AGENDA
Tuesday, December 13, 2016
6:00 PM
Prior Lake City Hall
www.plslwd.org

BOARD OF MANAGERS:
Curt Hennes, President; Marianne Breitbach, Vice President;
Charlie Howley, Secretary; Woody Spitzmueller, Treasurer; Fred Corrigan, Manager

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

Board Workshop 5:00 PM – Wagon Bridge Conference Room (Downstairs)

1. District Auditor Discussion (closed discussion)
2. Final 2017 Budget & Levy
3. MAWD Workshop Recaps

6:00 – 6:05 PM
1.0 BOARD MEETING CALL TO ORDER & PLEDGE OF ALLEGIANCE

6:05 – 6:10 PM
2.0 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, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

6:10 – 6:15 PM
3.0 APPROVAL OF AGENDA (Additions/Corrections/Deletions)

PUBLIC HEARING 2017 FINAL BUDGET & LEVY****
• 2017 Budget—Resolution 16-307 (Preliminary adoption at 9/13 Board Meeting)
• 2017 Levy—Resolution 16-308 (Preliminary adoption at 9/13 Board Meeting)

Recognition of Commissioner Barbara Marschall and Mayor Ken Hedberg

6:25 – 6:30 PM
4.0 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.
4.1 Meeting Minutes: November 15th Workshop, November 15th Board Meeting (2 attachments)
4.2 CAC Minutes: No meeting in November

6:30 – 6:40 PM
5.0 TREASURER’S REPORT
5.1 Claims List (Vote) (1 attachment)
5.2 Cash & Investments (Discussion Only) (1 attachment)
5.3 Financial Report (Discussion Only) (2 attachments)

6:40 – 7:45 PM
6.0 OTHER OLD/NEW BUSINESS
6.1 Manager Presentations (Discussion Only)
6.2 Programs & Projects Update (Discussion Only) (1 attachment)
6.3 Election of Officers and Liaison Assignments
6.4 Acceptance of Final Stormwater Management & Flood Mitigation Study (Vote) (1 attachment)
7.0 UPCOMING MEETING/EVENT SCHEDULE:

- CAC MEETING FROM 6:30-8:00 P.M. ON THURSDAY, DECEMBER 15
Resolution 16-307
Adopting the 2017 Budget

WHEREAS the Prior Lake-Spring Lake Watershed District (PLSLWD) is a watershed management organization and political subdivision of the State of Minnesota established under and operating with powers and purposes set forth at Minnesota Statutes Chapters 103B and 103D;

WHEREAS the PLSLWD has an approved watershed management plan under Minnesota Statutes Section 103B.231;

WHEREAS the PLSLWD Board of Managers ("Board") prepared a proposed budget for 2017 and on September 13, 2016, with due notice in accordance with Minnesota Statutes Section 103D.911, held a public hearing on the budget at which time all interested parties had an opportunity to address the Board; and

WHEREAS the Board has considered the expressed views of all interested parties, the priorities for PLSLWD action in 2017, and the fiscal effects of PLSLWD expenditures on taxpayers;

THEREFORE, BE IT RESOLVED that the Board hereby adopts a budget of $1,383,728 for 2017, as follows:
➢ General Fund: $173,050
➢ 509 Implementation Fund: $1,049,303
➢ Debt Service Fund: $161,375

The question was on the adoption of the Resolution and there were 4 yeas and 0 nays as follows:

BREITBACH Yea
CORRIGAN
HENNES
SPITZMUELLER
HOWLEY

Upon vote, the chair declared the resolution adopted.

Charles Howley, Secretary

Dated: 9/13/2016

Res. 16-307
September 2016
Resolution 16-308
Certifying the 2017
Administrative and Metropolitan Water Management Tax Levy

WHEREAS the Prior Lake-Spring Lake Watershed District (PLSLWD) is a watershed management organization and political subdivision of the State of Minnesota established under and operating with powers and purposes set forth at Minnesota Statutes Chapters 103B and 103D;

WHEREAS the PLSLWD has an approved watershed management plan under Minnesota Statutes Section 103B.231;

WHEREAS the PLSLWD Board of Managers ("Board"), following due notice and public hearing, by Resolution 16-307 adopted a 2017 budget of $1,383,728;

