

AGENDA

Tuesday, January 9, 2018

6:00 PM

Prior Lake City Hall

www.plslwd.org

BOARD OF MANAGERS:

Fred Corrigan, President; Marianne Breitbach, Vice President;

Charlie Howley, Secretary; Woody Spitzmueller, Treasurer; Curt Hennes, 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 4:30 PM – Wagon Bridge Conference Room (Downstairs)

4:30-6:00 PM Mary Peterson, BWSR, Water Resources Management Plan Update Strategy

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)

6:15-7:15 PM 4.0 **OTHER OLD/NEW BUSINESS**

- 4.1 Manager Presentations (Discussion Only)
- 4.2 Programs & Projects Update (Discussion Only)
- 4.3 Sand Point Beach Park Update (Discussion Only) (Maggie Karschnia/Pete Young)
- 4.4 Upper Prior Carp Seining Update (Discussion Only) (Maggie Karschnia)
- 4.5 Permit #18.01 MnDOT Highway 13 Project (Vote)(Maggie Karschnia)
- 4.6 Schedule of 2018 Regular Board Meetings (Vote)
- 4.7 Schedule of 2018 CAC Meetings (Vote)
- 4.8 Selecting the District 2018 Depository Bank (Vote)
- 4.9 Selecting the District 2018 Official Newspaper (Vote)
- 4.10 2018 Liaison Assignments (Vote)

7:15-7:20 PM 5.0 **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.

- 5.1 Meeting Minutes – December 12 Board Workshop & Board Meeting
- 5.2 Meeting Minutes—December 14 CAC

7:20-7:30 PM 6.0 **TREASURER'S REPORT**

- 6.1 Claims List (Vote)
- 6.2 Cash & Investments (Discussion Only)
- 6.3 Financial Report (Discussion Only)

7:30 – 7:35 PM 7.0 **UPCOMING MEETING/EVENT SCHEDULE:**

- CAC Meeting, Thursday, January 25 from 6:30-8:00 PM, Prior Lake City Hall

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

4.1 Manager Presentations

Managers will highlight activities from meetings they've attended on behalf of the District.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

January 2018

Programs & Projects Update

PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
CR 12/17 Wetland Restoration (Class 741) <i>Project Lead: Maggie</i>		<ul style="list-style-type: none"> Continue to work with AES on invasive species control. AES will correct area along Sunset Avenue and reseed this spring with a native seed mix. Move the large sign to a better viewpoint, with City assistance.
Lower Prior Lake Diagnostic Study Implementation LPDS Grant (Class 743) <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Continued to work with Kevin Casey, EOR and City on a couple of final punchlist items for the contractor at Indian Ridge Park and Fairlawn Shores. Worked with City of Prior Lake and WSB engineers as they completed the final design work at Sand Point Park. Small segment of trail has been removed by City staff in anticipation of the upcoming project. 	<ul style="list-style-type: none"> Finalize plans with City & WSB on Sand Point Park Project. Anticipated that the work will be bid out in January/February and that construction will be completed this spring. Work with contractor to finish up punchlist items for Indian Ridge Park and Fairlawn Shores. Order and install interpretive signs for projects.
Carp Management In Lake Management (Class 611) <i>Project Lead: Amy & Maggie</i> Carp Management Project (Class 747) <i>Project Lead: Maggie & Kathryn</i>	<ul style="list-style-type: none"> WSB and staff have continued to track carp across Prior Lake. They are still grouping in the deep hole in the lake which is in an area that is not conducive to seining. Worked with WSB to complete initial design work for the FeCl carp barrier. Submitted grant update report for CPL drum barrier project. 	<ul style="list-style-type: none"> Coordinate seine events on Upper Prior Lake. WSB and PLSLWD staff will continue to track the radio-tagged carp. Apply for grants for continued carp management work.
Clean Water Fund Grants: Fish Point Park Fish Point Park (Class 745) <i>Project Lead: Maggie</i>		<ul style="list-style-type: none"> Work on water quality monitoring plan for 2018. Continue to work with Minnesota Native Landscapes on vegetation maintenance in growing season.
Flood Storage <i>Project Lead: Diane</i>		

