterations were minimal (inlet pipe size and high flow bypass elevation).

The Desilt Pond Improvements Project will represent a significant water quality improvement, reducing 238-280 pounds of phosphorus per year, or accomplishing 10% of the reduction required on impaired Spring Lake. The Desilt Pond Improvements Project is included in the District's Water Resources Management Plan Ferric Chloride Treatment System's Implementation Step 4 and Implementation Action 26.

Discussion

The purpose of the agenda item is for the Board to complete the necessary project ordering of the Desilt Pond Improvements Project (Project) to comply with statutory procedures for capital projects. Project ordering will allow staff to move forward with the project as currently slated in the 2026 budget. Staff anticipates working with EOR to finalize feasibility study design this fall

and advancing design and permitting in 2026. Task 2 Findings of the EOR Desilt & High-Flow Bypass Feasibility Study includes the basis of conceptual design for the project.

Recommended Action

Staff recommend the Board motions to adopt Resolution 25-403: Ordering the Desilt Pond Improvements Project.

Budget Impact

The cost associated with engineering will be covered in the 2026 budget item 550-Desilt Improvements. Future construction is anticipated to be funded through grants, bonding or district levy.

memo

Project Name |	Desilt Pond Outlet & High-Flow Bypass Improvement Feasibility Study	**Date** |	5/15/2025
To |	PLSLWD Board of Managers		
Cc |	Jeff Anderson, Water Resource Coordinator Joni Giese, District Administrator		
From |	Carl K. Almer, Bill Yu, & Paul Nation, PE		
Regarding |	Task 1 Findings		

Background

The Desiltation Pond and FeCl3 Treatment System have been modified over the years to meet MPCA permit reissuance requirements and improve overall system performance. Under current conditions runoff from County Ditch 13 (CD-13) enters the Desiltation Pond via a 36-inch inlet pipe. Flows that exceed the capacity of the inlet pipe are not treated, flowing directly to Spring Lake via the High-Flow Bypass. Runoff is injected with FeCl3 in the inlet pipe and binds with Phosphorus to form floc which settles out in the pond. Treated runoff discharges from the Desiltation pond via two (2) 12-inch CMPs and a grouted riprap overflow outlet.

The purpose of this study is to assess the performance of the system in its current hydraulic condition and to assess options for modification of the pond outlet and/or high-flow bypass to:

1. decrease bypass of the Desiltation Pond to increase treatment and phosphorus load reduction,
2. decrease resuspension of floc due to carp passage/occupation, and
3. improve the ability to accurately monitor discharge from the Desiltation Pond.

Methods

In order to accurately assess system performance, detail was added to the District's PCSWMM model. Survey data was collected at the pond inlet pipe, high-flow bypass, and pond outlets and incorporated into the model. Survey data collected is in the attached Figure 1 (existing conditions basemap).

To efficiently assess existing conditions and potential improvement scenarios, the PCSWMM model was "clipped" to the project area to speed up run times. The upstream boundary condition was set at the Highway 13 Wetland weir and continuously monitored level from Monitoring Station CD-2 was used as an inflow hydrograph. The downstream boundary condition was set using monitored Spring Lake water levels at a 15-minute time step, converted from NGVD 29 to NAVD 88. Rainfall and climate data was taken from the nearest Automated Surface Observing System (ASOS) weather station located at the Flying Cloud airport in Eden Prairie.

To assess potential improvement scenarios, the 2019 and 2021 growing seasons were chosen because they represented a wet year (2019) with high levels on Spring Lake and a dry year (2021) with low levels on Spring Lake.

In addition to growing season simulations, a 100-year, 24-hour storm event (7.4 inches) was also run to assess effects on upstream high-water levels. The boundary conditions for this event were set by running the storm event through the full drainage area to Spring Lake, with Spring Lake starting at an elevation of 909.85 (0.15-ft above weir control elevation) which is consistent with the FEMA assumption for establishment of the regulatory flood elevation. Further investigation of the starting

water elevation assumption for Spring Lake will be necessary to confirm that a FEMA Letter of Map Amendment or Revision (LOMA/LOMR) and/or MNDNR No-Rise Certificate will not be required to implement system modifications.

For purposes of this study, total phosphorus (TP) removal through the Desiltation Pond when FeCl3 is injected is assumed to be on average 35% with an average influent TP concentration of 0.30 mg/l.

Existing System Performance

Due to the inability to accurately monitor discharge from the Desiltation Pond outlet and high-flow bypass, past assessment of performance of the FeCl3 Treatment System has assumed that all flow 30-cfs or less, as measured at Monitoring Station CD-2, is treated with FeCl3. For this study, system performance was instead assessed by running the updated PCSWMM model for the years 2014-2022 to more accurately estimate the volume of runoff treated and pounds of TP removed. Table 1 summarizes the assumed TP removal based on the 30-cfs threshold and the estimated TP removal based on the modeled percent of runoff passing through the Desiltation Pond.

In 2014 the Desiltation Pond performed poorly, but this is to be expected since the Spring Lake water elevation peaked above 914 feet, and significant bypass occurred when the entire system was fully submerged for an extended period. On the other end of the spectrum, years 2021 and 2022 represent drought years with lower peak flow and no influence from the elevation of Spring Lake.

2015 to 2019 represent more normal precipitation years, with annual treatment percentages ranging from 84% to 100%. Reduced performance can be attributed to ditch flows exceeding the Desiltation Pond's 36-inch inlet pipe capacity and/or when the water elevation of Spring Lake is high creating a tailwater or fully submerging the weir. The PCSWMM more accurately estimates the bypass volume under tailwater conditions. The 30-cfs or less treatment assumption is still a reasonable estimate but generally leads to an overestimation of TP removal under tailwater conditions.

Table 1. Assumed versus Modeled TP Removal

Year	Treatment Date Range	Total Inflow Volume (ac-ft)	Runoff Treated (%)	Runoff Bypassed (%)	Modeled TP Removal (lbs)	30-CFS TP Removal (lbs)
2014	4/29 – 11/12	9,409	36%	64%	963	1,173
2015	4/11 – 11/12	2,527	99%	1%	716	709
2016	3/24 – 11/11	3,791	100%	0%	1,076	1,076
2017	3/16 – 11/30	5,142	88%	12%	1,293	1,363
2018	3/20 – 11/16	5,870	89%	11%	1,488	1,517
2019	4/4 – 10/5	5,629	84%	16%	1,343	1,462
2021	4/6 – 11/2	833	100%	0%	239	239
2022	3/15 – 6/29	1,067	100%	0%	305	305

Note: The date range covers the period during which both CD2 flow and Spring Lake level data are available. These data serve as boundary conditions for the model.

Potential System Modifications

Potential modifications to the hydraulic components of the Desiltation Pond and High-Flow Bypass were considered with the primary goal of decreasing bypass of the pond to improve TP removal. The following four control elements were considered for modification, both individually and in combination.

- **High-flow bypass (HFB)** – Increasing the control elevation from 911.65 to 912.5 and 913.0
- **36-inch inlet pipe** – Adding a second parallel 24-inch or 36-inch inlet pipe
- **Grouted riprap outlet** – Reconstructing the outlet as a sharp-crested (sheet pile) or broad-crested (concrete) weir and increasing the control elevation from 910.25 to 910.5 and 911.0
- **12-inch secondary outlet pipes (2)** – Adding an additional 12-inch or replacing the existing 12-inch pipes with 24-inch pipes

Single-Element Modification Scenarios

A total of 10 single-element modification scenarios were explored, and performance was compared to existing conditions for 2019 and 2021 monitored flows. Table 2 summarizes the treatment benefits for the Desiltation Pond and the high-water levels (HWLs) of the upstream ditch for 2019 monitored flows. Note that peak flows to the Desiltation Pond above 35-cfs approaches the 4-hour pond residence time goal for floc settling, which may result in some floc settling in the downstream channel instead of within the pond (Figure 6, Ferric Chloride Treatment System Evaluation, EOR 2010). Significant increases in volumes above 35-cfs may pose a regulatory (permit reissuance) challenge.

The results for 2019 monitored flows indicate that adding an extra Desiltation Pond inlet pipe (Scenarios 7-8) and raising the elevation of the High-Flow Bypass (Scenarios 9-10) have the most decrease in bypass and increase TP removal. The scenarios related to the Desiltation Pond outlet (pipes or grouted riprap overflow) modification had minimal impact on performance. None of the scenarios explored increased the Desiltation Pond High Water Level (HWL) for 2019, but several scenarios increase the HWL in the upstream ditch back to the Highway 13 Wetland weir. While the scenarios for the grouted riprap overflow had minimal impact on treatment, improvements should still be considered to improve the ability to monitor flow at the outlet and to mitigate carp migration into the pond to minimize resuspension of floc.

The modeling results for 2021 indicate that the existing system treated 100% of flows and no bypass occurred. Therefore, the single-element modification scenarios would have no benefit on similar dry years with low tailwater from Spring Lake.

Combined-Element Modification Scenarios

After running the single-element modification scenarios, an additional 8 scenarios were tested for potential modification of multiple hydraulic controls to mitigate the effect of Spring Lake tailwater in wet years. These combined-element modification scenarios included modifications to the Desiltation Pond grouted riprap outlet, adding an extra Desiltation Pond inlet pipe, and raising the High-Flow Bypass. Results are summarized in Table 3.

Similar to the findings of the single-element tests, the Desiltation Pond outlet structure characteristics do not significantly affect treatment benefits. The main drivers are the High-Flow Bypass elevation and the Desiltation Pond inlet capacity. Adding a second 36-inch inlet pipe provides about 2 percent more treatment than adding a 24-inch pipe. Raising the High-Flow Bypass elevation to 913 ft and adding the 36-inch pipe, treatment efficiency increases from 96.0% to 99.8% compared to raising the high-flow bypass alone.

Adding a 24-inch inlet pipe in combination with raising the High-Flow Bypass elevation to 913 ft increases the upstream ditch HWL from 913.38 ft to 913.93 ft and extends the HWL time above the Highway 13 Wetland weir elevation (912.26) from 35 hours to 49 hours, potentially increasing the risk for bypass, erosion and carp migration around the east end of the weir. Adding a second 36-inch inlet pipe instead of a 24-inch increases the upstream ditch HWL from 913.38 ft to 913.79 ft while leaving the exceedance duration over the Highway 13 Wetland weir unchanged.

100-yr, 24-hour HWL Event Analysis

All of these scenarios were also modeled for the 100-year, 24-hour storm event and results demonstrate similar treatment improvements to those of the 2019 continuous simulation. Adding a 24-inch or 36-inch inlet pipe to the Desiltation Pond increased treatment by 10.2% and 18.7%, respectively, while raising the High-Flow Bypass elevation to 912.5-ft and 913.0-ft increased treatment by 24.1% and 37.4%, respectively. Combined scenarios delivered treatment increases ranging from 38.5% to 48.7%.

Although these modifications increase the initial peak HWL, none of the individual or combined scenarios raise the 100-year, 24-hour upstream peak HWL, as this peak water level remains controlled by Spring Lake tailwater. These preliminary findings indicate that FEMA LOMA/LOMR and MNDNR No-Rise proceedings should not be necessary to implement the contemplated modifications.

Conclusions

Based on these modeling results, hydraulic modifications can improve system performance under Spring Lake tailwater conditions. Of the scenarios explored, raising the High-Flow Bypass control elevation to 913.0 appears to be the single most effective modification to improve system performance (Scenario 10 with a 12.4% increase in treated flow).

Considering multiple modifications including raising the Desiltation Pond outlet elevation, adding and additional Desiltation Pond inlet pipe, and raising the High-Flow Bypass elevation could further improve system performance (Scenarios 11-18 with a range in additional treated flow of 13.2% to 16.1%).

Converting the existing grouted-riprap overflow to a broad-crested weir would not increase Phosphorus treatment but raising the control elevation would increase residence time affording additional flocculation time within the pond as well as allowing low flows to discharge through both 12-inch pipes as originally intended. In additional, this would improve the ability to construct a carp barrier to exclude the pond as spawning habitat, reduce the resuspension and downstream migration of floc, and improve the ability to accurately monitor flows.