WHEREAS Minnesota Statute Section 103D.905, subdivision 3, authorizes the PLSLWD to levy an ad valorem tax on real property within the PLSLWD for the administrative expenses of the District not to exceed $250,000.00;

WHEREAS Minnesota Statutes Section 103B.241, subdivision 1, authorizes the PLSLWD to levy an ad valorem tax on real property within the PLSLWD sufficient to pay the increased costs to the PLSLWD to prepare and implement its watershed management plan;

THEREFORE, BE IT RESOLVED that in accordance with Minnesota Statutes Section 103D.915, the Board hereby approves and certifies to the Scott County Auditor an ad valorem levy in the total amount of $1,310,000 to be levied on all taxable property within the PLSLWD, composed of the following:

➢ $173,050 for the General Fund under authority of Minnesota Statutes Section 103D.905, subdivision 3;

➢ $1,136,950 to implement the watershed management plan under Minnesota Statutes Section 103B.241, consisting of:
  • $975,575 for the general projects and programs of the PLSLWD; and
  • $161,375 for the Debt Service Fund for repayment of bonds issued by the PLSLWD under authority of Minnesota Statutes Section 103D.335, subdivision 1.

Res. 16-308
September 2016
The question was on the adoption of the Resolution and there were 4 yeas and 0 nays as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Yea</th>
<th>Nay</th>
<th>Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>BREITBACH</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CORRIGAN</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HENNES</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SPITZMUELLER</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HOWLEY</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Upon vote, the chair declared the resolution adopted.

Charles Howley, Secretary  

Dated: 9/13, 2016
WORKSHOP MEETING MINUTES
Tuesday, November 15, 2016

Prior Lake City Hall

Members Present: Curt Hennes, Woody Spitzmueller, Charlie Howley, Fred Corrigan & Marianne Breitbach

Staff Present: Diane Lynch, District Administrator

Others Present: Brett Emmons, EOR

The meeting was called to order by Curt Hennes, Board President, at 5:00 p.m.

PRAP Comments
Diane Lynch reviewed the document with the Board and asked for any comments that would be delivered to BWSR. Members commented about the tone of the comments about the District’s “internal focus” and lack of understanding about the District’s flood efforts and the impact on our operation. Diane will e-mail those and other comments to BWSR by the deadline of November 15.

MAWD Resolutions
Marianne Breitbach and Fred Corrigan will be the District’s voting representatives at the MAWD Annual Conference on December 1-3. Diane reviewed the resolutions that will be considered. The Board Members commented on their positions regarding the various resolutions.

2017 Activities: Board Officers and Governance Manual Update
Board Officers and Liaisons will be voted on at the December meeting. Diane indicated that the Governance Manual be updated because it was adopted in September 2012 and should be updated every 5 years. Staff will begin revising it mid-year 2017.

Inquiries on the Upper Prior Alum Treatment
The Board will follow the procedure outlined EOR’s memo dated September 14, 2016. Diane will develop financing options and a checklist for the Board to determine when an alum treatment could be done.

____________________________
Charlie Howley, Secretary
**REGULAR MEETING MINUTES**  
*Tuesday, November 15, 2016*  
*Prior Lake City Hall*  
*6:00 PM*

**Members Present:** Curt Hennes, Charlie Howley, Marianne Breitbach, Fred Corrigan & Woody Spitzmueller

**Staff & Consultants Present:** Diane Lynch, District Administrator  
Maggie Karschnia, Water Resources Project Manager  
Jaime Rockney, Water Resources Specialist  
Kathryn Keller-Miller, Water Resources Assistant  
Brett Emmons, EOR

**Others Present:** Barbara Marschall, Scott County  
Steve Pany, CAC

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Hennes at 6:15 PM.

- **2.0 PUBLIC COMMENT:** None

- **3.0 APPROVAL OF AGENDA:**  
Manager Breitbach moved to approve the agenda. Second by Manager Corrigan. All ayes.  
Motion passed 5-0.

- **4.0 CONSENT AGENDA:**  
Manager Breitbach moved to approve the consent agenda. Second by Manager Spitzmueller. All ayes.  
Motion passed 5-0.

- **5.1 CLAIMS LIST:**  
Manager Corrigan moved to approve the claims list. Second by Manager Breitbach. All ayes.  
Motion passed 5-0.