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

January 2018

Programs & Projects Update

PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Spring Lake Parcel Restoration Project <i>Project Lead: Maggie & Kathryn</i>		<ul style="list-style-type: none"> • Order and install large sign visible from lake. • Monitor restoration and work with GRG on controlling invasive species during growing season. • Order and install small plant identification signs.
Raymond Park Restoration Project <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> • Completed grant report. • Coordinate restoration work with Great River Greening and the City of Prior Lake. 	<ul style="list-style-type: none"> • Continue coordinating with Great River Greening and the City of Prior Lake. • Great River Greening will continue maintenance at park next year. Follow-up visits will keep buckthorn and other invasives at bay. Additional seeding will be done next year, if needed.
DU Wetland 2 Acquisition Project <i>Project Lead: Maggie</i>		<ul style="list-style-type: none"> • Coordinate sign removal from property this spring. • Meet with neighboring landowners this winter/spring to develop management agreement.
Spring Lake Alum Treatment <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> • Barr will send out an RFP for Alum Treatment 	<ul style="list-style-type: none"> • Chose Barr Eng as engineering contractor • Created scope and contract

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Operations Update

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Monitoring <i>Monitoring and Data Acquisition (Class 637)</i> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> • Data management. • Back page of report cards. • Database maintenance/entry. • Work on Monitoring Manual • Received weather station 	<ul style="list-style-type: none"> • Data management • Finish report cards • Finish Monitoring Manual • Install weather station in spring
Ferric Chloride System Operations <i>Ferric Chloride System (Class 611)</i> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> • Completed monthly DMR report. • Reviewed options for fixing fish barrier with WSB 	<ul style="list-style-type: none"> • Monthly DMR Report • QAQC data • Annual Report • Get quote and options for fish barrier at weir from WSB • Annual Report due in January
Farmer-Led Council <i>Ag/Farmer Initiatives (Class 611)</i> <i>Project Lead: Maggie</i>		<ul style="list-style-type: none"> • Organize next Farmer-Led Council meeting scheduled for January 25th at Spring Lake Town Hall. • Design and order Lake Friendly Farm program signs for 2018.
Permitting <i>Regulation (Class 648)</i> <i>Project Lead: Maggie & Kathryn</i>	<ul style="list-style-type: none"> • Completed permit inspections on open permits. • Worked with EOR to review permit request from MnDOT for Permit #18.01 and sent mailing notice to ~120 neighboring residents. 	<ul style="list-style-type: none"> • Continue to work with Shamrock Development to close out five old permits. • Continue to inspect, follow-up on and close remaining open permits.

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Operations Update

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
BMP Inspections <i>Regulation (Class 648)</i> <i>Project Lead: Maggie & Kathryn</i>	<ul style="list-style-type: none"> • A722055 Amendment: <ul style="list-style-type: none"> ✓ Corresponded with Cauley's mortgage company on obtaining a signed mortgage consent for the proposed amendment. • A579467 Amendment: <ul style="list-style-type: none"> ✓ Continued to work with association representative on next steps. ✓ Anticipate amendment request will be submitted for approval at the February board meeting. • Created invoices for 2nd year violators to recover costs of enforcement. • Sent last enforcement letters to easement landowners in violation of easement terms. 	<ul style="list-style-type: none"> • Review amendment requests as they are received. • Create baseline documentation for each conservation easement property. • Work with two remaining landowners of A722055 – Parcel B on amending the easement. • Work with landowners to resolve violations. • Work with SWCD to survey boundaries for two additional boundaries (in spring).
Citizen Advisory Committee <i>Education and Outreach (Class 652)</i> <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> • Meeting on December 14 	<ul style="list-style-type: none"> • Next CAC meeting is on January 25

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Operations Update

Website and Media

Education and Outreach (Class 652)

Project Lead: Diane & Kathryn

- **As of Jan 3rd at 4 pm:**
- **Website articles posted—** 2017 Water Quality Improvement Award Winners Announced. Hiring Water Resources Technician.
- **PLA articles**
Guest editorial by Fred Corrigan on second alum treatment for Spring Lake. Record carp haul on Spring Lake was the in the top 10 of articles read in 2017.
- **Scott Co. SCENE articles**
Clean Water Clean-up
- Facebook & Twitter- continuing Trivia Tuesday (post question on Tuesday and separate post w/ answer on Wednesday).
- **Facebook:**
 - 266 page likes; 3 new likes
 - [Top Posts on FB:](#)
 - **Jaime's aerial photo of Prior Lk** (757 views, 13 likes, 17 comments, 346 post clicks)
 - **Salt pollutes:** (357 views, 2 likes, 2 shares, 15 clicks)
 - **MPR article-road salt pollutes** (220 views, 5 likes, 8 link clicks)
 - **Seen the white lines on the roads? Liquid salt** (119 views, 10 post clicks)
 - **5 Posts w/ 100+ views**
 - **Twitter:** generally same as the FB articles. 4,800 total post impressions this month. 205 followers. 5 new followers.
 - **17 Tweets w/ over 100 views**
 - [Top Posts on Twitter](#)
 - **Shovel first, sweep up leftover salt** (743
- Continue writing posts and updates about projects
- Will tweet and/or update Facebook about projects & news.