Next Steps

As per Task 2 of the approved scope of work, with Step 5 added as a second Board checkpoint, the next steps of this feasibility study include:

1. Further investigation and refinement of the modification scenarios
2. Determining the best approach for achieving the potential modifications from a constructability standpoint
3. Preparing preliminary cost estimates for each scenario providing benefit
4. Ranking the modification scenarios based on cost versus increase in treatment
5. Board discussion and selection of a preferred option
6. Preparation of 30% sketch plan for the preferred option

Table 2. Single-Element Scenarios for 2019 Monitored Flows

Scenario #	Scenario Modifications	Treatment Volume (ac-ft)	Bypass Volume (ac-ft)	Volume over 35 cfs (ac-ft)	Increase in Treatment volume (ac-ft)	Treatment (%)	Modeled TP Removal (lbs)	Decrease in Bypass (%)	Increase in Treatment (%)	Upstream HWL (ft)	Hwy 13 Wetland Weir Submergence (hrs)**
0	*Existing**	*4,703*	*926*	*86*	--	*83.6%*	*1,343*	--	--	*913.38*	*35*
1	Sharp-crested Weir (910.5)	4,707	920	89	4	83.6%	1,344	0.6%	0.1%	913.38	35
2	Sharp-crested Weir (911.0)	4,659	968	70	-44	82.8%	1,330	-4.6%	-0.8%	913.40	6
3	Broad-crested Weir (910.5)	4,719	909	95	16	83.9%	1,347	1.8%	0.3%	913.38	35
4	Broad-crested Weir (911.0)	4,693	934	77	-10	83.4%	1,340	-0.9%	-0.2%	913.38	35
5	12" Outlet Pipes (x3)	4,703	926	86	0	83.6%	1,343	0.0%	0.0%	913.38	35
6	24" Outlet Pipes (x2)	4,706	922	87	3	83.6%	1,344	0.4%	0.1%	913.38	35
7	36" + 24" Inlet Pipes	4,994	634	218	291	88.7%	1,426	31.6%	5.2%	913.05	24
8	36" + 36" Inlet Pipes	5,178	449	318	475	92.0%	1,478	51.5%	8.4%	912.64	9
9	HFB (912.5)	5,243	386	192	540	93.2%	1,497	58.4%	9.6%	913.01	36
10	HFB (913.0)	5,402	227	326	699	96.0%	1,542	75.5%	12.4%	913.44	115

** Existing conditions includes a 36" inlet, 12" outlets (2), grouted riprap outlet (910.25), and HFB (911.65)*

*** The lowest elevation of the Highway 13 Wetland weir is 912.26*

memo

Table 3. Combined-Element Scenarios for 2019 Monitored Flows

Scenario #	Scenario Modifications	Treatment Volume (ac-ft)	Bypass Volume (ac-ft)	Volume Over 35 cfs (ac-ft)	Increase in Treatment Volume (ac-ft)	Treatment (%)	Modeled TP Removal (lbs)	Decrease in Bypass (%)	Increase in Treatment (%)	Upstream HWL (ft)	Hwy 13 Wetland Weir Submergence (hrs)**
0	*Existing**	*4,703*	*926*	*86*	--	*83.6%*	*1,343*	--	--	*913.38*	*35*
11	HFB (912.5) + 24" Inlet	5,445	171	88	742	97.0%	1,555	81.5%	13.2%	913.62	31
12	HFB (912.5) + 36" Inlet	5,551	65	27	848	98.8%	1,585	92.9%	15.1%	913.53	23
13	HFB (913.0) + 24" Inlet	5,522	93	137	819	98.3%	1,577	89.9%	14.6%	913.93	49
14	HFB (913.0) + 36" Inlet	5,602	15	73	899	99.7%	1,600	98.4%	16.0%	913.79	35
15	HFB (912.5) + 24" Inlet + Broad-crested Weir (910.5)	5,457	160	90	754	97.2%	1,558	82.7%	13.4%	913.62	31
16	HFB (912.5) + 36" Inlet + Broad-crested Weir (910.5)	5,556	61	31	853	98.9%	1,586	93.4%	15.2%	913.53	23
17	HFB (913.0) + 24" Inlet + Broad-crested Weir (910.5)	5,527	90	134	824	98.4%	1,578	90.3%	14.7%	913.93	49
18	HFB (913.0) + 36" Inlet + Broad-crested Weir (910.5)	5,606	11	77	903	99.8%	1,601	98.8%	16.1%	913.79	35

** Existing conditions includes a 36" inlet, 12" outlets (2), grouted riprap outlet (910.25), and HFB (911.65)*

*** The lowest elevation of the Highway 13 Wetland weir is 912.26*

PRIOR LAKE
SPRING LAKE
WATERSHED DISTRICT

Desilt Pond & High-Flow Bypass Feasibility Study

PLSLWD Board Workshop Update

August 19, 2025

In 2013 the Ferric Chloride System Retrofit Begun Dosing within new Inlet Pipe to Desilt Pond

Engineering and Staff Observations Since 2013

- Regular bypass
- Uncertainty of treatment volumes during high water
- Floc resuspension – pond not filling with solids as expected -- carp?
- Difficult to accurately monitor treatment volumes

What can be done to improve desilt pond operations?

Feasibility Study Goals

1) Improve downstream water quality
   - Decrease bypass of the Desiltation Pond to increase treatment and phosphorus load reduction.
2) Improve carp exclusion
   - Decrease resuspension of floc due to carp passage/occupation.
3) Improve monitoring
   - Increase ability to accurately monitor discharge from the Desiltation Pond.

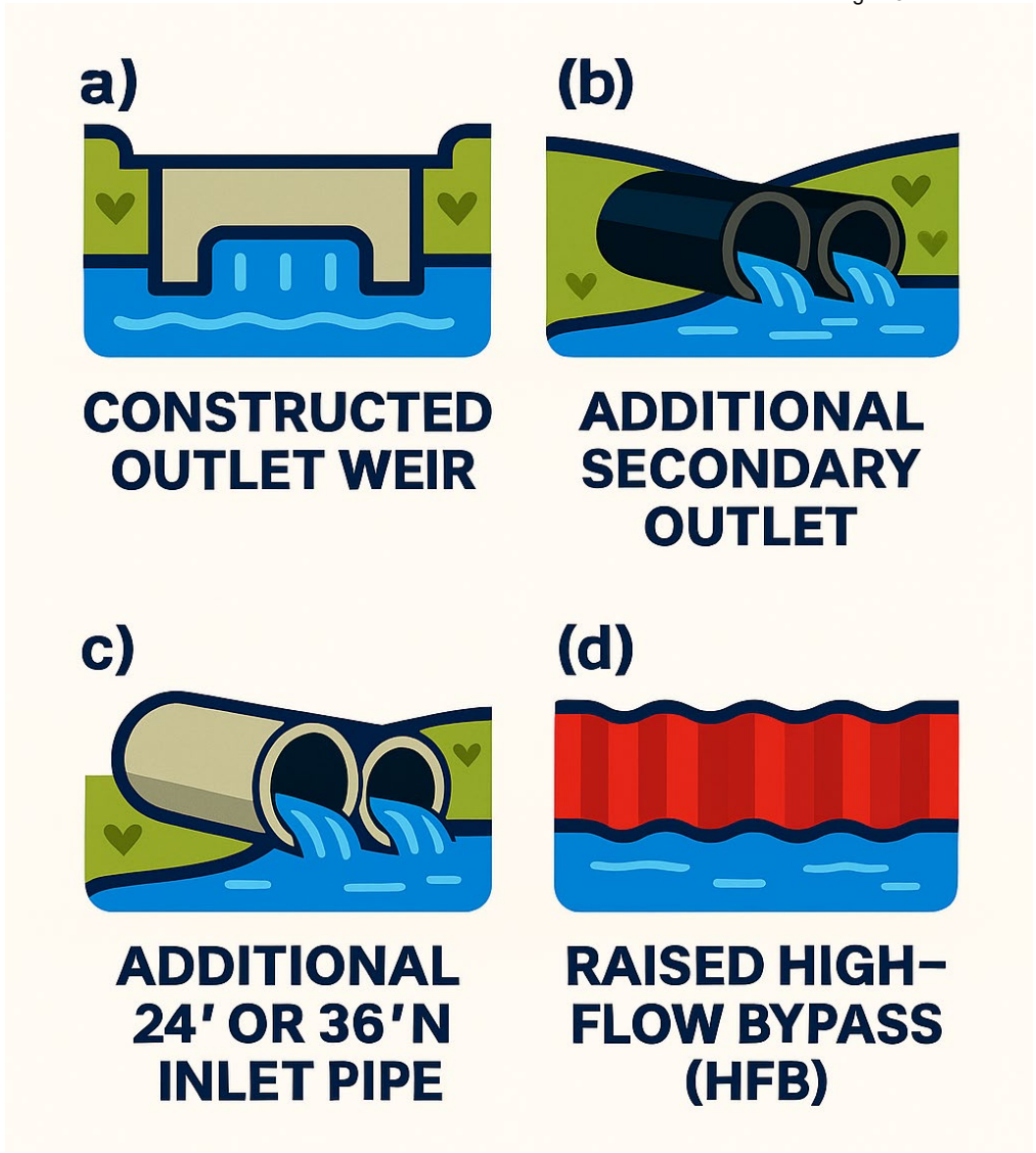
Project Status

1. ~~Discuss modification scenarios~~
    a) ~~Which scenarios make most sense?~~
    b) ~~Can we narrow selective search?~~
    c) ~~Determine approach from constructability standpoint~~
2. ~~Further investigate and refine scenarios~~
3. ~~Prepare preliminary cost estimates~~
4. ~~Ranking the modification scenarios based on cost benefit~~
5. Board discussion and selection of a preferred option
6. Prepare 30% sketch plan for preferred option

Desilt Pond & High-Flow Bypass Feasibility Study: Cost-Benefit Analysis

Potential System Modifications:

a) Constructed outlet weir
b) Additional secondary outlet pipes
c) Additional 24”or 36” inlet pipe
d) Raised high-flow bypass (HFB)



	Scenario Modifications	Scenario #	Goal 1	Goal 2	Goal 3	Cost	Increase in TP Removal (lb/yr)	Cost/ Additional TP ($/lb)[1]
Single-Element Scenarios	Sharp-crested Weir (910.5)	1	○	●	◒	$ 99,000	1	$ 5,531
	Sharp-crested Weir (911.0)	2	○	●	◒	$ 102,000	-13	$ -653
	Broad-crested Weir (910.5)	3	○	●	●	$ 92,000	4	$ 1,849
	Broad-crested Weir (911.0)	4	○	●	●	$ 96,000	-5	$ -1,418
	12" Outlet Pipes (x3)	5	○	○	○	$ 39,000	0	$ 10,944
	24" Outlet Pipes (x2)	6	○	○	○	$ 42,000	1	$ 3,922
	36" + 24" Inlet Pipes	7	◒	○	○	$ 50,000	77	$ 52
	36" + 36" Inlet Pipes	8	◒	○	○	$ 59,000	136	$ 35
	HFB (912.5)	9	◒	○	○	$ 45,000	176	$ 21
	HFB (913.0)	10	◒	○	○	$ 67,000	222	$ 24

Goal 1 = Improve downstream water quality Goal 2 = Improve carp exclusion Goal 3 = Improve monitoring

	Scenario Modifications	Scenario #	Goal 1	Goal 2	Goal 3	Cost	Increase in TP Removal (lb/yr)	Cost/ Additional TP ($/lb)[1]
Two-Element Scenarios	HFB (912.5) + 24" Inlet	11	●	○	○	$ 83,000	234	$ 28
	HFB (912.5) + 36" Inlet	12	●	○	○	$ 92,000	264	$ 28
	HFB (913.0) + 24" Inlet	13	●	○	○	$ 100,000	256	$ 31
	HFB (913.0) + 36" Inlet	14	●	○	○	$ 108,000	279	$ 31
	HFB (912.5) + Broad-crested Weir (910.5)	15	◒	●	●	$ 129,000	179	$ 58
	HFB (913) + Broad-crested Weir (910.5)	16	◒	●	●	$ 146,000	216	$ 54

Goal 1 = Improve downstream water quality

Goal 2 = Improve carp exclusion

Goal 3 = Improve monitoring

	Scenario Modifications	Scenario #	Goal 1	Goal 2	Goal 3	Cost	Increase in TP Removal (lb/yr)	Cost/ Additional TP ($/lb)[1]
Three-Element Scenarios	HFB (912.5) + 24" Inlet + Broad-crested Weir (910.5)	17	●	●	●	$ 159,000	238	$ 53
	HFB (912.5) + 36" Inlet + Broad-crested Weir (910.5)	18	●	●	●	$ 167,000	266	$ 50
	HFB (913.0) + 24" Inlet + Broad-crested Weir (910.5)	19	●	●	●	$ 176,000	258	$ 55
	HFB (913.0) + 36" Inlet + Broad-crested Weir (910.5)	20	●	●	●	$ 184,000	280	$ 53

Goal 1 = Improve downstream water quality Goal 2 = Improve carp exclusion Goal 3 = Improve monitoring

Recommendation

Staff recommend to move Scenario 18 forward into 30% design to complete the feasibility study.

Pros

- Achieves all three goals
- 20% increase in treatment
- Minimal upstream impacts
- Best cost-benefit of the three-element scenarios
- Design will be completed for all three-element scenarios (mix-n-match)

Cons

- Percentage of flow through desilt pond above 35 cfs increases from roughly 1% to 9%
- Possible regulatory concern with inlet flows

Discussion / Next Steps

1. Board discussion of a preferred option

2. Prepare 30% design and incorporate into final feasibility study report.

Resolution 25-403

Ordering the Desilt Pond Improvements Project

Motion By:_____ **Second By**:_____

WHEREAS, the District has adopted a watershed management plan (WMP) in accordance with Minnesota Statutes §103B.231, in which Implementation Action 26 that encompasses the Desilt Pond Improvements, identified the improvements to pond infrastructure as needed to achieve water quality standards (hereafter the "Project"); AND

WHEREAS, the Project is estimated to cost $296,700 based on District Engineer estimates at a feasibility stage and encompassing all costs for Project professional services and construction; AND

WHEREAS, the Board has received findings from feasibility study tasks in the form of a technical memo and presentation for the Project, the District engineer finds that the Project is feasible, and staff find the Project to be a cost-effective element of meeting the District's water quality goals set forth in the WMP; AND

WHEREAS, after publication once each week for two successive weeks in the District's legal newspaper, in accordance with Minnesota Statutes §103B.251, the Board of Managers held a public hearing on September 16, 2025, at which time all interested parties had the opportunity to speak for and against the Project; AND

WHEREAS, the Board has considered the engineer's findings and the comments of interested parties and finds that the Project is feasible and cost-effective, will be conducive to public health and promote the general welfare, and is in conformance with Minnesota Statutes §103B.205 to 103B.255 and the WMP.

THEREFORE, BE IT RESOLVED, that the Project is ordered.

The question was called on the adoption of the Resolution and there were __ yeas and __ nays as follows:

	Yea	Nay	Abstain	Absent
Boyles	☐	☐	☐	☐
Burnett	☐	☐	☐	☐
Loney	☐	☐	☐	☐
Morkeberg	☐	☐	☐	☐
Tofanelli	☐	☐	☐	☐

Upon vote, the chair declared the resolution adopted.