- **5.2 & 5.3 CASH & INVESTMENTS/FINANCIAL REPORT**  
Manager Spitzmueller gave updates on financial statements, cash and investments.
OTHER OLD/NEW BUSINESS

- **6.1 MANAGER PRESENTATIONS**
  Board of Managers gave brief comments about different liaison meetings they have attended in the last month.

- **6.2 PROGRAMS & PROJECTS UPDATE**
  Staff gave verbal updates on current and future projects and activities.

- **6.3 2016 EASEMENT COMPLIANCE SUMMARY**
  Kathryn Keller-Miller presented on the 2016 Conservation Easements the District is working on, updating on status and future work.

- **6.4 COST SHARE PROJECTS UPDATE**
  Diane Lynch provided an overview on all the cost share projects YTD the District has been participating in with the help of the SWCD (Soil & Water Conservation District).

- **6.5 FERRIC CHLORIDE WETLAND STORAGE ANALYSIS (TASKS 1 & 4)**
  Brett Emmons, EOR, presented a Scope of Work for the Cost-Benefit Analysis & Landowner Outreach. Manager Breitbach moved to approve Task 1 (Survey & Model Refinement) and Task 4 (Stakeholder Meeting). Second by Manager Spitzmueller. All ayes. Motion passed 5-0.

- **7.0 UPCOMING MEETINGS/EVENT SCHEDULE**
  - CAC MEETING, 6:30-8:00 PM, THURSDAY, DECEMBER 15TH.
  - FLOOD STUDY PUBLIC MEETING, 6:30-8:00 PM, WEDNESDAY, NOVEMBER 16TH

**ADJOURNMENT**
Manager Corrigan moved to adjourn meeting. Second by Manager Spitzmueller. Meeting adjourned at 7:45 PM.

___________________________
Charlie Howley, Secretary
Managers will consider approving this claims list – Staff payroll and Manager per diems have already been paid via ADP. After the managers vote, two Managers will sign checks within three days of the meeting for approve claims.

Staff will request that all vendors provide information on their invoices to fit into the categories below.

### 1. Watershed District Projects (excluding staff payroll)

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Invoice</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barr Engineering</td>
<td>21701062.00-2</td>
<td>Spring Lake Phase II, Sediment Monitoring</td>
<td>640.00</td>
</tr>
<tr>
<td>City of Prior Lake</td>
<td>5363</td>
<td>Rotary Gateway Garden</td>
<td>2,475.28</td>
</tr>
<tr>
<td>EOR</td>
<td>00758-0016</td>
<td>509 Implementation</td>
<td>1,500.25</td>
</tr>
<tr>
<td>EOR</td>
<td>00758-0096</td>
<td>Lower Prior Protection CWP Implementation</td>
<td>567.44</td>
</tr>
<tr>
<td>ID Threads</td>
<td>334125</td>
<td>Lab Analysis</td>
<td>270.00</td>
</tr>
<tr>
<td>RMB</td>
<td>330907</td>
<td>Lab Analysis</td>
<td>270.00</td>
</tr>
<tr>
<td>RMB</td>
<td>334125</td>
<td>Lab Analysis</td>
<td>270.00</td>
</tr>
<tr>
<td>RMB</td>
<td>319717</td>
<td>Lab Analysis</td>
<td>425.00</td>
</tr>
<tr>
<td>RMB</td>
<td>321540</td>
<td>Lab Analysis</td>
<td>425.00</td>
</tr>
<tr>
<td>RMB</td>
<td>326239</td>
<td>Lab Analysis</td>
<td>425.00</td>
</tr>
<tr>
<td>RMB</td>
<td>330901</td>
<td>Lab Analysis</td>
<td>510.00</td>
</tr>
<tr>
<td>Science Museum</td>
<td>17-0161</td>
<td>Sediment Sample/Analysis</td>
<td>11,000.00</td>
</tr>
<tr>
<td>Smith Partners</td>
<td>38408</td>
<td>Water Resources Plan</td>
<td>82.00</td>
</tr>
<tr>
<td>SpeeDee Delivery</td>
<td>23391</td>
<td>Lab Analysis</td>
<td>63.55</td>
</tr>
<tr>
<td>Visu-Sewer</td>
<td>28152</td>
<td>Man Hole Repair</td>
<td>30,200.00</td>
</tr>
<tr>
<td>WSB</td>
<td>03032-010 14</td>
<td>Carp Removal</td>
<td>17,284.75</td>
</tr>
<tr>
<td>Xcel</td>
<td>525450453</td>
<td>November Charges</td>
<td>13.95</td>
</tr>
</tbody>
</table>

