

AGENDA

Tuesday, July 10, 2018

6:00 PM

Prior Lake City Hall

www.plslwd.org

BOARD OF MANAGERS:

Fred Corrigan; Curt Hennes; Charlie Howley; Mike Myser and Woody Spitzmueller

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 4:00 PM – Wagon Bridge Conference Room (Downstairs)

- 4:00-5:00 PM District Administrator Performance Review (closed session)
- 5:00-5:30 PM 2019 Budget Discussion
- 5:30-5:40 PM Manager Myser's Request for Data from District Accountant
- 5:40-5:50 PM Emerging Issues

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 PUBLIC HEARING—Stormwater Pollution Prevention Plan (SWPPP) Annual Public Hearing

- Summary of the Annual Report (Diane)

6:15 – 6:20 PM 3.0 APPROVAL OF AGENDA (Additions/Corrections/Deletions)

6:20-7:05 PM 4.0 OTHER OLD/NEW BUSINESS

- 6:20-6:30 PM 4.1 Manager Presentations
- 6:30-6:40 PM 4.2 Programs & Project Updates
- 6:40-6:50 PM 4.3 Acquisition of New Conservation Easements: Update (Maggie) (Discussion Only)
- 6:50-6:55 PM 4.4 District Administrator Performance Appraisal Summary (Brief Report)
- 6:55-7:05 PM 4.5 Easement Amendment Request #A569271 – Parcel B (Maggie) (Vote)

7:05-7:15 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 – June 12 Board Workshop and Board Meeting
- 5.2 CAC Meeting Minutes—June 28
- 5.3 Cost Share—July

7:15-7:25 PM 6.0 TREASURER'S REPORT

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

7:25 – 7:30 PM

7.0 **UPCOMING MEETING/EVENT SCHEDULE:**

- No CAC Meeting in July
- Sand Point Beach Park Ribbon Cutting Ceremony: 4:30 PM on Tuesday, July 17th



You are currently logged in as:

Prior Lake-Spring Lake WSD MS4

If this is correct, click the 'Next' button. If this information is incorrect, contact Cole Landgraf (651-757-2880, cole.landgraf@state.mn.us) or Megan Handt (megan.handt@state.mn.us, 651-757-2843).

Before you begin...

A fillable Microsoft Word document with all of the questions is available at https://stormwater.pca.state.mn.us/index.php?title=MS4_Annual_Report (for personal use only, not for submittal).

The MS4 Annual Report for 2017 will automatically save your answers when you hit the 'Next' button at the bottom of each page.

If you wish to leave the MS4 Annual Report for 2017 and complete the document at another time, you may do so by clicking 'Next' at the bottom of your current page to save your progress before exiting the document. Return to the survey by following the previously used web link, and again login using your email and assigned password credentials. Once you successfully log in, your previous answers will appear.

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MS4 Annual Report for 2017

Reporting period: January 1, 2017 to December 31, 2017

Instructions: Complete this annual report to provide a summary of your activities under the 2013 MS4 Permit (Permit) between January 1, 2017 and December 31, 2017. MPCA staff may contact you for additional information.

Fillable document available at https://stormwater.pca.state.mn.us/index.php?title=MS4_Annual_Report (for personal use only, not for submittal).

Questions: Contact Cole Landgraf (cole.landgraf@state.mn.us, 651-757-2880) or Megan Handt (megan.handt@state.mn.us, 651-757-2843)

MS4 General Contact Information

Full name	Diane Lynch
Title	District Administrator
Mailing address	4646 Dakota Street SE
City	Prior Lake
State	MN
Zip code	55372
Phone	9524474166
Email	dlynch@plslwd.org

Preparer Contact Information (if different from the MS4 General Contact)

Full name	
Title	
Organization	
Mailing address	
City	
State	
Zip code	
Phone	
Email	

MCM 1: Public Education and Outreach

The following questions refer to Part III.D.1. of the Permit.

Q2 Did you select a stormwater-related issue of high priority to be emphasized during this Permit term? [Part III.D.1.a.(1)]

- ☒ Yes
☐ No

Q3 What is your stormwater-related issue(s)? Check all that apply.

- ☒ TMDL(s)
- ☐ Local businesses
- ☒ Residential BMPs
- ☐ Pet waste
- ☒ Yard waste
- ☐ Deicing materials
- ☐ Household chemicals
- ☒ Construction activities
- ☒ Post-construction activities
- ☐ Other

Q4 Have you distributed educational materials or equivalent outreach to the public focused on illicit discharge recognition and reporting? [Part III.D.1.a.(2)]

- ☒ Yes
- ☐ No

Q5 Do you have an implementation plan as required by the Permit? [Part III.D.1.b.]

- ☒ Yes
- ☐ No

Q6 How did you distribute educational materials or equivalent outreach? Check all that apply and provide circulation/audience associated with each item. [Part III.D.1.a.]