It is hereby certified that the Board of the Prior Lake-Spring Lake Watershed District adopted this Resolution at a duly convened meeting of the Board held on the 16th day of September 2025, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

_____ Dated: September 16, 2025

Ben "Beverly" Burnett, Secretary

PLSLWD Board Staff Report
September 9, 2025

Subject	Prior Lake Outlet Channel: Segment 1 Channel Stabilization Public Hearing and Project Ordering
Board Meeting Date	September 16, 2025 **Item No:** 6.0
Prepared By	Danielle Studer, Water Resources Specialist
Attachments	a) PLOC Segment 1 Bank Stabilization Scope of Services b) Resolution 25-404: Ordering the Prior Lake Outlet Channel Segment 1 Channel Stabilization Project
Proposed Action	Motion to adopt Resolution 25-404: Ordering the Prior Lake Outlet Channel Segment 1 Channel Stabilization Project

Background

Since 2020, the Prior Lake Outlet Channel (PLOC) has undertaken significant maintenance projects, including bank repairs, sediment removal, stream realignment, culvert replacements, and the removal of entire crossings. These efforts aim to manage the outflows from Prior Lake, enhance resources, and comply with permit requirements. Each year, EOR submits a technical memorandum documenting the activities performed and providing recommendations for future channel and vegetation management. The Segment 1 Bank Stabilization project was identified as the last large remaining bank stabilization effort from previous studies.

On August 21, 2025, the Cooperators approved the 2026 PLOC Work Plan and Budget that included the Segment 1 Channel Stabilization project and approved a Scope of Services with EOR to advance project design, permitting, and construction services to implement the project.

Discussion

Under Minnesota Statute 103B.251, Subdivision 4, Watershed Districts are required to provide public notice and hold a public hearing for any capital improvement project. Notice of this hearing was published in the *Star Tribune* on August 29 and September 5, 2025. At the hearing, staff will provide a brief overview of the project and address questions raised by the public.

To comply with statutory procedures, the Board must formally order the Prior Lake Outlet Channel Segment 1 Channel Stabilization Project. Project ordering authorizes the District to complete design and permitting work in 2025, with construction bidding and implementation planned for 2026.

Recommended Action

Staff recommend the Board motions to adopt Resolution 25-404: Ordering the Prior Lake Outlet Channel Segment 1 Channel Stabilization Project.

Budget Impact

The PLOC 2026 Work Plan and Budget includes a budget of $208,000 for the Segment 1 Channel Stabilization Project. Per the PLOC MOA cost-share formula, the Watershed District will cover 87 percent of the project cost.

SCOPE OF SERVICES

PLOC SEGMENT 1 BANK STABILIZATION

PLSLWD	
CLASS:	839 – PLOC Segment 1
PROJECT:	PLOC Segment 1 Bank Stabilization

EOR			
JOB:	00758-0193		
PHASE:	N/A	TASK:	N/A

START DATE: 9/1/2025 END DATE: 12/31/2026

TOTAL PROJECT BUDGET: $37,900

OVERVIEW OF PROJECT SCOPE: During the January 2025 PLOC TAC meeting, PLSLWD staff proposed stabilizing eroded banks identified along Segment 1 North (Figure 1) and to repair three cross vanes utilizing existing rock and tree trunks to enhance bank protection in Segment 1 South (Figure 2). In March 2025, District staff requested EOR to prepare a scope of services to advance project designs, permitting, and construction services to implement the project.

The following scope outlines the anticipated tasks, hours, and schedule to advance the bank stabilization project through final design, conduct easement mapping, obtain all necessary permits, and complete construction by Fall 2026.

PROJECT TEAM

PLSLWD	
PROJECT LEAD:	Danielle Studer, Water Resources Specialist
OTHER STAFF:	Jeff Anderson, Water Resources Coordinator Emily Dick, Water Resources Project Manager Joni Giese, District Administrator
EOR	
PROJECT LEAD (HRS):	Mike Majeski (50)
OTHER STAFF(HRS):	Dan Mossing (101), Tiffany Mueller (42), Jimmy Marty (7), Carl Almer (4)

Figure 1. Location of proposed Segment 1 North bank stabilization and floodplain reconnection (yellow line) south of County Road 42.

Figure 2. Location of proposed Segment 1 South bank repairs (yellow line) northwest of Jeffers Pass NW.

SUMMARY OF TASKS

TASK 1: Geomorphic & Tree Surveys	
SUMMARY:	A geomorphic survey of the channel will be conducted to determine channel slope, cross sectional areas, and topography to inform the project design. A tree survey will also be conducted. It is anticipated that most of the trees slated for harvest will be incorporated into the project design for bank stability and wildlife habitat.
DELIVERABLES:	1) Geomorphic Survey 2) Tree Survey
TIMELINE:	September - October 2025
ESTIMATED COSTS:	$2,800
TASK 2: Design Services	
SUMMARY:	Draft project designs will be completed using data collected during the field survey. Bank stabilization options will be proposed, and a refined engineer's opinion of probable cost will be prepared. Proposed bank stabilization options may include boulder toe, log toe, toewood, bank shaping, and grade control to reconnect the floodplain. A draft construction plan will be submitted to the PLOC TAC for review and input to advance the final project design. In addition, EOR will plot the PLOC easement and assess access and construction needs and will identify if an easement amendment will be needed based on the final plan.
DELIVERABLES:	1) 30%-90% Draft Designs 2) Final Plans & Construction Documents 3) Easement Mapping & Assessment 4) Engineer's Estimate of Probable Cost 5) Project SWPPP
TIMELINE:	October - December 2025
ESTIMATED COSTS:	$18,000
TASK 3: Permitting & Related Services	
SUMMARY:	EOR will complete a USACE Joint Application and MNDNR Public Waters Permit and secure any required local permits. A Level 1 wetland review and a Wetland Conservation Act no-loss application will be completed as part of this task. A rare species review will also be completed to advance permitting.
DELIVERABLES:	1) USACE and WCA No-Loss Joint Application 2) Level 1 Wetland Review 3) MNDNR NHIS Rare Features Review
TIMELINE:	December 2025
ESTIMATED COSTS:	$3,200

TASK 4: Construction Management	
SUMMARY:	Construction management services will include construction bidding and responses to questions as needed, contractor recommendation, pre-construction meeting, construction oversight (including tree harvest), project close-out inspection, preparation of a contractor punch list, and completion of an as-built record drawing.
DELIVERABLES:	1) Construction Bidding & Responses to Contractor Bid Questions 2) Pre-Construction Meeting 3) Tree Marking and Oversight of Harvest 4) Construction Oversight & Images 5) Construction Close-Out Inspection & Develop Punch List 6) As-built Record Drawing 7) Project Management
TIMELINE:	January 2025 – November 2026
ESTIMATED COSTS:	$13,900

ESTIMATED COST SUMMARY

DESCRIPTION		HOURS	ESTIMATED COST
TASK 1:	Geomorphic & Tree Surveys	9	$ 2,800
TASK 2:	Design Services & Easement Mapping	103	$ 18,000
TASK 3:	Permitting & Related Services	15	$ 3,200
TASK 4:	Construction Management	60	$ 13,900
EXPENSES:	Mileage Survey Equipment	**Included in Tasks 1&4 estimated cost**	
		TOTAL	**$37,900**

NOTE: Actual costs may differ from the estimated task costs, but the project will not exceed the TOTAL.

ASSUMPTIONS: The estimated cost summary for the execution of the tasks in this Scope of Services is based upon the following assumptions:

1) EOR will complete a USACE Joint Application and MNDNR Public Waters Permit, and secure all local permits required for the project such as a county grading permit and land alteration permit if required.
2) PLSLWD to pay all permit application fees.
3) Level 2 wetland delineation services will not be required for the project. EOR will complete a Level 1 wetland review and submit a no-loss application to WCA to satisfy wetland permitting obligations for project. A Level 2 wetland delineation can be completed as a separate scope of services if needed.
4) It is assumed a no-rise analysis will not be required since no mapped FEMA floodplains exist in the project area. A no-rise analysis can be completed as a separate scope of services if needed.

5) PLSLWD staff will coordinate with landowners to secure site access permission and work agreements.
6) Project construction to occur during low to no flow through the PLOC. Under this scenario, it is anticipated construction will take 2 weeks to complete, weather dependent.
7) EOR to complete channel and vegetation maintenance inspections concurrently with the PLOC Segments 1-7 inspections which are conducted annually in spring and fall.

SIGNATURES: The services described in this Scope of Services are being provided in accordance with the Master Services Consulting Agreement between PLSLWD and EOR dated January 17, 2024. Any changes to the project team, tasks, deliverables, timeline, or total cost will require a signed amendment/update to this Scope of Services.

Prior Lake-Spring Lake Watershed District		Emmons & Olivier Resources, Inc.	
Signature:	_____	Signature:	_____
Name:	Joni Giese	Name:	Carl K. Almer
Title:	District Administrator	Title:	Water Resources Lead
Date:	_____	Date:	_____

Resolution 25-404

Ordering the Prior Lake Outlet Channel: Segment 1 Channel Stabilization Project

Motion By:_____ **Second By**:_____

WHEREAS, the District has an adopted a watershed management plan (WMP) in accordance with Minnesota Statutes §103B.231, of which implementation action item 56 identifies the completion of PLOC bank repair projects from the 2019 PLOC Master Plan that includes the Segment 1 Channel Stabilization Project (hereafter the "Project"); AND

WHEREAS, the Project is estimated to cost $208,000 based on District Engineer estimates at a feasibility stage and encompassing all costs for Project professional services and construction; AND

WHEREAS, the PLOC Cooperators received a feasibility assessment in the form of the annual PLOC Channel and Inspection report, the PLOC TAC reviewed the project feasibility and made a recommendation to the PLOC Cooperators to advance the Project, the PLOC Cooperators approved the Project, the District engineer finds that the Project is feasible, and staff find the Project to be a cost-effective element of meeting the District's water quality goals set forth in the WMP; AND

WHEREAS, after publication once each week for two successive weeks in the District's legal newspaper, in accordance with Minnesota Statutes §103B.251, the Board of Managers held a public hearing on September 16, 2025, at which time all interested parties had the opportunity to speak for and against the Project; AND

WHEREAS, the Board has considered the engineer's findings and the comments of interested parties and finds that the Project is feasible and cost-effective, will be conducive to public health and promote the general welfare, and is in conformance with Minnesota Statutes §103B.205 to 103B.255 and the WMP.

THEREFORE, BE IT RESOLVED, that the Project is ordered.

The question was called on the adoption of the Resolution and there were __ yeas and __ nays as follows:

	Yea	Nay	Abstain	Absent
Boyles	☐	☐	☐	☐
Burnett	☐	☐	☐	☐
Loney	☐	☐	☐	☐
Morkeberg	☐	☐	☐	☐
Tofanelli	☐	☐	☐	☐

Upon vote, the chair declared the resolution adopted.

It is hereby certified that the Board of the Prior Lake-Spring Lake Watershed District adopted this Resolution at a duly convened meeting of the Board held on the 16th day of September 2025, and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.

_____ Dated: September 16, 2025

Ben "Beverly" Burnett, Secretary

SEPTEMBER 2025 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Upper Watershed Projects **Buck Stream Stabilization, Spring West IESF, MB CD-13 IESF, Swamp IESF, Fish Lake Mgmt Plan, Sutton IESF, Buck Chemical Treatment, Potential Flood Storage Projects** *Project Lead: Emily and Danielle*	**Buck Stream Stabilization** • Touchup invasive management. **Spring Lake West IESF** • Obtained recorded easement document. • Prepared Scope of Services with EOR for project design **MB CD-13 IESF** • Drafted letter to property owner family. **Swamp IESF** • Contracting complete. • Held pre-construction meeting with Sand Creek Township coordination. • Contracted with videographers on outreach components. • Prepared timelapse camera for field mount. • Gathered supplies for IESF model. • Contacted landowners to update construction schedule and coordinate on field crop. **Fish Lake Management Plan (FLMP)** • Refined cost and benefit of internal load treatment in 200 St pond. **Potential Flood Storage Projects** • Coordination with EOR on scope timeline for reduced Project 10 (Buck Lake).	**Buck Stream Stabilization** • Fall buckthorn treatment by contractors. **Spring Lake West IESF** • Coordinate with EOR as needed on Data Collection and Concept Design Refinement; Review Deliverables • Collect water samples to assess possibility of secondary benefit **MB CD-13 IESF** • Follow up on family contact. **Swamp IESF** • Construction schedule may wait for corn harvest in late September, or begin mid-September. • Proceed with outreach components. **Fish Lake Management Plan** • Reflect cost/benefit of different internal load methods to inform next steps. **Potential Flood Storage Projects** • Discuss results of modeling for reduced Project 10 (Buck Lake) options with EOR.
Carp Management ***Rough Fish Management (Class 611)*** *Project Lead: Jeff*	• Partnered with SMSC on carp removal event in Pike and Arctic Lakes. • Tracked carp on Spring Lake. • Downloaded data and uninstalled PIT stations.	• Implant radio tags into Spring Lake carp. • Continue with population estimate on Spring Lake. • Conduct CPUE estimates on Upper Prior, Lower Prior, Spring, and Fish Lakes.