**Total:** 66,659.72

### 2. Outlet Channel - JPA/MOA (excluding staff payroll)

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Invoice</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>EOR</td>
<td>00758-0111</td>
<td>PLOC FEMA Bank Repair Management</td>
<td>834.00</td>
</tr>
<tr>
<td>EOR</td>
<td>00758-0109</td>
<td>PLOC FEMA Culvert Repairs</td>
<td>604.25</td>
</tr>
<tr>
<td>EOR</td>
<td>00758-0102</td>
<td>PLOC Seg 5 Sediment Removal</td>
<td>1,018.50</td>
</tr>
<tr>
<td>EOR</td>
<td>00758-0036</td>
<td>PLOC JPA Engineering Assistance</td>
<td>1,830.75</td>
</tr>
<tr>
<td>EOR</td>
<td>00758-0101</td>
<td>PLOC Tree &amp; Debris Removal</td>
<td>79.25</td>
</tr>
<tr>
<td>Messerli &amp; Schadow</td>
<td>38409</td>
<td>November Service</td>
<td>1,057.50</td>
</tr>
<tr>
<td>Smith Partners</td>
<td>38409</td>
<td>PLOC</td>
<td>369.00</td>
</tr>
</tbody>
</table>

**Total:** 5,793.25

### 3. Payroll, Office and Overhead

- ADP Manager Per Diems: Already Paid, 993.46
- ADP Staff Payroll: Already Paid, 24,122.13
- ADP Taxes & Benefits: Already Paid, 15,890.80
- Connexus Credit Union: Health Savings Account, 115.38
- HSA Bank: Health Savings Account, 115.38
- HealthPartners: Dental Insurance, 278.70
- Iceberg Web Design: Website Hosting, 19.99
- Messerli & Schadow: November Service, 663.75
- NCPERS: Life Insurance, 32.00
- Oliver Swehla: Professional Service, 342.00
- Prior Lake Chamber of Commerce: Annual Dues, 25.00
- SW Newsmedia: Legal Notice, 76.59

**Total:** 42,675.18

### 4. Debt repayment and Interest

- 0.00

**Total:** 115,128.15

X__________________________  X__________________________
## Projects Update

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>LAST MONTH’S STAFF ACTIVITIES</th>
<th>NEXT STEPS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Ferric Chloride Feed System Redesign</strong>&lt;br&gt;Ferric Chloride System (Class 550)&lt;br&gt;Project Lead: Jaime</td>
<td>• None</td>
<td>• N/A</td>
</tr>
<tr>
<td><strong>CR 12/17 Wetland Restoration</strong>&lt;br&gt;Upper Watershed Volume Reduction Grant (741)&lt;br&gt;Project Lead: Maggie</td>
<td>• Lowered the water level of the eastern wetland. This management technique will help encourage vegetation development in the edge areas this spring and will allow the wetland to completely freeze over and winterkill any carp that may have gotten in before the barriers were installed last spring.</td>
<td>• Move the large sign to a better viewpoint.&lt;br&gt;• Continue to work with County on resolving punchlist items.&lt;br&gt;• Prescribed burn in spring.</td>
</tr>
<tr>
<td><strong>Lower Prior Lake Diagnostic Study Implementation</strong>&lt;br&gt;LPDS Grant (Class 743)&lt;br&gt;Project Lead: Maggie</td>
<td>Indian Ridge Park:&lt;br&gt;• Construction work complete.&lt;br&gt;Fairlawn Shores:&lt;br&gt;• Corresponded with City on potentially expanding original design.</td>
<td>• Continue to explore a potential project at Sand Point Beach Park.&lt;br&gt;• Work with City on alternative plans for Fairlawn Shore site.</td>
</tr>
<tr>
<td><strong>Carp Management</strong>&lt;br&gt;In Lake Management (Class 611)&lt;br&gt;Project Lead: Amy &amp; Maggie&lt;br&gt;Carp Management Project (Class 747)&lt;br&gt;Project Lead: Maggie</td>
<td>• Completed seine event on Upper Prior Lake and caught a total of 413 carp.&lt;br&gt;  ➢ PIT tagged 150 carp and released them back into the lake.&lt;br&gt;  ➢ Inserted the final four radio-tags into carp and re-released them.&lt;br&gt;  ➢ Removed the remaining 1.9 tons of carp from the lake and disposed of them at the SMSC organic Recycling Facility.</td>
<td>• Purchase and install receivers for PIT tags.&lt;br&gt;• Coordinate winter seining efforts on Spring and Upper Prior Lake.&lt;br&gt;• WSB will continue to track the radio-tagged carp.&lt;br&gt;• Identify locations to install carp barriers this spring. Get easements and permits that are needed.</td>
</tr>
<tr>
<td><strong>Clean Water Fund Grants: Fish Point Park</strong>&lt;br&gt;Fish Point Park (Class 745)&lt;br&gt;Project Lead: Maggie</td>
<td>• Trees were planted by the wetland pond at the request of neighboring landowners to provide screening.&lt;br&gt;• Nominated for and was one of three finalists for the MAWD Project of the Year.</td>
<td>• Design, order and install educational signs for site.</td>
</tr>
</tbody>
</table>
### Projects Update