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Operations Update

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
	<ul style="list-style-type: none"> impressions (views), 12 engagements ○ WQ award winners (549 impressions, 4 post engagements) ○ Soil health sound dull? Import for WQ (219 impressions, 1 engagmts) ○ Lk ice over, aerial photo (205 impressions, 17 post engagements) ○ Trivia-ice over dates have shifted to later in yr over time (179 impressions and 2 engagements) 	
Cost Share Program <i>Land Mgmt (Class 611)</i> <i>Project Lead: Diane</i>		<ul style="list-style-type: none"> • Docket will be reviewed at the March meeting • SWCD will provide an update on 2017 activities
Aquatic Vegetation Management and Surveys <i>(Class 626 and 637)</i> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • Reports and Presentation from Blue Water Science coming soon
Planning (Class 626) and Admin (Class 405) <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> • Weekly Staff Meetings • Weekly One2One meetings with each staff member • Bi-monthly meetings with Chair • Prior Lake Coordination Mtg 	<ul style="list-style-type: none"> • Weekly Staff Meetings • One2One meetings with each staff member • Bi-monthly meetings with Chair • Prior Lake Coordination Mtg

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Outlet Structure and Channel

ACTIVITY	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Prior Lake Outlet Channel <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Conducted weekly channel inspections Began work grouting and sealing Outlet Pipe connections 	<ul style="list-style-type: none"> Weekly channel inspections Repair boat launch gravel once erosion is taken care of up the hill Finish grouting the outlet pipe Televis the pipe after grouting Annual Report
Channel Bank Erosion (FEMA) <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Contacted landowners who haven't responded re. a Temporary Construction Easement 	<ul style="list-style-type: none"> Work with Barr to finalize design plans. Continue to contact landowners to obtain temporary construction easements. Anticipate bidding out construction work later this month, depending on permit status. Anticipate construction from Feb-June 2018
JPA/MOA & TAC Meetings & Admin <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Next TAC meeting is January 11
Invasive Species Removal <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Meet with AES and EOR to create 2018 management plan on Feb 7
MS4 Permit <i>Project Lead: Diane</i>		<ul style="list-style-type: none"> MS4 procedures will be finalized with assistance from WSB
PLOC Easements <i>Project Lead: Diane & Maggie</i>		<ul style="list-style-type: none"> Continue negotiations with Beckler and Muhlenhardt