SEPTEMBER 2025 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Ferric Chloride System Operations *Project Lead: Jeff and Emily*	• Added figures to O&M manual on how to use new dosing skid including procedures on performing seasonal maintenance. • Discussed chemical mixing ideas with EOR and subconsultant. • Discussed scope of work with EOR for Highway 13 wetland excavation sediment coring, design, permitting and construction management. • Advanced new tank permit questions. • Received partial paperwork from TMS for FeCl building closeout. • Requested punchlist items from Finch Excavating on FeCl driveway. Contacted legal counsel for advice if non-performing.	• Seek to closeout FeCl driveway contract. • Project closeout of FeCl building. • Complete Q3 DMR.
Farmer-Led Council *Project Lead: Emily*	• Processed new requests due to federal funding.	• Set venue and agenda for Lake Friendly Farm awards. • Respond to new requests due to federal funding.
Cost Share Incentives *Project Lead: Emily*	• Processed cost share applications.	• Review cost share applications as needed.
Sutton Lake Outlet and Lake Management Plan *Project Lead: Emily*	• None.	• None.
Website and Media *Project Lead: Danielle*	**Social Media** • CD3 Station Installed, shared SWCD post on Manager Morkeberg's Conservation Leader award, shared facebook events for Watershed Week events, Watershed Week ads **Website** • Updated Calendar and News **News** • SCENE paper published with 2 articles from PLSLWD	**Social Media** • Continue Watershed Week advertising **News** • Watershed Week press release for Prior Lake Compass
Citizen Advisory Committee *Project Lead: Danielle*	• Preparing for September CAC meeting • Share event opportunities	• September CAC meeting

SEPTEMBER 2025 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Education Program *Project Lead: Danielle*	• Prepare for Watershed Week events (9/28-10/4). • Fall Community Fest	• Watershed Week! • Presentation to Prior Lake CEC • Assist with SCWEP Outdoor Education Days
Monitoring Program *Project Lead: Jeff and Zach*	• Continued monitoring lakes and streams for water chemistry and discharge • Added safety lights to top of truck	• Field test auto samplers • Collect diagnostic monitoring on Haas & Fish Lake inputs
Aquatic Vegetation Management and Surveys *Project Lead: Jeff*	• BioBase lakes for native vegetation coverage	• None
AIS *Project Lead: Jeff and Zach*	• Coordinating boat inspection program.	• Submit county grant reimbursement.
Rules Revisions *Project Lead: Joni*	• Prepared potential revisions to District rules regarding Rule J permitting and for miscellaneous rules clarification.	• Review City of Savage draft ordinance for equivalency MOA. • Perform final review of City of Prior Lake ordinances for equivalency MOA. • Discuss Rule J permitting with LGUs.
BMPs & Easements *Project Lead: Joni*	• Met with City of Prior Lake staff to discuss maintenance issues associated with areas covered by both PLSLWD conservation easement and City Drainage and Utility easement. • Held coordination meeting with Scott SWCD on various permit and BMP enforcement issues.	• Continue analysis and discussions regarding maintenance of areas with both D&U easements and conservation easements. • Work with two developers to secure conservation easements. • Work with two landowners on easement amendments.
Permitting *Project Lead: Joni*	• Working to issue Permit 24.02. • Performed construction inspections for open permits. • Provided review comments on two sites to LGU partner. • Advanced Rule J permitting process.	• Perform on-going construction inspections until permits can be closed. • Continue advancement of Rule J permitting process.

SEPTEMBER 2025 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Planning Activities *Project Lead: Joni, Emily, Danielle*	• Solicited suggested editions from partners for Fountain Hills Wetland Restoration Feasibility Study. Discussed edits with consultant. • Reviewed 2012 Comprehensive Wetland Plan in preparation of RFP for update. • Held meeting with Scott County and Scott SWCD staff regarding CD 13 regarding anticipated maintenance needs for next couple of years. • Held meetings with representatives from Sand Creek Township, Spring Lake Township, and City of Prior Lake to discuss potential transfer of drainage authority to PLSLWD. • Held bi-monthly coordination meeting with City of Prior Lake public works staff. • Hosted SCALE Water Committee meeting.	• Final edits to Fountain Hills Wetland Restoration Feasibility study based on board feedback. • RFP for Updated Comprehensive Wetland Plan.
Outlet Channel Projects and Administration *Project Lead: Emily/Jeff*	• Received first grant payment for pipelining. • Sought project closeout from engineer. • Received as-builts for pipelining. • Received funding support for participation on panel at regional conference for pipelining project. • Coordinated aquatic vegetation pile pick-up with City of Prior Lake. • Discussed outlet structure operating procedures relating to vegetation management. • Discussed including segment 4 erosion mitigation into 2026 segment 1 project. • Coordinated RFQ for fall woody invasives treatment. • Finalized contract for woody invasives. • Segment 1 bank stabilization contracting with EOR. • Held August 21 PLOC meeting.	• Complete grant reporting/invoicing on pipelining. • Present Prior Lake Outlet Structure standard operating procedures memo at October meeting.
General Administration *Project Lead: Joni/Emily*	• Researched potential premiums for Insurance Consortium. • Prepared resolution materials (for submission to Minnesota Watersheds) for statute revisions that would allow PLSLWD to join a self-insurance pool. • Issued RFP for personnel policy update and reviewed proposals.	• Submit resolution to Minnesota Watersheds, if approved by board. • Select and contract with personnel policy update consultant.

PLSLWD Board Staff Report
September 10, 2025

Subject	Minnesota Watersheds Resolution
Board Meeting Date	September 16, 2025 **Item No:** 7.2
Prepared By	Joni Giese, Administrator
Attachments	a) Background Information: 2025 Minnesota Watersheds Resolution b) Resolution Seeking Revision to Minnesota Statute 471.617 to Include Watershed Districts and Watershed Management Organizations
Proposed Action	Motion to authorize the District Administrator to submit the resolution background information and proposed resolution to Minnesota Watersheds, with any further non-substantive changes on advice of legal counsel.

Background

Minnesota Watershed annually solicits resolutions from its membership regarding potential issues to be included in the organization's legislative platform, and possibly, as one of the organizations' legislative priorities. A first round of resolutions was reviewed and voted on by Minnesota Watershed delegates on August 25, 2025. The Minnesota Watersheds' Executive Director indicated that additional resolutions can be submitted for consideration no later than September 30, 2025. Additional resolutions will be reviewed and voted on during Minnesota Watersheds' annual meeting in December.

Discussion

The issue addressed in the attached resolution was identified by the District after the initial deadline to submit resolutions to Minnesota Watersheds. The process of submitting a resolution to Minnesota Watersheds includes submitting the two attached documents. One document provides background information on the resolution and the second document is a proposed resolution for consideration by the Minnesota Watersheds Resolutions and Legislative Committee, who will make an approval/non-approval recommendation to voting delegates.

Recommended Action

Staff recommends a motion to authorize the District Administrator to submit the resolution background information and proposed resolution to Minnesota Watersheds, with any further non-substantive changes on advice of legal counsel.

Budget Impact

Staff time to prepare the resolution is covered under the general fund administrative salaries budget item.

Background Information
2025 Minnesota Watersheds Resolution

Proposed Watershed:	Prior Lake-Spring Lake Watershed District
Contact Name:	Joni Giese, Administrator
Phone Number:	952-440-0067
Email Address:	jgiese@plslwd.org
Resolution Title:	Resolution Seeking Revision to Minnesota Statute 471.617 to Include Watershed Districts and Watershed Management Organizations

Background that led to the submission of this resolution:
The Scott County Association for Leadership and Efficiency (SCALE) is currently studying the feasibility of creating a self-insurance pool for employee health benefits. Benefits of a self-insurance pool may include increased flexibility in employee health insurance plan design to better meet employees' needs. It may also result in lower employee health benefits costs for pool participants. Governmental entities currently investigating the self-insurance pool formation include Scott County, municipalities within Scott County, and the Prior Lake-Spring Lake Watershed District.

Minnesota Statute 471.617, Subdivision 2 states any two or more statutory or home rule charter cities, counties, school districts, or instrumentalities thereof which together have more than 100 employees may jointly self-insure for any employee health benefits. The current statute does not include Watershed Districts or Watershed Management Organizations in the list of political subdivisions allowed to jointly self-insure for employee health benefits.

Prior Lake-Spring Lake Watershed District advocates a revision to the statute to explicitly list Watershed Districts or Watershed Management Organizations to the list of political subdivisions that can self-insure for employee health benefits.

Efforts to solve the problem:
The issue has been brought to the attention of a state legislator who indicated an openness to address the issue. It was also brought forward to the SCALE legislative committee as a potential legislative priority for the 2026 session.

Is legislative action the best means of addressing the matter? If yes, what is the purpose or intent of your proposal? If not, what advocacy steps could be taken with state or local government officials?
Legislative action is required to change the statute. The intent of this proposal is to change Minnesota Statutes 471.617, Subdivisions 1 and 2 to include Watershed Districts and Watershed Management Organizations as authorized entities that can self-insure for employee health benefits.

Anticipated support or opposition:
Other governmental entities considering the formation of the self-insurance pool for employee health benefits may support this issue. Other Watershed Districts and Watershed Management Organizations who may be interested in a self-insurance approach for employee health benefits may support the issue. Opposition to the statute revision is not anticipated.

This issue: (check all that apply)

_____ Applies only to our district	___X___ Requires legislative action
_____ Applies only to 1 or 2 regions	_____ Requires state agency advocacy
___X___ Applies to the entire state	_____ Impacts Minnesota Watersheds bylaws or MOPP (*MOPP = Manual of Policies and Procedures)*

MINNESOTA WATERSHEDS RESOLUTION 2025-XX

Resolution Seeking Revision to Minnesota Statute 471.617 to Include Watershed Districts and Watershed Management Organizations

WHEREAS, Minnesota Statute 471.617 Self-Insurance of Employee Health Benefits, Subdivision 1 states a statutory or home rule charter city, county, school district, or instrumentality thereof which has more than 100 employees, may by ordinance or resolution self-insure for any employee health benefits; and

WHEREAS, Minnesota Statute 471.617, Subdivision 2 states any two or more statutory or home rule charter cities, counties, school districts, or instrumentality thereof which together have more than 100 employees, may jointly self-insure for any employee health benefits; and

WHEREAS, governmental entities within Scott County are considering the formation of a self-insurance pool for employee health benefits; and

WHEREAS, Prior Lake-Spring Lake Watershed District would like the opportunity to join the self-insurance pool; and

WHEREAS, Minnesota Statute 471.617, Subdivisions 1 and 2 do not expressly include Watershed Districts or Watershed Management Organizations in the list of political subdivisions allowed to self-insure for employee health benefits.

NOW, THEREFORE, BE IT RESOLVED that Minnesota Watersheds seeks to revision to Minnesota Statute 471.617, Subdivisions 1 and 2 to explicitly include “Watershed Districts or Watershed Management Organizations” to the list of political subdivisions allowed to self-insure for employee health benefits.

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT
Financial Report - Cash Basis
January 1, 2025 Through August 31, 2025

Program Element		2025 Source of Funds					2025 Actual Results		
		2025 Levy	Budget Reserve	Grant Funds/Fees	Budget Adjustment	2025 Budget	August 2025	YTD	YTD % of Budget
	General Fund (Administration)								
	Revenues								
	Property Taxes	$ 261,600	$ -	$ -		$ 261,600	$ -	$ 157,503	60%
	Interest	-	-	18,400		18,400	-	13,414	73%
	Other	-	-	-		-	-	11,440	0%
	Budget Reserves	-	30,000	-		30,000			
	Total Revenues	**$ 261,600**	**$ 30,000**	**$ 18,400**	**$ -**	**$ 310,000**	**$ -**	**$ 182,357**	59%
	Expenditures								
	Administrative Salaries and Benefits	$ 137,100	$ -	$ 18,400		$ 155,500	4,654	129,900	84%
	703 · Telephone, Internet & IT Support	19,500	-	-		19,500	3,256	11,424	59%
	702 - Rent	28,200	-	-		28,200	2,532	21,456	76%
	706 · Office Supplies	7,000	-	-		7,000	275	5,918	85%
	709 · Insurance and Bonds	13,000	-	-		13,000	-	13,354	103%
	710 · Office Expense Other	-	30,000	-		30,000	-	-	0%
	670 · Accounting	36,300	-	-		36,300	3,200	28,583	79%
	671 · Audit	11,000	-	-		11,000	-	11,025	100%
	903 · Fees, Dues, and Subscriptions	1,500	-	-		1,500	10	1,442	96%
	660 · Legal (not for projects)	8,000	-	-		8,000	1,609	5,097	64%
	General Fund (Administration) Expenditures	**$ 261,600**	**$ 30,000**	**$ 18,400**	**$ -**	**$ 310,000**	**$ 15,537**	**$ 228,199**	74%
	Net Change in General Fund	-	-	-	-	-	**(15,537)**	**(45,843)**	

No assurance is provided on this statement. See selected information.