<table>
<thead>
<tr>
<th>PROJECT</th>
<th>LAST MONTH’S STAFF ACTIVITIES</th>
<th>NEXT STEPS</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>H&amp;H Study</strong></td>
<td>• Final Community Meeting held on November 16</td>
<td>• City Council will vote on the Study on 12/12</td>
</tr>
<tr>
<td><em>Project Lead: Diane &amp; Maggie</em></td>
<td>• Final Draft of the Study now on website</td>
<td>• PLSLWD Board will vote on the Study on 12/13</td>
</tr>
</tbody>
</table>
| **Raymond Park Restoration Project** | • Awarded DNR CPL grant.  
• Began completing necessary paperwork and documents to receive grant. | • Coordinate with Great River Greening and the City of Prior Lake to begin planning and scheduling for project.  
• Start working on necessary permits for project.  
• Restoration work is anticipated to begin this spring/summer. |
| *Project Lead: Kathryn*      |                                                                                               |                                                                           |
# Operations Update

<table>
<thead>
<tr>
<th>PROGRAM</th>
<th>LAST MONTH’S STAFF ACTIVITIES</th>
<th>NEXT STEPS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monitoring</td>
<td>• Collected equipment</td>
<td>• Download level loggers</td>
</tr>
<tr>
<td>Monitoring and Data Acquisition (Class 637)</td>
<td></td>
<td>• Start crunching data</td>
</tr>
<tr>
<td>Project Lead: Jaime</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ferric Chloride System Operations</td>
<td>• Collected 4 stream samples</td>
<td>• Download level loggers</td>
</tr>
<tr>
<td>Ferric Chloride System (Class 611)</td>
<td>• Inspected station 3x/week until shut down</td>
<td>• Review equipment quote</td>
</tr>
<tr>
<td>Project Lead: Jaime</td>
<td>• Downloaded Ultrasonic Distance Sensor</td>
<td>• DMR Report</td>
</tr>
<tr>
<td></td>
<td>• Completed monthly DMR report</td>
<td>• Annual Report</td>
</tr>
<tr>
<td></td>
<td>• Installed 14 ninebark shrubs along Highway 13 to block snowmobilers from entering the stream that leads up to the FeCl pond.</td>
<td>• IBP report</td>
</tr>
<tr>
<td></td>
<td>• Shut down site for winter with help of Prior Lake staff</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Permitting</td>
<td>• Corresponded with City of Savage on upcoming Zinran Avenue project.</td>
<td>• Meet with City of Savage to discuss upcoming Zinran Avenue project.</td>
</tr>
<tr>
<td>Regulation (Class 648)</td>
<td>• Reviewed Certificate of Completion submitted for Permit #10.02 Jeffers Waterfront.</td>
<td>• Continue to inspect, follow-up on and close remaining open permits.</td>
</tr>
<tr>
<td>Project Lead: Maggie &amp; Kathryn</td>
<td>• Continued to inspect the #16.01 Manitou Road project which is nearly complete.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Completed follow-up inspection for the #15.01 Mushtown Road project which still has some loose ends that need to be tied up.</td>
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</tbody>
</table>
## Operations Update