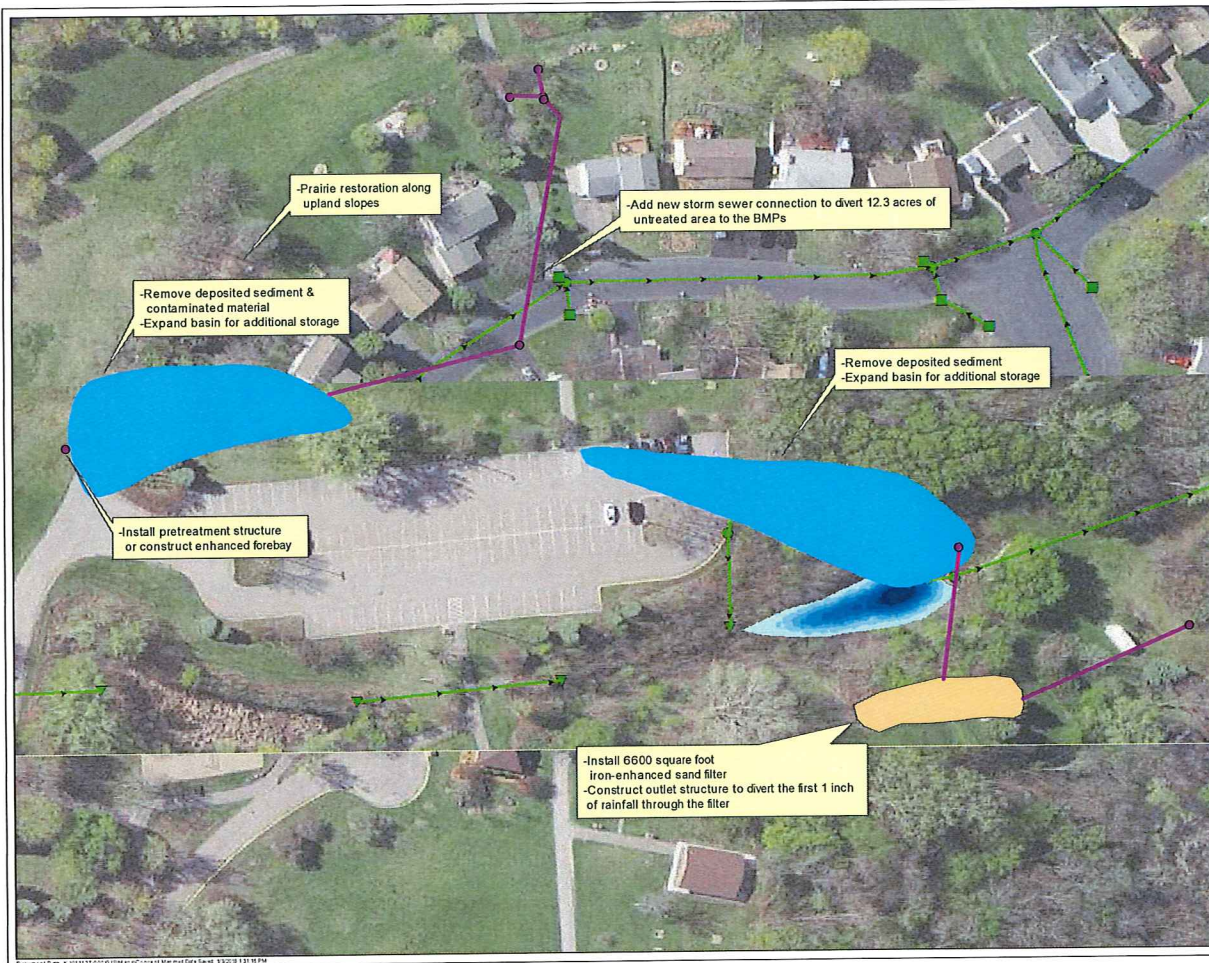


Figure 1 - Concept Plan
 Sand Point Beach Park
 Stormwater BMP Improvements
 City of Prior Lake

Legend

- Existing Storm Sewer
- Existing Stormwater Ponds



0 50 100 Feet
 1 inch = 67 feet



PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

4.4 Upper Prior Carp Seining Update

Water Resources Project Manager, Maggie Karschnia, will provide an update on potential carp seining in Upper Prior.

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Permit #18.01 Report

Staff Review of Application for Permit

Project Name: SP 7001-116 TH13

Applicant: Minnesota Department of Transportation (MnDOT)

Exhibits: Excerpt from Construction Plans: Sheet 1

Note: Full plans available online at:
<http://www.plslwd.org/wp-content/uploads/2018/01/Permit-18.01-Plans.pdf>

Date of this Report: January 3, 2018

Date of Board Meeting: January 9, 2018

Introduction

MnDOT proposes to complete a road improvement project that includes 4.2 miles of bituminous mill overlay along TH 13, as well as drainage and ADA improvements including signs and guardrails. The site is located within the Cities of Prior Lake and Savage, in Scott County, MN. The majority the project is located within PLSLWD political boundaries, starting at Eagle Creek Avenue SE (CR-21) and traveling north to McColl Drive (CR-16) with an exclusion area in-between where road construction was already completed this year.

Notice to Adjacent Landowners

On January 2, 2018, the District mailed a notice of the permit application and its scheduled consideration at the January 9, 2018 board meeting. This notice was mailed to landowners within 500 feet of the planned improvements.

Note to Permit Applicant:

This report is not a permit. If the District Board approves the project, the applicant must then obtain a permit through the District staff.

Proposed Plan and Analysis

The proposed project entails bituminous mill overlay along TH 13, as well as drainage and ADA improvements including signs and guardrails. The proposed project will create 0.88 acres of disturbed area and will add 0.02 acres of impervious surface area compared to previous conditions.

General Standards: Land Disturbance (Rule C)

Land disturbance for the project will be limited to public right-of-way areas along the public roads. The project design includes temporary and permanent best management practices (BMPs) to fulfill the District requirements.

Stormwater Management (Rule D)

Per District Rule D.4 Waivers (b), compliance with District stormwater management criteria may be waived for sites with total new impervious surface of less than one acre if volume control, runoff rate control, and water quality BMPs have been incorporated to the maximum extent possible. In addition, the District has typically exempted mill and overlay projects from the stormwater rule in the past, as it doesn't fit the traditional definition of "land disturbing activity". Therefore, the stormwater management rule does not apply.

Erosion and Sediment Control (Rule E)

A Stormwater Pollution Prevention Plan (SWPPP) will be implemented to meet NPDES requirements. An erosion control plan has been submitted. Comments by the District Engineer were provided to MnDOT on suggested improvements to the erosion control plan and have been incorporated into revised plans.

Wetland Alteration (Rule G)

There are no proposed permanent wetland impacts associated with this reconstruction project.