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

Financial Report - Cash Basis

January 1, 2025 Through August 31, 2025

Program Element		2025 Source of Funds					2025 Actual Results		
		2025 Levy	Budget Reserve	Grant Funds/Fees	Budget Adjustment	2025 Budget	August 2025	YTD	YTD % of Budget
	Implementation Fund								
	Revenues								
	Property Taxes	$ 1,784,850	$ -	$ -	$ -	$ 1,784,850	$ -	$ 917,968	51%
	Grants/Fees	-	-	145,967	443,975	589,942	-	300,382	51%
	Interest	-	-	124,300	-	124,300	6,152	75,700	61%
	Sales/Other	-	-	-	-	-	-	18,738	0%
	Budget Reserves	-	988,908	-	11,300	1,000,208	-	-	0%
	Total Revenues	**$ 1,784,850**	**$ 988,908**	**$ 270,267**	**$ 455,275**	**$ 3,499,300**	**$ 6,152**	**$ 1,312,788**	38%
	Expenditures								
	Program Salaries and Benefits (not JPA/MOA)	$ 379,700	$ -	$ 124,300	$ -	$ 504,000	**$ 46,460.69**	**$ 300,950**	60%
Water Qual	550 - Spring Lake West IESF	$ -	$ -	$ -	$ 443,975	443,975	$ 3,323	$ 254,323	57%
Water Qual	550 - Swamp Lake	9,390	89,968	535,942	-	635,300	6,667	64,796	10%
Water Qual	550 -200th Street Pond Improvements	-	26,400	15,000	-	41,400	-	6,450	16%
Water Qual	550 - FeCl Site Improvements	154,500	116,700	-	-	271,200	346	247,976	91%
Water Qual	550 - Buck Stream Stabilization	-	-	-	7,500	7,500	550	5,380	72%
Water Qual	652 Farmer-led Council	72,000	-	-	-	72,000	15,939	24,133	34%
Water Qual	652 Cost-Share Incentives	88,000	-	-	-	88,000	19,998	32,458	37%
Water Qual	611 Highway 13 Wetland, FeCl system & Desilt, O&M	159,500	55,000	-	-	214,500	26,130	76,841	36%
Water Qual	611 Carp Management	88,500	-	-	-	88,500	6,286	42,622	48%
Water Qual	611 District Owned Parcels Maintenance	1,200	-	-	3,800	5,000	-	3,675	73%
Water Qual	611 Buck Stream Stabilization Parcel Maintenance	4,000	-	-	-	4,000	-	1,025	26%
Water Qual	611 Alum Internal Loading Reserve	200,000	-	-	-	200,000	10,629	30,253	15%
Water Qual	637 District Monitoring Program	89,100	-	-	-	89,100	31,975	56,059	63%
Water Qual	626 Planning and Program Development	32,000	-	-	-	32,000	672	18,984	59%
Water Qual	626 LGU Plan Review	3,000	-	-	-	3,000	-	-	0%
Water Qual	626 Engineering not for programs	21,000	-	-	-	21,000	3,325	14,717	70%
Water Qual	626 Debt Issuance Planning	15,000	-	-	-	15,000	-	-	0%
Water Qual	648 Permitting and Compliance	65,000	-	-	-	65,000	8,315	20,560	32%
Water Qual	648 Update MOAs with cities & county	-	5,000	-	-	5,000	327	600	12%
Water Qual	648 BMP and easement inventory & inspections	35,500	-	4,500	-	40,000	12,179	25,512	64%
Water Qual	626 Capital Project Planning (Prev: Upper Watershed Projects)	16,200	291,600	-	-	307,800	6,095	40,284	13%
Water Qual	626 Lake Ridge Stormwater Feasability Study	-	48,000	7,500	-	55,500	-	28,137	51%
	WQ TOTAL	**$ 1,053,890**	**$ 632,668**	**$ 562,942**	**$ 455,275**	**$ 2,704,775**	**$ 152,757**	**$ 994,782**	37%
Water Storage	550 District-wide Hydraulic & Hydrologic model	$ 4,000	$ -	$ -		$ 4,000	$ -	$ -	0%
Water Storage	626 Comprehensive Wetland Plan Update	-	35,500	-	-	35,500	-	-	0%
	WS TOTAL	**$ 4,000**	**$ 35,500**	**$ -**	**$ -**	**$ 39,500**	**$ -**	**$ -**	0%
AIS	611 Aquatic Vegetation Mgmt	$ 18,600	$ -	$ 12,000	$ -	$ 30,600	$ -	$ 11,470	37%
AIS	637 Boat inspections on Spring, Upper & Lower Prior	19,000	-	15,000	-	34,000	8,993	22,426	66%
	AIS TOTAL	**$ 37,600**	**$ -**	**$ 27,000**	**$ -**	**$ 64,600**	**$ 8,993**	**$ 33,895**	52%
Ed & Out	652 Education and Outreach Program	18,800	8,500	-		27,300	2,385	10,831	40%
	E&O TOTAL	**$ 18,800**	**$ 8,500**	**$ -**	**$ -**	**$ 27,300**	**$ 2,385**	**$ 10,831**	40%
	PLOC Contribution	**$ 108,125**	**$ -**	**$ -**	**$ -**	**$ 108,125**	**$ -**	**$ 93,596**	87%
	Debt Bond Payments	-	81,000	-		81,000	-	-	0%
	Total Implementation Fund	**$ 1,602,115**	**$ 757,668**	**$ 714,242**	**$ 455,275**	**$ 3,529,300**	**$ 210,596**	**$ 1,434,055**	41%
	Net Change in Fund Balance Implementation Fund	**182,735**	**231,240**	**(443,975)**	**-**	**(30,000)**	**(204,444)**	**(121,267)**	

	Grant Funds/Fees Anticipated					2025 Budget
	Interest Income (general fund & Implementation fund)			$ 142,700		$ 142,700
	648 New Easement Acquisition/Amendement Fees			4,500		4,500
	2025 WBIF Grant			104,967		104,967
	Spring Lake Twnshp Contribution (Fish Lake Mgmt Plan)			9,500		9,500
AIS	**611 Aquatic Vegetation Mgmt. (Scott County)**			27,000		27,000
	Total Grant Funds/Fees Anticipated			**$ 288,667**		**$ 179,000**

Fund Balance Commitments/Assingments		2025 (Budget)				
		12-31-24 Bal	Additions	Reductions	Amendments	12-31-25 Bal
	611 Alum Internal Loading Reserve	$ 910,000	$ -	$ -	$ -	$ 910,000
	626 Upper Watershed Projects (2024)/Capital Projects Planning (2025)	$ 291,600	$ -	$ -	$ -	$ 291,600
	Debt Payment Reserve	$ 180,000	$ -	$ -	$ -	$ 180,000
		$ 1,381,600	**$ -**	**$ -**	**$ -**	**$ 1,381,600**

No assurance is provided on this statement. See selected information.

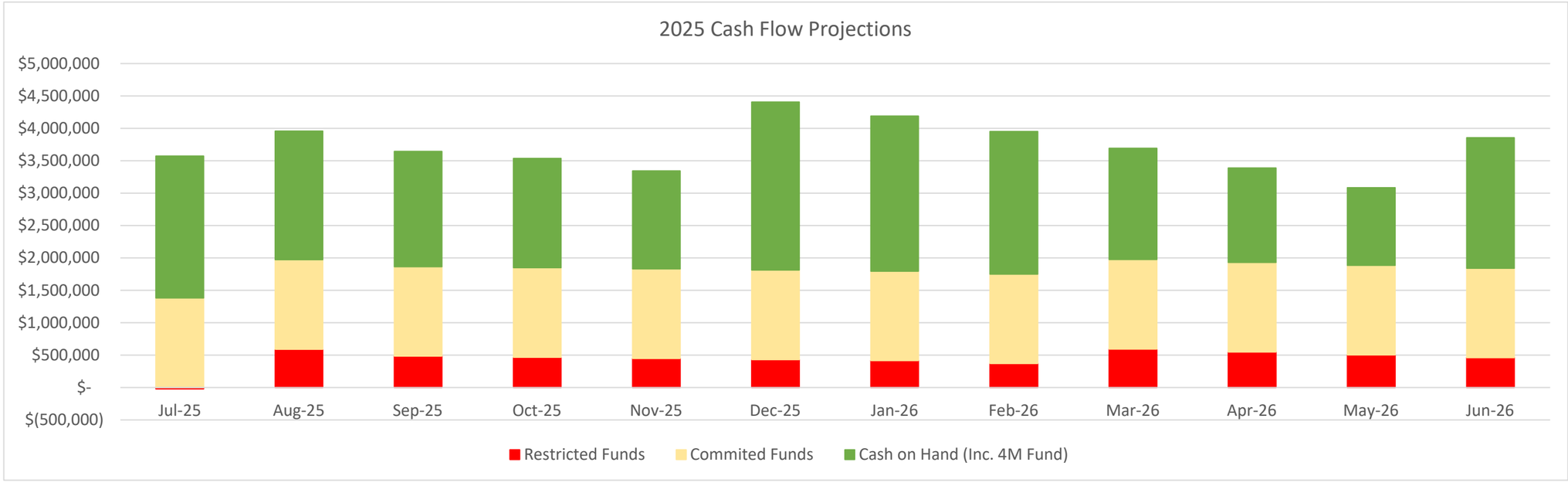
PLSLWD Monthly Treasurers Report Treasurer: Christian Morkeberg

Account balances as of 8/31/25

4M Fund (Checking Account)		$	2,035,820
4M Fixed Income		$	1,920,500
Total Uncleared Transactions		$	-
SUBTOTAL		**$**	**3,956,320**
RESTRICTED/COMMITTED FUNDS			
Restricted - Permit Deposits, etc. (350 & 360)		$	135,426
Restricted - PLOC Contingency Reserve (850)		$	265,913
Restricted - PLOC O&M Funds (830)		$	189,703
Committed - Alum Internal Loading Reserve		$	910,000
Committed - Upper Watershed Fund Balance(2024)/Capital Projects Planning (2025)		$	291,600
Committed - Debt Payment		$	180,000
TOTAL DISTRICT/PLOC RESTRICTED OBLIGATIONS	189703	**$**	**1,972,642**
Available cash at end of August 2025		**$**	**1,983,678**
	59.1%	*of 2025 Amended Budget*	

No assurance is provided on this statement. See selected information.

Month (End of Month)	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26
Restricted Funds	$ (21,415)	$ 591,042	$ 483,552	$ 466,062	$ 448,572	$ 431,082	$ 413,592	$ 369,217	$ 592,441	$ 548,066	$ 503,691	$ 459,316
Commited Funds	$ 1,381,600	$ 1,381,600	$ 1,381,600	$ 1,381,600	$ 1,381,600	$ 1,381,600	$ 1,381,600	$ 1,381,600	$ 1,381,600	$ 1,381,600	$ 1,381,600	$ 1,381,600
Cash on Hand (Inc. 4M Fund)	$ 2,191,740	$ 1,983,678	$ 1,779,263	$ 1,689,159	$ 1,511,744	$ 2,595,002	$ 2,394,264	$ 2,202,271	$ 1,719,726	$ 1,459,352	$ 1,198,978	$ 2,012,993
Total Cash on Hand	$ 3,551,925	$ 3,956,320	$ 3,644,415	$ 3,536,821	$ 3,341,916	$ 4,407,684	$ 4,189,456	$ 3,953,088	$ 3,693,767	$ 3,389,018	$ 3,084,269	$ 3,853,909



Draft Amounts subject to chanbge during audit preparation

No assurance is provided on these financial statements. See selected information

Cash Minimum Balance Alert $ 150,000

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total 2025
Cash on hand (beginning of month)	$ 3,932,022	$ 3,551,925	$ 3,956,320	$ 3,644,415	$ 3,536,821	$ 3,341,916	$ 4,407,684	$ 4,189,456	$ 3,953,088	$ 3,693,767	$ 3,389,018	$ 3,084,269	
Cash Receipts													
Property Tax Levy	$ -	$ -	$ -	$ -	$ -	$ 1,023,725	$ 7,000	$ -	$ -	$ -	$ -	$ 1,074,389	$ 2,105,114
BWSR WBIF	-	-	-	-	-	71,974	-	32,994	-	-	-	-	104,968
BWSR Programs & Projects Grant	-	-	-	-	-	186,000	-	35,387	-	-	-	-	221,387
Grants - Other	11,775	587,688	-	114,312	27,000	5,974	-	-	-	-	-	-	746,749
PLOC Contributions	-	28,366	-	-	-	-	-	-	267,599	-	-	-	295,965
Interest Income	7,269	6,152	11,892	11,892	11,892	11,892	11,167	11,167	11,167	11,167	11,167	11,167	127,990
Other Receipts	4,800	375	375	375	375	375	416	416	416	416	416	416	9,171
Total Cash Reciepts	$ 23,844	$ 622,581	$ 12,267	$ 126,579	$ 39,267	$ 1,299,940	$ 18,583	$ 79,964	$ 279,182	$ 11,583	$ 11,583	$ 1,085,972	$ 3,611,344
Total Cash Available	$ 3,955,866	$ 4,174,506	$ 3,968,587	$ 3,770,993	$ 3,576,088	$ 4,641,856	$ 4,426,267	$ 4,269,420	$ 4,232,270	$ 3,705,350	$ 3,400,601	$ 4,170,241	
Cash Paid Out													
Salaries and Per Diems	$ 72,351	$ 50,606	$ 55,953	$ 55,953	$ 55,953	$ 55,953	$ 58,592	$ 58,592	$ 58,592	$ 58,592	$ 58,592	$ 58,592	$ 698,321
Office Expense, Audit, Accounting	8,492	6,717	7,417	7,417	7,417	7,417	7,417	10,700	10,700	10,700	10,700	10,700	105,794
PLSLWSD Program Costs	321,440	157,266	153,312	153,312	153,312	153,312	153,312	202,665	202,665	202,665	202,665	202,665	2,258,591
PLOC Contribution	-	-	-	-	-	-	-	-	222,171	-	-	-	222,171
PLOC Operations	1,658	3,597	107,490	17,490	17,490	17,490	17,490	44,375	44,375	44,375	44,375	44,375	404,580
Debt Service		-	-	-	-	-		-	-	-	-	-	-
Other Disbursements													-
Subtotal	$ 403,941	$ 218,186	$ 324,172	$ 234,172	$ 234,172	$ 234,172	$ 236,811	$ 316,332	$ 538,503	$ 316,332	$ 316,332	$ 316,332	$ 3,689,457
Cash on Hand (end of month)	$ 3,551,925	$ 3,956,320	$ 3,644,415	$ 3,536,821	$ 3,341,916	$ 4,407,684	$ 4,189,456	$ 3,953,088	$ 3,693,767	$ 3,389,018	$ 3,084,269	$ 3,853,909	

Draft Amounts subject to chanbge during audit preparation

No assurance is provided on these financial statements. See selected information

PLSLWD
Cost Analysis
Year to Date 8/31/2025

	Year to Date 8/31/2025 Amount	% of total
Program staff costs	**$ 300,950**	**18.1%**
Consultants and Contractors		
EOR	178,234	
Finch Excavating	9,975	
WSB & Associates	53,285	
Scott Soil and Water Cons.	92,743	
Stantec Consulting Services Inc.	27,215	
RMB Environmental Labs	22,988	
HDR Engineering Inc.	2,945	
Waterfront Resorations	22,426	
PLM	10,149	
Vessco	525	
Kisters North America	5,400	
Total Mechanical Services	226,783	
Hawkins, Inc	36,908	
	689,577	**41.5%**
Hard costs, exclusive of prog staff & consultant costs	349,932	
	349,932	**21.1%**
Overhead and Administration		
Staff costs	129,900	
Audit/Accounting/Legal	44,705	
Other admin overhead	45,365	
IT Support (Rymark)	8,229	
	228,199	**13.7%**
Bonds payments	**-**	**0.0%**
PLOC Contribution	93,596	**5.6%**
Expenses excluding PLOC expenses per manager report	**$ 1,662,254**	**100.0%**

No assurance is provided on this statement. See selected information.
This statement omits required disclosures.
This statement is prepared on the cash basis of accounting.

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

WORKSHOP MEETING MINUTES
Tuesday, August 19, 2025
Prior Lake City Hall
4:00 PM

Members Present: Bruce Loney, Frank Boyles, Christian Morkeberg, Beverly Burnett, Matt Tofanelli

Staff & Consultants Present: Joni Giese, District Administrator
Emily Dick, Water Resources Project Manager
Jeff Anderson, Water Resources Coordinator
Danielle Studer, Water Resources Specialist
Carl Almer, EOR, District Engineer

Others Present: Lisa Quinn, Spring Lake Township
Kimberly Churchill, City of Prior Lake
Ryan Murr, Citizen Advisory Committee

The meeting was called to order at 4:00 PM.