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</table>
| **BMP Inspections**          | • Revised draft for A722055 easement amendment Agreement & Amendment based on legal description.  
                                • Met with the landowner for Easement A569271 to help them resolve the easement violations on their property.  
                                • Scheduled a meeting with the City of Savage to discuss the two encroachment violations from development projects in the City of Savage adjacent to two of the District's easements.  
                                • Responded to three easement landowner concerns involving fallen trees and flooding issues in their wetland. | • Review amendment requests as they are received.  
                                • Create baseline documentation for each conservation easement property.  
                                • Work with landowners of A722055 to obtain necessary mortgage consents and to get both the Agreement & Easement signed and recorded.  
                                • Continue to contact and meet with easement landowners to communicate easement restrictions and address any violations.                                                                                                                                                                    |
| **Citizen Advisory Committee** |                                                                                                                                                                                                                                                                                                                                                             | • Next CAC meeting is on December 15                                                                                                                                                                                                 |

Project Lead: Maggie & Kathryn

Project Lead: Diane

Education and Outreach (Class 652)
# Operations Update

<table>
<thead>
<tr>
<th>PROGRAM</th>
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</tr>
</thead>
</table>
| **Website and Media**                  | • Website articles posted—Clean Water Clean-Up results; Water Quality Improvement Award Winners; carp seining  
  Education and Outreach (Class 652)  
  **Project Lead: Diane**  
  • Facebook: Reed Canary Grass; Chinese and Banded Mystery Snails; non-native waterlilies; Japanese Beetle; invasive species of the week; bottled water on tap; photos and map of carp; Biobase; reposting articles: Scott County; Lower Mn; false indigo shrub; de-icing salt; Free Park Friday; State of the River Report Stewardship Guide; Opt Outside on Black Friday; buckthorn—Scott SWCD;  
  • Twitter: Carp article; carp map; photo of Lower Prior; forward: Christmas trees; climate change; tweets of FB articles  
  • PLA: Carp seining; flood study meeting  
  • Received interpretive signs for Spring Lake Restoration Project. Working with County to receive right-of-way permit which will be required to install the signs along the sidewalk of CR-12.  
  • Continue writing posts and updates about projects  
  • Will tweet and/or update Facebook about projects & news. |
| **Cost Share Program**                 | • Review first two quarter applicants  
  Land Mgmt (Class 611)  
  **Project Lead: Diane**  
  • Met with Tony Robling on his property to review the boundaries for the potential wetland expansion. Explored potential funding options with BWSR staff through their wetland bank programs.  
  • Ongoing outreach to urban and rural landowners thru the SWCD  
  • Review third quarter results  
  • Continue to explore funding options for Robling. |
| **Aquatic Vegetation Management and Surveys** (Class 626 and 637)  
  **Project Lead: Jaime**                  |                                                                                                                                                                                                                                   | • Reports completed                                                                                                                                                                                      |
### Operations Update

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</thead>
<tbody>
<tr>
<td><strong>Planning (Class 626) and Admin (Class 405)</strong>&lt;br&gt;<strong>Project Lead: Diane</strong></td>
<td>• Weekly Staff Meetings&lt;br&gt;• MAWD Annual Meeting&lt;br&gt;• MN Groundwater Association Conference&lt;br&gt;• Common Misconceptions of Alum workshop&lt;br&gt;• Surface Water Sampling Workshop</td>
<td></td>
</tr>
</tbody>
</table>

[Table continues]
## Outlet Structure and Channel

<table>
<thead>
<tr>
<th>Activity</th>
<th>Last Month’s Staff Activities</th>
<th>Next Steps</th>
</tr>
</thead>
</table>
| **Prior Lake Outlet Channel**<br>Project Lead: Jaime | • Maintained and downloaded auto level logger  
• Conducted channel Inspections | • Channel Inspections  
• Maintain and download auto level logger  
• Fill sand at outlet structure in pine trees next spring  
• Repair boat launch gravel next spring |
| **Gonyea Culvert, Kes Field Crossing and Pike Lake Park (FEMA)**<br>Project Lead: Maggie | • Construction work is complete at all three sites.  
• Completed final inspection.  
• Followed up with contractor on a small erosion issue on the site. | • Monitor sites to ensure vegetation gets fully established. *Note: Contract is in force until June 15, 2017 to allow time to vegetation to get properly established.*  
• Submit documents to HSEM/FEMA, including reimbursement request for engineering and replacement of culvert segments. |
| **Channel Bank Erosion (FEMA)**<br>Project Lead: Maggie | • Received and reviewed proposals for engineering services.  
• Selected four engineering firms for interviews scheduled for 12/9/16. | • Select and engage an engineering firm by the end of the month.  
• Anticipate bidding out construction work this winter/spring. |
| **Downed Trees & Sediment Delta (FEMA)**<br>Project Lead: Maggie | • Awarded project to the lowest bidder, Nadeau Companies, LLC.  
• Ordered soil sample tests for the sediment delta material which will be used to get clarification on proper disposal recommendations from the MPCA. This information will then be used to work with HSEM/FEMA to allow the sediment to be disposed of in a location other than a landfill which could as much as triple project costs. | • Interpret MCPA guidance and confer with HSEM/FEMA on the correct way to proceed.  
• Execute contract and issue notice to proceed.  
• Project to be completed this winter to avoid damage to trails. |
## Outlet Structure and Channel