Watershed District Board Decision:

The application was initially received on November 22, 2017 and determined to be complete on December 18, 2017. To meet the procedural requirements of Rule B and Minnesota Statutes Section 15.99 regarding time deadlines for Board action, the Board must make a decision to either:

- 1) approve or deny the permit application by February 17, 2018
-or-
- 2) provide written notice to the applicant of an extension of the 60-day period and state the reasons for the extension and its anticipated length, which may not exceed 60 days unless approved by the applicant.

Options for Action:

1. Approve the application subject to the conditions noted herein.
2. Table the item until a future date specified, and provide the applicant with direction on the issues that have been discussed.
3. Deny the application, stating the reasons for the denial.
4. Other specific actions as directed by the Board of Managers.

Staff Recommendation:

District staff recommends Option 1, that the project be approved subject to the application submitted, the supplemental information submitted by the applicant's engineer, and with the conditions noted below.

Action Required:

A motion authorizing PLSLWD staff to issue a permit, subject to the following conditions:

1. The permittee shall obtain all other required permits and approvals.
2. The permittee shall supply the District an as-built survey within 35 days of completion of the initial installation. The District shall review this survey as a part of the certificate of completion for the project.
3. The District will waive the requirement for a permit fee deposit.
4. A security deposit (surety) will be required from the contractor in the amount of \$880 prior to the issuance of the permit.
5. The permittee is responsible for the stabilization and maintenance of the adjacent areas disturbed by the construction.
6. The permittee will provide contact information for the responsible erosion control contractor before the permit will be issued. The permittee will contact the District prior to beginning any and all construction activity for an initial SWPPP inspection.

CONSTRUCTION PLAN FOR GRADING, BITUMINOUS MILL AND OVERLAY, ADA IMPROVEMENTS, SIGNAL & SIGNALING, LOCATED ON: THIS FROM 0.3 MI N OF EAGLE CREEK IN PRIOR LAKE TO 0.1 MI S. OF TH 101 IN SAVAGE IN SCOTT COUNTY.

GOVERNING SPECIFICATIONS

EQUATIONS

LD 882+82.896 (BK)
LC 882+82.896 (AH)

LC 899+83.000 (AH)

LC 997+59.166 (BK)
LC 997+41.240 (AH)

LC STA. 1118+78
END S.P. 7001-116 (TH13)

LC STA. 977+16
END EXCEPTION

BEGIN EXCEPTION
LC STA. 923+69

BEGIN S.P. 7001-116 (TH13)
LD STA. 843+00

SCALES

PLAN	100'
INDEX MAP	5000'
GENERAL LAYOUT	500'

DESIGN DESIGNATION

Design ESALS	=		Design Speed	55 MPH
ADT (Current Year)	=	13,500-26,500	Based on STOPPING Sight Distance	
ADT (Future Year)	=		Height of eye 3.5' Height of object 2.0'	
RHW (Design Hr. Vol.)	=		Design Speed not achieved at STA.	MPH
% (directional Dist.)	=	%	STA. TO STA.	MPH
% (Heavy Commercial)	=	%	STA. TO STA.	MPH

FOR PLANS AND UTILITIES SYMBOLS SEE TECHNICAL MANUAL
STATE PROJ. NO. CHARGE IDENTIFIER

-PROJECT LOCATION
COUNTY : SCOTT-----
DISTRICT : METRO-----

STATE PROJ. NO. 7001-116 (TH13=117) SHEET NO. 1 OF 80 SHEETS

PLOTTED/REVISED: 16-NOV-2017 08:25

DISTRICT #: METRO
PLOT NAME: 00-TITLE
PATH & FILENAME: Projects\DM-R05\013\7001\116\Design\PlanSheets\dt001116.Jshdgn

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PRIOR LAKE-SPRING LAKEWATERSHED DISTRICT

2018 Regular Board Meeting Schedule (2nd Tuesday Monthly)

Prior Lake City Hall

5:00 PM Workshop (Time varies)

6:00 PM Board Meeting

January 9, 2018

February 13, 2018

March 13, 2018

April 10, 2018

May 8, 2018

June 12, 2018

July 10, 2018

August 14, 2018

September 11, 2018

October 9, 2018

November 13, 2018

December 11, 2018

PRIOR LAKE-SPRING LAKEWATERSHED DISTRICT

2018 Regular CAC Meeting Schedule (Last Thursday of the Month)

Prior Lake City Hall

6:30-8:00 PM

January 25, 2018

February 22, 2018

March 29, 2018

April 26, 2018

May 31, 2018

June 28, 2018

July 26, 2018

August 30, 2018

September 27, 2018

October 25, 2018

December 13, 2018

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

4.8 Selecting the District Depository Bank

Motion: The Board of Managers selects Klein Bank in Prior Lake as its official District Depository Bank for 2018