Contribution to Spring Lake Park Signs
CAC member Ryan Murr presented to the Board the proposal for a $150 contribution towards Spring Lake park sign at Raymond Park. Discussion only, vote will occur at the August 19 board meeting.

Desilt Pond Analysis Findings
Program Coordinator Jeff Anderson and District Engineer Carl Almer presented an update of findings on the feasibility study for improvements to desilt pond. They presented a series of scenarios which combine different proposed improvements. Staff recommends Scenario 18 which includes improvements to the high flow bypass, outlet weir, and additional inlet. Scenario 18 would address all three goals: water quality improvement, carp exclusion, and increased monitoring ability. The cost effectiveness of Scenario 18 is estimated to be $50/lb and reduce an additional 266 lbs/year. The Board was in agreement that a three-element scenario is the best path forward (Scenarios 17-20).

Permitting LGU projects
District Administrator Giese presented on the topic of permitting local government units (LGU) partners. Currently the District rules state that the District will permit LGU partners. Recent experiences suggest that the District should retain permitting of LGU partners. Recent instances of improperly constructed stormwater BMPS, District requests for additional sediment and erosion control practices, along with a beneficial second set of eyes on construction plan reviews all warrant continued permitting of LGUs. The other LGUs also do permit District projects.

2026 Budget Draft
Administrator Giese presented the third draft budget for discussion purposes. The third draft was informed by feedback from the July Board Workshop to include costs of management of County Ditch 13. Based on the current draft of the Scott County tax impact statement, the proposed 5.3% levy increase would result in a 2026 tax rate that is .004% higher than the 2025 tax rate. There will be a public hearing and preliminary levy approval at the August 19th board meeting to adopt this proposed budget. The budget cannot be increased from that point but can be decreased until the end of the year.

SCALE Legislative Priorities
District Administrator Giese presented an update on SCALE legislative priorities. SCALE is soliciting all members for legislative priorities for 2026. The Board provided support for the existing list of priorities from 2025. The Board requested to confirm that the list includes a legislative priority which maintains an LGU's zoning authority, especially in reference to density. There was discussion about adding a legislative priority to allow watershed management organizations to participate in self-funded benefit pools. Board discussed attempting to broach potential statute revisions that would allow watershed management organizations to participate in self-funded benefit pools through the Minnesota Watersheds resolution process.

Administrator Report
- Held an informational meeting with financial advisors in relation to anticipated bonding needs in 2027. Bundling projects is more cost effective. It is advised to ensure the projects are certain to be implemented. There may be an opportunity for bonding alignment with the County. Estimates received assumed funds would be available May 2026, and payments would begin December 2027. Annual Debt service levies would be roughly between $130,000-$220,000/year.
- Received an agreement with the DNR and have installed an AIS removal station (CD3) at Sand Point Park boat ramp.
- The FeCl study conducted earlier this year recommended an increased dose during summer months. Due to the higher dose rates and wet year, it is anticipated that we will go over budget on FeCl treatment by about $25,000. The 2026 budget will take into account the new dosing, but precipitation and flow will still cause variances year to year.
- Held coordination meetings to shift permitting for Rule J to the District. The changes will require a change to the District's rules.
- Microsoft enhanced security on the platform that now limits the District's ability to share files. It was proposed that the District may shift to digital packets in the future.

Liaison Updates

District Partner Reports

- *Spring Lake Township*- None.
- *City of Prior Lake*- Segment 1 of the Hwy 13 trail is starting and should be two thirds complete by the end of the summer. Markley Lake is at high water elevation. Low flow gates were opened on July 27th. When Prior Lake gets to 903.5 the City starts selling sandbags. There will be a park referendum in November. The Cora development adjacent to City Hall may be coming forward for development review. The City recently held discussions about electric recreation vehicle (e-bikes, scooters, dirt bikes, etc) regulations.

Manager Liaison Reports

- *CAC*- Met at Island View HOA shoreline restoration. Dick Schirber gave a report on an example of weed harvesting to improve water quality. Received committee reports on outreach to local businesses and groundwater research.
- *Scott SWCD*- Jim Fitzsimmon's supervisor post has been replaced with Pete Beckius. Discussed attendance of each other's meetings. SWCD has 125 active projects and 2,000 acres in cover crops. Changes are being made to cost share to incorporate extra federal funding available to SWCD. Nominations were made for conservation awards (agricultural producers, rural residential, community groups, urban/lakeshore owners). Manager Morkeberg was nominated in the urban/lakeshore category.
- *Sand Creek Township*- None.
- *Spring Lake Township*- None.
- *Lower Minnesota Watershed District*- Hosted another summer boat tour on the Minnesota River. Scott County is advocating maintaining five board members but reallocating two to Scott County, as Scott County is the largest and most populous area in the district.
- *Scott County*- None.
- *Scott WMO*- Tour at O'Dowd's Lake on September 15th. Staff are still going through prioritization for Watershed Management Plan. Potentially a 5-6% increase in budget.
- *Shakopee*- None.
- *SCALE*- Fire departments are going through large changes.
- *Minnesota Watersheds*- None.
- *PLOC Cooperators*- None.
- *Farmer-Led Council*- None.

Respectfully Submitted,
Emily Dick
8/19/2025

REGULAR MEETING MINUTES
Tuesday, August19, 2025
Prior Lake City Hall
6:00 PM

Members Present: Bruce Loney, Christian Morkeberg, Frank Boyles, Matt Tofanelli, Bev Burnett

Staff & Consultants Present: Joni Giese, District Administrator
Jeff Anderson, Water Resources Coordinator
Emily Dick, Water Resources Project Manager
Danielle Studer, Water Resources Specialist
Carl Almer, EOR, District Engineer

Others Present: Lisa Quinn, Spring Lake Township
Ann Williamson, EOR

- **1.0 CALL TO ORDER & PLEDGE OF ALLEGIANCE:**
  - Meeting was called to order by President Loney at 7:05pm. Everyone in attendance recited the Pledge of Allegiance.

- **2.0 PUBLIC COMMENT**
  - None

PUBLIC HEARING – ORDER UPPER PRIOR LAKE ALUM TREATMENT PROJECT

- Motion to open public hearing by Manager Boyles; 2nd by Manager Burnett; Passed 5-0.
- No responses from the public.
- Motion to Close public hearing by Manager Burnett; 2nd by Manager Boyles; Passed 5-0.

PUBLIC HEARING – 2026 BUDGET AND LEVY CERTIFICATION

- Motion to open public hearing by Manager Boyles; 2nd by Manager Morkeberg; Passed 5-0.
- No responses from the public.
- Motion to Close public hearing by Manager Morkeberg; 2nd by Manager Burnett; Passed 5-0.

- **3.0 APPROVAL OF AGENDA**
  - Motion to approve agenda by Manager Burnett; 2nd by Manager Tofanelli; Passed 5-0.

- **4.0 OTHER OLD/NEW BUSINESS**

4.1 Programs & Projects Update

- Staff provided a report of its many activities for the preceding month, and some upcoming events.
  - Prior Lake is at 902.87, Spring Lake is at 911.10. A new tank level sensor was installed that now allows staff to better monitor chemical levels in the tank and order new FeCl on a timely basis. Staff presented information on the District's adaptive lake management approach. With high water levels, staff have been busy cleaning vegetation from the outlet structure grates. New water sensors provide staff warnings when vegetation is building up on the grates and impacting water movement. Staff opened the low flow gate for a short period of time based on assessment of potential high lake levels using a new assessment protocols being developed with the district engineer. Projected rains did not materialize, and the low flow gate was closed again. Staff provided a recap of the carp carnival and the Starry Trek event. Upcoming events include the Fall Community Fest. Staff will be providing information about chloride pollution and appropriate salting practices to reduce chloride pollution.
- Project Updates:
  - The District has secured an easement needed to advance the Spring West IESF project.
  - FeCl system: Last item replaced, building complete, working on final punchlist items for driveway.
  - Swamp Lake IESF: Contractors indicated construction starting on August 25, 2025. The project grant includes education and outreach components. Planned education and outreach products will be different than our typical approach and provide good materials for this purpose.
  - PLOC Lining: project is complete; staff is wrapping up final paperwork; receipt of first installment of grant funds expected later in the week.
  - Farmer Led Council (FLC): Scott SWCD secured additional grant funds that will be used to incentivize new farmers to try conservation farming techniques.

4.2 Upper Prior Lake Alum Treatment (Phase II) Project Ordering

- Presented by Emily Dick
- Manager Boyles motioned to adopt Resolution 25-399: Ordering the Upper Prior Lake Alum Treatment (Phase II) Project. 2nd by Manager Morkeberg. Passed 5-0.

4.3 Upper Prior Lake Alum Treatment: EOR Scope of Services

- Presented by Emily Dick
- Manager Morkeberg motioned to approve the EOR Scope of Services for Upper Prior Lake Alum Treatment Assistance and to authorize the District Administrator

to enter change orders in an aggregate amount not to exceed $1,992, or 10% of the contract NTE. 2nd by Manager Boyles. Passed 5-0.

4.4 Upper Prior Lake Alum Treatment (Phase II) – Authorization to Solicit Bids

- Presented by Emily Dick
- Manager Morkeberg motioned to authorize solicitation of competitive bids for the Upper Prior Lake Alum Treatment (Phase II) project, with any further non-substantive changes on advice of engineering and legal counsel. 2nd by Manager Tofanelli. Passed 5-0.

4.5 2026 Levy and Budget Certification – Resolution 25-400

- District Administrator Giese presented the proposed 2026 budget and levy.
- Manager Morkeberg motioned to adopt Resolution 25-400 Certifying the 2026 Administrative and Metropolitan Water Management Tax Levy in the amount of $2,156,000 and adopting the 2026 Budget in the amount of $3,988,456. 2nd by Manager Tofanelli. Passed 5-0.

4.6 CAC Recommendation: Contribution to Spring Lake Park Signs

- Presented by Danielle Studer.
- Motion to approve a contribution of $150 to Spring Lake Township for the purpose of printing new park signage by Manager Tofanelli, 2nd by Manager Morkeberg, passed 5-0.

- **5.0 TREASURER'S REPORT**

Treasurer Morkeberg summarized the financial information for the period ended July 31, 2025, including:

5.1 Monthly Financial Reports

- Financial Report
- Treasurers Report
- Cash Flow Projections
- Cost Analysis

- **6.0 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.
    - 6.1 Meeting Minutes – July 15, 2025, Board Workshop
    - 6.2 Meeting Minutes – July 15, 2025, Board Meeting
    - 6.3 Meeting Minutes – May 29, 2025, CAC Meeting
    - 6.4 Claims List and Bank Purchase Card Expenditures
    - 6.5 Resolution 25-401: Amending the 2025 Budget to Establish the 405-General Fund, 710-Office Expense Other Budget Line Item
  - Motion to approve consent agenda by Manager Burnett, 2nd by Manager Tofanelli, passed 5-0.

- **7.0 UPCOMING MEETING/EVENT SCHEDULE:**
  - PLOC Cooperators Meeting, Thursday, August 21, 2025, 12:00 pm (Prior Lake City Hall – Parkview Conference Room)
  - Board of Managers Workshop, Tuesday, September 16, 2025, 4:00 pm (Prior Lake City Hall – Parkview Conference Room)
  - Board of Managers Meeting, Tuesday, September 16, 2025, 6:00 pm (Prior Lake City Hall – Council Chambers)
  - CAC Meeting, Thursday, September 21, 2025, 6:00 pm (Prior Lake City Hall – Wagon Bridge Conference Room)

- **8.0 ADJOURNMENT**
  - Motion to adjourn by Manager Morkeberg, 2nd by Manager Tofanelli, passed 5-0.
  - Meeting adjourned at 7:00 pm.

Respectfully Submitted,
Ben "Beverly" Burnett, PLSLWD Secretary, 9/8/25

9/16/2025

Prior Lake Spring Lake Watershed District
Claims list for Invoice Payments due for the prior month

Managers will consider approving this claims list - Staff payroll and benefits, Manager per diems, and Health insurance premiums have already been paid via ACH transfers. After the managers vote, two Managers will approve individual payments via BILL within three days of the meeting for approved claims. Then, staff will release payment via BILL to the claims list parties.