<table>
<thead>
<tr>
<th>Activity</th>
<th>Last Month’s Staff Activities</th>
<th>Next Steps</th>
</tr>
</thead>
</table>
| **JPA/MOA & TAC Meetings & Admin**  
Project Lead: Diane & Jaime  
  - TAC Meeting Nov 29  
  - Cooperators meeting Dec 8 |  |  |
| **Invasive Species Removal**  
Project Lead: Jaime |  - N/A |  |
| **MS4 Permit**  
Project Lead: Diane |  |  - MS4 procedures will be finalized with assistance from WSB |
| **PLOC Easements**  
Project Lead: Maggie & Diane |  - Met with MOA TAC to receive comments and recommendations for the draft channel diversion plan for the Blue Lake Sanitary Sewer Line project in Segment 7. This project is being completed by Met Council. The goal of the MOA is to ensure maintained flows and proper BMPs in place in the affected areas of the PLOC.  
  - Worked with MOA TAC to establish a list of priorities for channel enhancement and subdivision design in Segment 5 as part of the Eagle Creek (Ridge Creek) development. |  - Receive final survey documents and negotiate easement purchase with Muhlenhardt.  
  - Continue negotiations with Beckler.  
  - Make sure comments and recommendations made by MOA TAC are incorporated into the final diversion plans for the channel in Segment 7.  
  - Continue to communicate MOA interests with the developer in Segment 5 as the Eagle Creek Development gets further along in the design phase. |
<table>
<thead>
<tr>
<th>MEETING</th>
<th>WHEN</th>
<th>WHO</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Prior Lake Council</td>
<td>Second &amp; Fourth Monday, 7:00 PM</td>
<td>Woody Spitzmueller</td>
</tr>
<tr>
<td>City of Prior Lake Lakes Advisory Committee</td>
<td>Third Tuesday, 4:30 PM</td>
<td>Marianne Breitbach, Woody Spitzmueller</td>
</tr>
<tr>
<td>City of Savage Council</td>
<td>First &amp; Third Monday, 7:00 PM</td>
<td>None</td>
</tr>
<tr>
<td>Lower Minnesota Watershed District</td>
<td>Third Wednesday, 7:00 PM</td>
<td>Marianne Breitbach</td>
</tr>
<tr>
<td>SCALE – General Membership</td>
<td>Second Friday, 7:30 AM</td>
<td>Diane Lynch</td>
</tr>
<tr>
<td>City of Shakopee</td>
<td>First &amp; Third Tuesday, 7:00 PM</td>
<td>None</td>
</tr>
<tr>
<td>SCALE – Service Delivery Committee</td>
<td>Second Monday</td>
<td>Diane Lynch, as needed</td>
</tr>
<tr>
<td>Scott SWCD</td>
<td>Third Tuesday, 7:30 AM</td>
<td>Curt Hennes</td>
</tr>
<tr>
<td>Scott WMO Planning Commission</td>
<td>Third Monday, 4:00PM</td>
<td>Charlie Howley</td>
</tr>
<tr>
<td>Spring Lake Township</td>
<td>Second Thursday, 7:00 PM</td>
<td>Curt Hennes</td>
</tr>
<tr>
<td>SMSC</td>
<td></td>
<td>None</td>
</tr>
<tr>
<td>CAC</td>
<td>Fourth Thursday, 6:30 PM, City Hall</td>
<td>Marianne Breitbach</td>
</tr>
</tbody>
</table>