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

4.9 Selecting the Official Newspaper

Motion: The Board of Managers selects the Prior Lake American as the District's Official Newspaper for notices in 2018

MEETING	WHEN	WHO
City of Prior Lake Council	Second & Fourth Monday, 7:00 PM	Woody Spitzmueller
City of Prior Lake Lakes Advisory Committee	Third Tuesday, 4:30 PM	Marianne Breitbach Woody Spitzmueller
City of Savage Council	First & Third Monday, 7:00 PM	None
Lower Minnesota Watershed District	Third Wednesday, 7:00 PM	Marianne Breitbach
SCALE – General Membership	Second Friday, 7:30 AM	Diane Lynch
City of Shakopee	First & Third Tuesday, 7:00 PM	None
SCALE – Service Delivery Committee	Second Monday	Diane Lynch, as needed
Scott SWCD	Third Tuesday, 7:30 AM	Curt Hennes
Scott WMO Planning Commission	Third Monday, 4:00PM	Charlie Howley
Spring Lake Township	Second Thursday, 7:00 PM	Curt Hennes
SMSC		None
CAC	Fourth Thursday, 6:30 PM, City Hall	Diane Lynch Marianne Breitbach
Sand Creek Township	First Thursday, 7:00 PM	Curt Hennes

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

WORKSHOP MEETING MINUTES

Tuesday, December 12, 2017

Prior Lake City Hall

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

Staff Present: Diane Lynch

Others Present: Dave Beer, Scott County; Glenn Kelley, Spring Lake Township, Annette Thompson and Pete Young, both with the City of Prior Lake

The meeting was called to order by Fred Corrigan, Board President, at 4:30 p.m.

Finalize the 2018 Budget

Managers discussed the revised levy of \$1.794 million and budget of \$2.104 million (includes an additional \$310,000 for prior reserves of grant funds) and will vote on setting the levy at the Regular Meeting. Pete Young inquired about the District's support for their new street sweeper. Diane indicated that \$10,000 is earmarked for that, similar to the District's contribution the last time. Pete asked for additional funding for it, if possible, due to a price increase. The managers suggested that an article be written for the Prior Lake American that mentions the budget and the commitment to do an alum treatment in Spring Lake.

Discuss Board Officer Positions

Since Marianne's position is up on 3/2/18, managers decided to wait until the new appointment before voting on officers. They discussed staggering the terms with Commissioner Beer. Currently, Fred Corrigan's and Woody Spitzmueller's terms are up on 3/2/19; Curt Henne's term expires on 6/11/19 and Charlie Howley's expires on 7/25/2020. Marianne's seat will expire on 3/2/21. The revised terms would allow two terms to expire on year, two the next and one the following year, instead of having three expire in one year.

Discuss MAWD Membership

The \$7500 membership fee is included in the Planning program budget in the 2018 budget. A majority of managers supported maintaining the District's membership in 2018 and see what changes are made to make the organization more effective.

The meeting adjourned at 5:55 p.m.

Charlie Howley, Secretary

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, December 12, 2017

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
Kathryn Keller – Miller, Water Resources Assistant
Amy Tucci, Administrative Assistant
Carl Almer, EOR, District Engineer

Others Present:

Liz Schramm, Citizens Advisory Committee
Jodi See, Citizens Advisory Committee
James Lally, Citizen
Christian Morkeberg, Citizen
Brett Anderson, Citizen
Bruce Viren, Citizen
Oliver Zastrow, Citizen
Mia Zastrow, Citizen
Eric Zastrow, Citizen
Jodie Zastrow, Citizen

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Corrigan at 6:00 PM.
- **2.0 PUBLIC COMMENT:** None
- **3.0 APPROVAL OF AGENDA:**
Manager Breitbach moved to approve the agenda. Second by Manager Spitzmueller. All ayes.
Motion passed 5-0.

WATER QUALITY IMPROVEMENT AWARDS

Jodi See & Liz Schramm, members of the Citizens Advisory Committee, acknowledged 5 homeowners for projects that provide water quality benefits. These award winners inspire others to value, conserve and protect our freshwater resources within the Watershed District. Those recognized:

Christian Morkeberg
Cindy Sellin
Eric Zastrow
Jim Lally
James & Canace Freemon (honorable mention)

PUBLIC HEARING 2018 FINAL BUDGET & LEVY

Manager Howley moved to open the public hearing. Second by Manager Breitbach. All ayes. Motion passed 5-0.

No public comment.

Manager Howley moved to close the public hearing. Second by Manager Hennes. All ayes. Motion passed 5-0.