Vendor	Invoice Link	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
EOR (August Invoice)	x		
Capital Projects		FeCl3 Site Improvements	$ 349.25
		Swamp Lake IESFFinal Design & CMS	$ 4,384.30
Operations & Maintenance Projects		Desiltation Pond Outlet & High Flow Bypass FS	$ 2,085.50
Planning & Program		General Engineering	$ 1,253.50
		Capital Project Assistance- 200 St Pond	$ 621.50
		Capital Project Assistance- Desilt Improvements	$ 109.00
Regulation		Permitting	$ 599.50
		Rule Revisions	$ 545.00
		Local Water Plan & Regulation MOA Updates	$ 109.00
Blue Water Science	x	Curlyleaf Pond Surveys	$ 6,750.00
CLA		Bill.com Fees	$ 182.00
Gopher State One Call	x	Email Ticket	$ 1.35
HDR Engineering Inc.	x	Project Management/Website Support	$ 521.60
RMB	x	Ferric Monitoring	$ 1,958.00
	x	Lakes Monitoring	$ 1,715.00
	x	Watershed Monitoring	$ 2,771.00
	x	SWAG Monitoring	$ 360.00
Scott County	x	Sand Filter Project Legal Fees	$ 2,515.00
Smith Partners	x	Water Resource Plan - Spring Lake West	$ 703.70
		Water Resource Plan - FeCl	$ 838.10
		Water Resource Plan - Swamp IESF	$ 501.40
		Contracting	$ 144.50
		Permitting	$ 373.50
Spring Lake Township	x	New Park Signs Contribution	$ 143.00
WSB	x	Carp Carnival	$ 1,572.75
	x	Fountain Hills Wetland Study	$ 3,316.00
	x	2025 Carp Management Services	$ 2,349.50
Total Mechanical Services	x	Ferric Chloride Building Improvements	$ 11,935.96
Xcel Energy	x	Utilities	$ 14.76
		Subtotal	**$ 48,723.67**
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
EOR		2025 PLOC Engineering Assistance	$ 327.00
		2025 PLOC Engineering Assistance	$ 54.50
		2025 PLOC Engineering Assistance	$ 523.25
		2025 PLOC Invasive Plant Management	$ 760.30
		PLOC Segment 1 North Channel Enhancement	$ 54.50
CLA		PLOC Accounting	$ 1,100.00
WSB	x	PLOC Construction Services	$ 638.75
Insituform Technologies	x	PLOC Lining Improvements	$ 42,712.32
		Subtotal	**$ 46,170.62**
3. Payroll, Office and Overhead			
ADP Manager Per Diems			$ 1,065.00
ADP Staff Payroll			$ 23,630.27
ADP Taxes & Benefits			$ 21,452.91
NCPERS	x	October Premiums	$ 96.00
Reliance Standard	x	September LTD and STD Premiums	$ 974.35
HealthPartners	x	September Health Insurance Premiums	$ 7,846.97
City of Prior Lake	x	Rent (October 2025)	$ 2,532.40
CLA	x	Monthly Accounting and Interest	$ 2,475.00
		Monthly Payroll Processing Fees	$ 400.00
		Technology and Client Support Fee	$ 198.75
MetroSales Inc	x	Contract Equipment rental rate September - October	$ 155.00
Rymark	x	September Billing (7 workstations)	$ 1,270.91
	x	USB Recovery	$ 1,449.85
Smith Partners		General Legal and Meetings	$ 173.40
		General Admin and Legal Services	$ 1,560.60
Star Tribune	x	Alum Treatment - Public Hearing Notice	$ 116.92
		2026 Budget & Levy - Public Hearing Notice	$ 104.28
		Capital Projects - Public Hearing Notice- Hwy 13 Wetland	$ 70.57
		Capital Projects - Public Hearing Notice- Desilt Improvem	$ 70.58
		Capital Projects - Public Hearing Notice- Segment 1 Bank	$ 70.57
US Bank	x	August 7 - September 6 Billing	$ 1,645.21
		Subtotal	**$ 67,359.54**
		TOTAL CLAIMS 9/16/2025	**$ 162,253.83**

Prior Lake-Spring Lake Watershed District
US Bank Transactions through 9/6/2025

Trans Date	Merchant Name	Amount	Receipt Link	Staff Approval	Class	Customer	Expense	Description
8/5/2025	VeeroTech	$ (251.40)	x	Teresa Gostonczik	405 General Fund		703 Telephone, Internet & IT support	Credit for double charge of annual fee
8/6/2025	Shell Oil	$ 60.75	x	Zach Nagel	637 Monitoring & Research	Equipment Storage & Maintenance	801 Gas, Mileage	Truck Gas
8/9/2025	Microsoft	$ 4.99	x	Joni Giese	626 Planning	Planning and Program Development	903 Dues, Fees, Subscriptions	Software subscription
8/12/2025	Prior Lake Ace Hardware	$ 35.29	x	Zach Nagel	637 Monitoring & Research	Aquatic Vegetation Management	876 Field Equipment & Maintenance	CD3 Install Tools
8/12/2025	Eileens Colossal Cookies	$ 11.84	x	Emily Dick	652 Education & Outreach	Farmer-Led Council	902 Meals and Lodging	FLC meeting food
8/12/2025	Jimmy Johns	$ 121.25	x	Emily Dick	652 Education & Outreach	Farmer-Led Council	902 Meals and Lodging	FLC meeting food
8/12/2025	PandaDoc Inc	$ 35.00	x	Teresa Gostonczik	626 Planning	Planning and Program Development	903 Dues, Fees, Subscriptions	Software subscription
8/13/2025	Holiday Stations	$ 54.04	x	Zach Nagel	637 Monitoring & Research	Equipment Storage & Maintenance	801 Gas, Mileage	Boat Gas
8/18/2025	Shell Oil	$ 58.41	x	Zach Nagel	637 Monitoring & Research	Equipment Storage & Maintenance	801 Gas, Mileage	Truck Gas
8/19/2025	Jimmy Johns	$ 120.75	x	Teresa Gostonczik	626 Planning	Planning and Program Development	902 Meals and Lodging	Board Workshop/Meeting Meals
8/20/2025	Gertens	$ 23.78	x	Emily Dick	550 Capital Projects	Swamp Lake IESF	876 Field Equipment & Maintenance	Birdhouse to secure camera at Swamp IESF
8/20/2025	Davanni's	$ 107.81	x	Teresa Gostonczik	PLOC 839	PLOC Administrative Expenses	902 Meals and Lodging	PLOC Cooperators Meeting Meals
8/21/2025	Davanni's	$ 23.29	x	Teresa Gostonczik	PLOC 839	PLOC Administrative Expenses	902 Meals and Lodging	PLOC Cooperators Meeting Dessert
8/21/2025	Northwest Meadowscapes	$ 373.66	x	Emily Dick	550 Capital Projects	Buck Stream Stabilization	876 Field Equipment & Maintenance	Scythe, whetstone for invasive maintenance
8/21/2025	U of MN Continuing Education	$ 50.00	x	Danielle Studer	626 Planning	Training	903 Dues, Fees, Subscriptions	MAISRC Research and Mgmt Showcase
8/23/2025	Adobe Inc.	$ 92.06	x	Teresa Gostonczik	626 Planning	Planning and Program Development	903 Dues, Fees, Subscriptions	Software subscription
8/25/2025	Three Rivers Park District	$ 262.50	x	Danielle Studer	652 Education & Outreach	Events/Tours	903 Dues, Fees, Subscriptions	Geocaching Watershed Week
8/25/2025	Amazon	$ 3.98	x	Jeff Anderson	637 Monitoring & Research	Equipment Storage & Maintenance	876 Field Equipment & Maintenance	Mini Fuse Kit (RETURNED)
8/25/2025	Etsy	$ 101.85	x	Emily Dick	550 Capital Projects	Swamp Lake IESF	876 Field Equipment & Maintenance	Swamp IESF model container
8/27/2025	Amazon	$ 6.99	x	Jeff Anderson	637 Monitoring & Research	Equipment Storage & Maintenance	876 Field Equipment & Maintenance	Micro Fuse Kit
9/1/2025	Dakotah Meadows Mini Storage	$ 90.00	x	Jeff Anderson	611 Operations & Maintenance	Fish Mgmt - Equipment, Storage & Maintenance	903 Dues, Fees, Subscriptions	Storage Unit
9/2/2025	Prior Lake Amoco	$ 71.52	x	Zach Nagel	637 Monitoring & Research	Equipment Storage & Maintenance	876 Field Equipment & Maintenance	Oil Change
9/2/2025	Shell Oil	$ 61.36	x	Zach Nagel	637 Monitoring & Research	Equipment Storage & Maintenance	801 Gas, Mileage	Truck Gas
9/2/2025	Verizon Wireless	$ 30.08	x	Jeff Anderson	637 Monitoring & Research	Equipment Storage & Maintenance	903 Dues, Fees, Subscriptions	Cell Data
9/4/2025	Michael's	$ 41.63		Emily Dick	550 Capital Projects	Swamp Lake IESF	876 Field Equipment & Maintenance	Modgepodge
9/4/2025	The Home Depot	$ 48.37		Emily Dick	550 Capital Projects	Swamp Lake IESF	876 Field Equipment & Maintenance	Swamp IESF model materials
9/5/2025	Group Greeting	$ 5.41		Joni Giese	405 General Fund		710 Office Expense Other	Manager card
	TOTAL	**$ 1,645.21**						

PLSLWD Board Staff Report
September 9, 2025

Subject |	Spring Lake West IESF: EOR Scope of Services
Board Meeting Date |	September 16, 2025 **Item No:** 9.4
Prepared By |	Danielle Studer, Water Resources Specialist
Attachments |	EOR Scope of Services: Spring Lake West IESF Design & Construction Management
Proposed Action |	Motion to approve the EOR Scope of Services for Spring Lake West IESF Design & Construction Management and to authorize the District administrator enter into change orders in an aggregate amount not to exceed $11,410, or 10% of the contract NTE.

Background

In response to high nutrient loading in the Spring Lake West subwatershed, a feasibility study was completed in 2022. The preferred design option would remove an estimated 138 lbs of phosphorus from the system each year through an iron-enhanced sand filter. Easement negotiations have shifted the location and shape of the design, but area and volume of the design remain the same and will provide removal rates consistent with the preferred design. In response to progressing easement negotiations, on April 15, 2025, a public hearing was held, and Board of Managers ordered the Spring Lake West Iron-Enhanced Sand Filter Project. A project easement was executed and recorded in August of 2025.

Discussion

Following staff's request, EOR has prepared a Scope of Services to complete final design, permitting, and bid and construction administration for the Spring Lake West Iron-Enhanced Sand Filter project. Staff recommend contracting with EOR because of the firm's proven expertise in designing and evaluating the performance of iron-enhanced sand filters. EOR also completed the 2022 Spring Lake West Subwatershed BMP Feasibility Study and has provided design and cost-estimate support throughout the Spring Lake West easement negotiations, giving the firm a unique familiarity with this project.

Recommended Action

Staff recommend approval of the EOR Scope of Services for Spring Lake West IESF Design & Construction Management and authorization of the District administrator enter into change orders in an aggregate amount not to exceed $11,410, or 10% of the contract NTE.

Budget Impact

The cost associated with the proposed activity is $114,100 and will be covered under budget item 550-Spring Lake West IESF.

SCOPE OF SERVICES

SPRING LAKE WEST IESF DESIGN & CONSTRUCTION MANAGEMENT

PLSLWD	
CLASS:	550 Spring Lake West IESF
PROJECT:	Spring Lake West IESF Final Design & Construction Management

EOR			
JOB:	00758-0195		
PHASE:	N/A	TASK:	N/A

START DATE: 10/1/2025 END DATE: 12/31/2027

TOTAL PROJECT BUDGET: $114,100

OVERVIEW OF PROJECT SCOPE: The District completed a feasibility study to reduce nutrient loading from the Spring Lake West subwatershed in 2022. The feasibility study assessed eight Iron-Enhance Sand Filter (IESF) configurations on two properties. Estimated performance of the preferred option (Option 1) was a load reduction to Spring Lake of 138 lbs/yr of Total Phosphorus, based on the estimated pollutant loading (from District monitoring data) and the size of the IESF. Project siting and configuration has since been revised through landowner engagement and easement negotiations; however, the concept design has been maintained to be consistent with the overall area and volume of filter media as the original Option 1. A public hearing for project ordering was held at the April 15, 2025, Board meeting. An easement for this project has been executed and recorded in August 2025. Advancing project design in 2025 would assist with preparation of grant applications by mid-2026, with anticipated construction as early as fall but more likely in 2027.

The purpose of this scope of services is to advance the concept design to final design, bidding and construction with the understanding that all work shall be completed within the project easements. The following provides an overview of the anticipated EOR team, engineering tasks with associated hours and cost to complete the final design plan, solicit public bids, and oversee construction of the Spring Lake West IESF. In addition, this scope of services includes development of an O&M plan to guide future inspection, maintenance, monitoring, sampling, and IESF media replacement.

PROJECT TEAM

PLSLWD	
PROJECT LEAD:	Danielle Studer, Water Resources Specialist
OTHER STAFF:	Emily Dick, Water Resources Project Manager Joni Giese, District Administrator
EOR	
PROJECT LEAD:	Carl Almer (42)
OTHER STAFF:	Dan Mossing (171), Kyle Crawford (15), Britta Carlson (178), Paul Nation (10), Bill Yu (12), Joey Casteneda (28), John Sarafolean (100), Jimmy Marty (32)

SUMMARY OF TASKS

TASK 1: Data Collection & Concept Design Refinement	
SUMMARY:	EOR staff will collect field data necessary to refine the concept design for the ditch diversion, any pretreatment measures, and IESF. Data to be collected includes soil borings (to characterize soils to be exported offsite and for structural considerations for the ditch diversion), topographic survey with utility locates, and wetland delineation. The wetland delineation will be completed along the south side of the ditch and a WCA application for Wetland Boundary and Type Determination will be submitted for WCA TEP review and approval. A refined concept design will be prepared in consultation with District staff. Potential modifications include, but are not limited to, pretreatment options, diversion options (weir or structure as opposed to a berm), inlet gate and by-pass, and knife gates along tile outlet lines to control flow if preferential use of IESF media occurs. Opinions of probable cost will be prepared for alternate design options explored.
DELIVERABLES:	1) Existing conditions survey 2) Geotechnical report – provided by geotechnical subconsultant 3) Wetland delineation report and WCA application forms 4) Updated concept plan and opinions of probable cost
TIMELINE:	October – November, 2025
ESTIMATED COSTS:	$27,300 (including 3 soil borings and geotechnical subconsultant report)
TASK 2: 60% Plans, SEQ/EOPC, & Permitting	
SUMMARY:	This task includes preparation of a preliminary (60%) plan set for the overall system. Any substantive design changes from the feasibility study will be modeled to ensure water quality performance remains at least as good as expected. An updated statement of quantities (SEQ) and opinion of probable costs will also be prepared. Supporting exhibits and narratives will be completed for obtaining necessary permits (a Scott County permit for grading, access, and traffic control is the only permit anticipated). A coordination meeting will be conducted with District staff to review the 60% plan set. Comments received will be addressed with submittal of the 95% plan set.
DELIVERABLES:	1) 60% plan set 2) Updated SEQ and opinion of probable cost 3) Exhibits and narratives for obtaining permits
TIMELINE:	December 2025 – January 2026
ESTIMATED COSTS:	$25,500