Manager Spitzmueller moved to approve Resolution 17-323, Final 2018 Budget. Second by Manager Breitbach. Motion passed 4-1. Manager Howley, nay.

Manager Hennes moved to reopen the public hearing. Second by Manager Breitbach. All ayes. Motion passed 5-0.

No public comment.

Manager Hennes moved to close the public hearing. Second by Manager Breitbach. All ayes. Motion passed 5-0.

Manager Breitbach moved to approve Resolution 17-324, Final 2017 Levy. Second by Manager Spitzmueller. Motion passed 4-1. Manager Howley nay.

OTHER OLD/NEW BUSINESS

- **4.1 MANAGER PRESENTATIONS:**

Managers presented on liaison meetings they have attended and/or other events in the District they have participated in.

- **4.2 PRIOR LAKE ASSOCIATION PRESENTATION: STEVE REINDERS**

Steve Reinders, President of the Prior Lake Association, gave an overview of the PLA, what they do and future goals.

- **4.3 PROGRAMS AND PROJECTS UPDATE:**

Staff gave updates on ongoing District projects and activities.

- **4.4 CONSERVATION EASEMENTS PRESENTATION: KATHRYN KELLER-MILLER**

Kathryn Keller-Miller, Water Resources Assistant, presented on the District's conservation easement practices.

- **4.5 DISTRICT CONSULTANTS FOR 2018 & 2019**

Manager Hennes moved to approve the following consultants for professional services for 2018 and 2019:

Messerli & Schadow – Accounting
Smith Partners, LLC – Legal
Abdo, Eick & Meyers – Auditors
EOR, Inc – Engineering

Second by Manager Spitzmueller. All ayes. Motion passed 5-0.

- **5.0 CONSENT AGENDA**

Manager Spitzmueller moved to approve the consent agenda. Second by Manager Breitbach. All ayes. Motion passed 5-0.

6.1 CLAIMS LIST

Manager Spitzmueller moved to approve the claims list. Second by Manager Hennes. All ayes. Motion passed 5-0.

- **6.2, 6.3 & 6.4 CASH & INVESTMENTS/FINANCIAL REPORT**

Woody Spitzmueller gave an overview of the District's cash position & spending.

- **7.0 UPCOMING MEETINGS/EVENTS**

- CAC Meeting, Thursday, December 14 from 6:30-8:00 PM, Prior Lake City Hall

ADJOURNMENT

Manager Hennes moved to adjourn meeting. Second by Manager Spitzmueller. All ayes. Motion passed 5-0. Meeting adjourned.

Charlie Howley, Secretary

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Prior Lake-Spring Lake Watershed District Citizen Advisory Committee

Thursday December 14, 2017

6:30 p.m.

Prior Lake City Hall

Our mission is to manage and preserve the water resources of the Prior Lake-Spring Lake Watershed District to the best of our ability using input from our communities, sound engineering practices, and our ability to efficiently fund beneficial projects which transcend political jurisdictions.

The Prior Lake-Spring Lake Watershed District Citizen Advisory Committee (CAC) consists of residents who provide input and recommendations to the Board on projects, reports, prioritization and act as the primary interface for the Board to address the current issues of concern of the local citizens

CAC Members present: Steve Pany, Jim Weninger, Kim Silvernagel, Joe Schramm, Jodi See and Adam Fitzpatrick.

Others present: Marianne Breitbach and Curt Hennes, District Managers

- I. Meeting called to order at 6:32 pm
- II. Agenda and October Meeting Minutes were approved
- III. Watershed District Projects updates/Discussion topics
 1. Website – data was outdated to 2016 and did not have the 2017 data. Specifically, phosphorous levels on Spring Lake and Upper Prior Lake.
 - i. Reviewed updated data in a separate document.
 - ii. Spring Lake targeting treatment next year (2018).
 2. CAC education reimbursement dollars – Adam is interested in using some of the dollars. He will contact Diane directly.
 - i. Conference in Maple Grove area.
 - ii. No budget has been used in 2017.
 - iii. There is also a MAWD conference coming up that if anyone is interested. First week in December is usual time.
 3. Contractors/Consultants for WD Services and RFP Process
 - i. Recently WD went out for a RFP on a service.
 - ii. In the future maybe these items can be brought to the CAC?
 - iii. CAC would like Diane to explain the RFP process at a future meeting.
- IV. Review of MAWD conference. New developments?
 - i. Emily Javens is the new Executive Director.
 - ii. All but two watersheds in Minnesota are members.
 - iii. Headquarters are in Eden Prairie.
 - iv. Lots of new leadership; lots of new ideas.
 - v. 630 people in attendance (including vendors) at the Annual Conference.
 - vi. Managers and staff were able to meet with a vendor who does alum treatments.
- V. Road Salt at the MAWD Conference
 - i. No one knew if there would be a push at the Legislature in 2018 by MAWD.