TASK 3: 95% Plans, Specifications & Bid Package	
SUMMARY:	This task includes preparation of a detailed (95%) plan set, specifications and contact documents that will ultimately form the bid package for public bidding and construction. The plan set will include a location map, SEQ, existing and proposed contours, plan cross sections and details, construction staging notes, erosion control measures and standard plates, traffic control, and site access and restoration details. An updated opinion of probable costs will also be prepared. The 95% plans will be transmitted to District staff and attorney for final comments.
DELIVERABLES:	1) 95% plan set, specifications and contract documents 2) Updated SEQ and opinion of probable cost 3) Updated easement exhibit, if necessary
TIMELINE:	February – March, 2026
ESTIMATED COSTS:	$13,500
TASK 4: Final Bid Package	
SUMMARY:	This task includes addressing all prior plan comments and preparation of the final bid package for bidding and construction.
DELIVERABLES:	1) Final bid package 2) Advertisement for Bid (Word document) for noticing by District staff in District official newspaper
TIMELINE:	April 2026
ESTIMATED COSTS:	$3,300
TASK 5: Bidding, Contract Management & Construction Observation	
SUMMARY:	This task includes managing all aspects of public bidding (publication in QuestCDN, pre-bid meeting, response to bid questions, addendum(s) as necessary, bid opening, review and tabulation of bids, recommendation for award), managing the construction contract (notice of award, contract submittals, notice to proceed, pay requests, project close-out), and construction services (pre-construction meeting, construction observation, closeout punch list, final inspection, and as-built record drawing). In addition, this task includes development of an O&M plan to guide future inspection, maintenance, monitoring, sampling and IESF media replacement.
DELIVERABLES:	1) Bid tabulation and award recommendation 2) Notice of award and notice to proceed 3) Preconstruction meeting minutes 4) Pay request recommendations 5) Construction observation records 6) Closeout punch list 7) As-built record drawing 8) Operations and Maintenance Plan
TIMELINE:	Fall 2026 – Fall 2027 (TBD based on funding – grants, levy, bonding)
ESTIMATED COSTS:	$44,500

ESTIMATED COST SUMMARY

DESCRIPTION		HOURS/ QUANTITY	ESTIMATED COST
TASK 1:	Data Collection & Concept Design Refinement	100	$27,300
TASK 2:	60% Plans, SEQ/EOPC, & Permitting	150	$25,500
TASK 3:	95% Plans, Specifications & Bid Package	80	$13,500
TASK 4:	Final Bid Package	20	$3,300
TASK 5:	Bidding, Contract Management & Construction Observation	240	$44,500
EXPENSES:	Soil Borings Equipment rental Mileage	****Included in the above estimated costs****	
		TOTAL	**$114,100**

NOTE: Actual costs may differ from the estimated task costs, but the project must not exceed the TOTAL. Task 1 utilizes 2025 rates, Tasks 2-4 utilizes 2026 rates, and Task 5 utilizes estimated 2027 rates.

ASSUMPTIONS: The estimated cost summary for the execution of the tasks in this Scope of Services is based upon the following assumptions:

1) District staff will submit notices of Advertisement for Bid and Public Hearing in District newspaper, as necessary.
2) Anticipated duration of construction is a maximum of 30 days
3) If extended vegetation warranty is desired for proposed buffer, the SWCD will be engaged for inspection of vegetation establishment.

SIGNATURES:

The services described in this Scope of Services are being provided in accordance with the Master Services Consulting Agreement between PLSLWD and EOR dated January 17, 2024. Any changes to the project team, tasks, deliverables, timeline, or total cost will require a signed amendment/update to this Scope of Services.

Prior Lake-Spring Lake Watershed District		Emmons & Olivier Resources, Inc.	
Signature:		Signature:	
Name:	Joni Giese	Name:	Carl K. Almer
Title:	District Administrator	Title:	Water Resources Lead
Date:		Date:	

Subject	Highway 13 Wetland Excavation Engineering Scope of Services
Board Meeting Date	September 16, 2025 **Item No:** 9.5
Prepared By	Emily Dick, Water Resources Project Manager
Attachments	EOR Scope of Services for Highway 13 Wetland Enhancement
Proposed Action	Motion to approve the EOR Scope of Services for Highway 13 Wetland Enhancement and to authorize the District administrator enter into change orders in an aggregate amount not to exceed $10,470, or 10% of the contract NTE.

Background

The District completed the construction of the Highway 13 Wetland Enhancement project in 1997 to provide pretreatment for the ferric chloride system. Since that time, the basin has been providing pretreatment by settling solids in the wetland and therefore making application of ferric chloride chemical more effective downstream. The District has been monitoring sediment accumulation in the wetland and conducted surveys in 2017 and 2024. The 2024 survey completed by EOR found that 9,500 cubic yards of sediment have accumulated in the basin above the 1997 excavation depths (909).

EOR recommended considering maximum excavation to provide additional sediment storage, reduce risk of resuspension, increase duration between excavations, and enhance the ecological functions of the wetland and adjacent buffer. The maximum permissible depth without wetland impact was estimated to be 906.5 and 16,500 cubic yards of sediment removal. Total project costs for engineering, permitting, legal, construction, landowner agreement and construction administration is estimated at $682,700. The proposed timeline for this project includes sediment coring in 2025; design, permitting, and landowner agreement in 2026; and excavation in 2027.

Discussion

The attached scope of services includes engineering services needed to advance the Highway 13 Wetland Excavation. Approval of the scope of services will allow for fall soil sampling to inform landowner discussions and disposal estimates. Additionally, several associated permits require significant lead time to enact prior to construction.

Recommended Action

Motion to approve the EOR Scope of Services for Highway 13 Wetland Enhancement and to authorize the District administrator enter into change orders in an aggregate amount not to exceed $10,470, or 10% of the contract NTE.

Budget Impact

The cost associated with design and permitting is currently covered under 2025 budget item 611-Highway 13 Wetland, FeCl System & Desilt, O&M, and 2026 budget item 550-Highway 13 Excavation.

PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

EOR water ecology community

SCOPE OF SERVICES

HIGHWAY 13 WETLAND ENHANCEMENT

PLSLWD		EOR			
CLASS:	550 Highway 13 Wetland Excavation	JOB:	00758-0196		
PROJECT:	Highway 13 Wetland Enhancement	PHASE:	N/A	TASK:	N/A

START DATE: 9/30/2025 END DATE: 7/1/2027

TOTAL PROJECT BUDGET: $104,700

OVERVIEW OF PROJECT SCOPE: The Highway 13 wetland enhancement project builds off previous site assessments that calculated the volume of sediment accumulation within the wetland since baseline surveys were completed in 2010. Based on the wetland bathymetric survey completed in 2024, approximately 9,500 cubic yards of sediment have accumulated in the wetland above the original maximum depth of the two deeper pools (909.0). Results of the survey indicated most of the wetland is less than two feet deep, and the accumulated sediments are susceptible to resuspension from wave action and high flows through the wetland which may result in sediment release to the ferric chloride desiltation pond.

Maintenance recommendations provided by EOR in 2024 included excavating these pools deeper to provide additional sediment storage capacity and to reduce the risk of resuspension and increase the duration between maintenance activities. Maximum permissible depth is anticipated to be 906.5 as excavation below this elevation would be considered wetland impact (conversation to open water). Therefore, it was recommended that the wetland be excavated to 906.5 (estimated removal of 16,500 cubic yards) to enhance wetland sediment storage capacity and to enhance the ecological functions of the wetland and adjacent buffer.

The purpose of this scope of services is to conduct field surveys and sediment analyses, develop and advance a concept design to final design, develop plan quantities and costs, obtain permits, assist with bidding, and conduct construction management services. It is anticipated that field work, landowner outreach, and a draft 30% design will be completed in 2025; 60% and final plans, permitting, and bidding will be completed in 2026; and construction implementation will occur in 2027. The following provides an overview of the anticipated EOR team, primary tasks, and associated hours and cost to complete project design and implementation of the Highway 13 wetland enhancement project.

PROJECT TEAM

PLSLWD	
PROJECT LEAD:	Emily Dick, Water Resources Project Manager
OTHER STAFF:	Joni Giese, District Administrator Jeff Anderson, Water Resources Coordinator
EOR	
PROJECT LEAD:	Carl Almer (26)
OTHER STAFF:	Dan Mossing (240), Tiffany Mueller (80), Mike Majeski (89), Jimmy Marty (46), Joey Casteneda (8), Stu Grubb (2)

SUMMARY OF TASKS

TASK 1: Data Collection, Sediment Coring, and Landowner Outreach	
SUMMARY:	EOR staff will characterize wetland soil samples utilizing a geotechnical subconsultant to determine sediment composition and quality. Samples will be collected at a depth sufficient to meet MPCA dredge materials guidelines. The results of the soils analysis will be relayed to PLSLWD staff and the landowner to determine if excavated soils can be stockpiled in an adjacent field for reuse or if they require offsite disposal. This task also includes meetings with the landowner to discuss the initial design, site access options, and project scheduling to inform crop planting activities. A draft easement map for permanent access and potential construction staging area(s) will be prepared for landowner discussion. It is anticipated that EOR will attend two meetings with the landowner during this task.
DELIVERABLES:	1) Soil sampling at three locations and 6 sieve samples per MPCA Managing Dredge Materials guidance document 2) Geotechnical report – provided by geotechnical subconsultant 3) Landowner outreach support materials including draft easement map, GIS shapefile
TIMELINE:	September – November, 2025 (soil sampling & geotechnical report September 2025 – October 2026 (landowner outreach)
ESTIMATED COSTS:	$16,400 (including 3 sediment cores, 6 sieve sites, and geotechnical report)

TASK 2: Draft Design, 30%-Final Plans, Specifications & Bid Package	
SUMMARY:	This task includes development of 30% draft plans to final plans. In addition to basin excavation, sediment delta excavation and woody debris removal will be considered in 30% design and progressed if beneficial. A statement of estimated quantities (SEQ), engineer's opinion of probable cost (EOPC), and two site access alternatives will be developed at the 60% plan level that will be included in a submittal to District staff for review. A coordination meeting will be conducted with District staff and the landowner to review the 60% plan set and proposed access routes, and comments received will be addressed in the 95% plan set. The 95% plan set will include project specifications and contact documents that will ultimately form the bid package for bidding and construction. The final plan set will include a location map, SEQ, existing and proposed wetland bathymetry, construction staging notes, erosion control measures, traffic control (if necessary for offsite haul), standard plates, site access (including post-project maintenance access) routes and easement, vegetation restoration, and habitat enhancement details. Habitat enhancement elements will provide wetland impact mitigation if necessary for permanent access, as well as consider other potential water quality benefits from upland buffer woodland and riparian vegetation management and habitat enhancements, for example anchored turtle loafing logs and small gamefish habitat. The 95% plans will be transmitted to District staff and attorney for final comments.
DELIVERABLES:	1) 30%, 60%, 95% and final plans 2) SEQ, EOPC, and proposed access routes at 60% and 95% plans 3) Project specifications & construction documents 4) Bid package
TIMELINE:	November – December, 2025 (base mapping & 30% design) January – October, 2026 (60% - final plans, specifications, bid package)
ESTIMATED COSTS:	$34,200

TASK 3: Permitting & Related Services	
SUMMARY:	This task includes conducting a Level 2 wetland delineation and participation in a TEP field review, preparation of permit applications and submittals, and drafting a stormwater pollution and prevention plan.
DELIVERABLES:	1) Wetland delineation & TEP review 2) Permit applications (USACE, DNR, County, Watershed) 3) SWPPP document
TIMELINE:	September – November, 2025 (wetland delineation & TEP review) August – September, 2026 (permit submittals)
ESTIMATED COSTS:	$13,100

TASK 4: Bidding, Construction Management & Observation	
SUMMARY:	Construction management services will include assistance with construction bidding (provide responses to questions as needed), contractor recommendation, pre-construction meeting, construction observation (up to 30 days), project close-out inspection, preparation of contractor punch list, and complete as-built record drawing.
DELIVERABLES:	1) Advertisement for Bid (Word document) for noticing by District staff in District official newspaper 2) Bid tabulation and award recommendation 3) Notice of award and notice to proceed 4) Preconstruction meeting minutes 5) Construction observation & records 6) Pay request recommendations 7) Closeout punch list 8) As-built record drawing
TIMELINE:	January – June, 2027
ESTIMATED COSTS:	$41,000

ESTIMATED COST SUMMARY

DESCRIPTION		HOURS/ QUANTITY	ESTIMATED COST
TASK 1:	Data Collection, Sediment Coring, Landowner Outreach	38	$16,400
TASK 2:	Draft Design, 30%-Final Plans, Specifications & Bid Package	192	$34,200
TASK 3:	Permitting & Related Services	72	$13,100
TASK 4:	Bidding, Construction Management & Observation	189	$41,000
EXPENSES:	Soil coring & lab analysis Equipment rental Mileage	****Included in the above estimated costs****	
		TOTAL	**$104,700**

NOTE: Actual costs may differ from the estimated task costs, but the project must not exceed the TOTAL.

ASSUMPTIONS: The estimated cost summary for the execution of the tasks in this Scope of Services is based upon the following assumptions:

1) Bathymetry data collected in 2024 will be used to delineate areas of excavation and locations of proposed sediment cores for lab analysis.
2) Any application/permit fees associated with the project will be billed directly to the District .
3) District staff will submit notices of Ad for Bid and Public Hearing in District newspaper.
4) Anticipated duration of construction is expected to be a maximum of 30 days with frozen ground conditions (January-March 2027)
5) Post construction vegetation inspections to be completed by District or Scott SWCD staff (spring/summer 2028 if construction completed in 2027).

SIGNATURES:

The services described in this Scope of Services are being provided in accordance with the Master Services Consulting Agreement between PLSLWD and EOR dated January 17, 2024. Any changes to the project team, tasks, deliverables, timeline, or total cost will require a signed amendment/update to this Scope of Services.

Prior Lake-Spring Lake Watershed District		Emmons & Olivier Resources, Inc.	
Signature:		Signature:	
Name:	Joni Giese	Name:	Carl K. Almer
Title:	District Administrator	Title:	Water Resources Lead
Date:		Date:	