- VI. Carp Seining Update
 - i. The Bluegill/Carp project at the 12/17 Wetland was a success. No new carp.
 - ii. WSB went out by Knotty Oar to see if the carp are schooling; they are not.
 - iii. Carp are in a deep whole on Upper Prior Lake that has a mound in it and that is not conducive to seining.
 - iv. Tagged carp are still around.
 - v. Pit tags- not much activity.
- VII. GreenStep Cities Membership for the City of Prior Lake
 - i. Diane was conducting research—move to the next meeting.
 - ii. Steve will also check with the Mayor.
- VIII. Create Guide to CAC/WD
 - i. Marianne is looking at examples.
 - ii. It would need to be mocked up for the CAC.
- IX. Lake Status Guide for Upper and Lower Prior Lake, Prior Lake and Spring Lake Association Meetings
 - i. Steve attended the PLA Annual Meeting.
 - ii. There were a lot of questions around projects, i.e., alum treatments, seining, etc.
 - iii. An excel spreadsheet could be sent home with attendees.
 - iv. The District's report cards are also options.
- X. State of the Water Conference in April 2018
 - i. There is \$300 for CAC attendee registrations.
 - ii. CAC recommended that representatives from lake associations attend.
 - iii. Typical registration fee is \$125.
- XI. Lake Stewardship Crossword Puzzle for the Prior Lake American. A copy was provided at the meeting.
 - i. Great idea!
 - ii. Use it at the booth at events.
 - iii. Post on website.
- XII. Prior Lake Association Lake Smarts
 - i. This column has been restarted and is sponsored by the association.
 - ii. There are articles about lake stewardship that has been restarted and one already ran in the PL American.
- XIII. Rotary Award for volunteerism
 - i. Steve Pany will research this further.
- XIV. Vierling property of 490 acres is for sale
 - i. Watch for the water plan that will be filed by the developer.
- XV. Water Quality Improvement Award update
 - i. Awards were given out at the District's December Board Meeting.
- XVI. Next CAC Meeting is January 25, 2018 and there will be a nomination/election of officers
- XVII. Comments, suggestions, questions
- XVIII. Adjourned at 7:32 p.m.

1/9/2018 CLAIMS LIST
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 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.

Then, staff will US mail checks (written on the Klein Bank) to the claims list parties.

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

UPDATED 1/4/2018

Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
EOR	00758-0017	District Monitoring Program	1,504.50
EOR	00758-0017	General Engineering	725.98
EOR	00758-0017	Public Infrastructure - Fairlawn Shores	706.00
EOR	00758-0017	Rule Revisions	2,052.75
EOR	00758-0017	Permitting	322.00
EOR	00758-0017	Storage & Infiltration	1,740.53
EOR	00758-0017	FeCl Site & Desilt Pond Monitoring	708.00
Great River Greening	2757	Raymond Park	22,000.00
SpeedDee Delivery	3426545	Water Analysis	12.00
WSB	003032-010 26	Carp Management	2,171.00
WSB	003032-010 23	Carp Management	2,098.75
WSB	003032-010 25	Carp Management	2,672.00
WSB	003032-040 7	Drum Barrier	1,660.59
			38,374.10
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
Barr Engineering	23701065.00 6	PLOC Channel Stabilization	5,390.50
BKJ Land Company		Sediment Removal	13,736.53
EOR	00758-0111	FEMA Bank Erosion	1,006.66
EOR	00758-0113	PLOC Monitoring Assistance	472.00
EOR	00758-0037	MOA Engineering Assistance	1,164.91
EOR	00758-0102	FEMA Segment 5 Sediment Removal	1,939.31
EOR	00758-0085	PLOC Veg/Stabilization Inspection	1,986.25
			25,696.16
3. Payroll, Office and Overhead			
ADP Manager Per Diems		Already Paid	1,980.03
ADP Staff Payroll		Already Paid	15,452.13
ADP Taxes & Benefits		Already Paid	11,406.35
City of Prior Lake	795	Copier Repair	1,172.00
Connexus Credit Union		Health Savings Account	115.38
H SA Bank		Health Savings Account	115.38
HealthPartners	4547	Health Insurance	2,822.13
Iceberg Web Design	20308	Website Hosting	29.99
VISA		November Statement	1,354.64
			34,448.03
4. Debt repayment and Interest			
Northland Trust Services		Principal	
Northland Trust Services		Interest	
			0.00

TOTAL

98,518.29

37

X _____

X _____