- ☒ Brochure
- ☒ Newsletter
- ☐ Utility bill insert
- ☐ Newspaper ad
- ☐ Radio ad
- ☐ Television ad
- ☒ Cable access channel
- ☒ Stormwater-related event
- ☒ School presentation or project
- ☒ Website
- ☒ Other (1)
- ☐ Other (2)
- ☐ Other (3)

Other (1), describe: District Projects Tour, Carp Tour, Lakefront Days Booth, Mayor Town Hall

Q7 Intended audience? Check all that apply.

	Residents	Local Businesses	Developers	Students	Employees	Other
Brochure	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Newsletter	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cable access channel	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stormwater- related event	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
School presentation or project	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Website	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other (1)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Q8 Enter the total circulation/audience (if unknown, use best estimate):

Brochure	400
Newsletter	200
Cable access channel	1200
Stormwater- related event	200
School presentation or project	320
Website	24000
Other (1)	5000

Provide a brief description of each activity related to public education and outreach (e.g. rain garden workshop, school presentation, public works open house) held and the date each activity was held from January 1, 2017 to December 31, 2017. [Part III.D.1.c.(4)]

Q9 Date of activity

Q10 Description of activity

Date
(mm/dd/yyyy) 8/1/2017

Carp Tour

Date
(mm/dd/yyyy) 10/24/2017

District Tour

Date
(mm/dd/yyyy) 4/23/2017

Spring Lake Association Annual Meeting

Date
(mm/dd/yyyy) 8/3/2017

Lakefront Days Booth (2 days)

Date
(mm/dd/yyyy) 10/26/2017

Prior Lake Association Annual Meeting

Date
(mm/dd/yyyy) 5/4/2017

Mayor Town Hall

Date
(mm/dd/yyyy) 4/23/2017

Clean Water Clean Up

Date
(mm/dd/yyyy) 10/15/2017

Raymond Park - Volunteer Event

Q11 Between January 1, 2017 and December 31, 2017, did you modify your BMPs, measurable goals, or future plans for your public education and outreach program? [Part IV.B.]

☒ Yes

☐ No

Describe those modifications:

We provided more opportunities for volunteer involvement.

MCM 2: Public Participation/Involvement

The following questions refer to Part III.D.2.a. of the Permit.

Q12 You must provide a minimum of one opportunity each year for the public to provide input on the adequacy of your Stormwater Pollution Prevention Program (SWPPP). Did you provide this opportunity between January 1, 2017 and December 31, 2017? [Part III.D.2.a.(1)]

☒ Yes

☐ No

Q13 What was the opportunity that you provided? Check all that apply.

☒ Public meeting

☐ Public event

☐ Other

Q14 Did you hold a stand-alone meeting or combine it with another event?

☐ Stand-alone

☒ Combined

Enter the date
of the public
meeting
(mm/dd/yyyy):

7/11/2017

Enter the
number of
citizens that
attended and
were
informed
about your
SWPPP:

0

Q17 Between January 1, 2017 and December 31, 2017, did you receive any input regarding your SWPPP?

- ☐ Yes
☒ No

Q19 Between January 1, 2017 and December 31, 2017, did you modify your BMPs, measurable goals, or future plans for your public participation/involvement program? [Part IV.B.]

- ☒ Yes
☐ No

Describe those modifications:

Literature drops near future PLSLWD projects. (updated outreach and education plan)

MCM 3: Illicit Discharge Detection and Elimination

The following questions refer to Part III.D.3. of the Permit.

Q20 Do you have a regulatory mechanism which prohibits non-stormwater discharges to your MS4? [Part III.D.3.b.]

- ☒ Yes
☐ No

Q21 Did you identify any illicit discharges between January 1, 2017 and December 31, 2017? [Part III.D.3.h.(4)]

- ☐ Yes
☒ No

Q30 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your illicit discharge regulatory mechanism(s)? [Part III.B.]

- ☒ Yes
☐ No

Q31 Between January 1, 2017 and December 31, 2017, did you train all field staff in illicit discharge recognition (including conditions which could cause illicit discharges) and reporting illicit discharges for further investigations? [Part III.D.3.e.]

- ☒ Yes
☐ No

Q32 How did you train your field staff? Check all that apply.

- ☐ Email
☐ PowerPoint
☐ Presentation
☐ Video
☐ Field Training
☒ Other

Other, describe:

verbal

The following questions refer to Part III.C.1. of the Permit.

Q33 Did you update your storm sewer system map between January 1, 2017 and December 31, 2017? [Part III.C.1.]

- ☐ Yes
☒ No

Q34 Does your storm sewer map include all pipes 12 inches or greater in diameter and the direction of stormwater flow in those pipes? [Part III.C.1.a.]

- ☒ Yes
☐ No

Q35 Does your storm sewer map include outfalls, including a unique identification (ID) number and an associated geographic coordinate? [Part III.C.1.b.]

- ☐ Yes
☒ No

Q36 Does your storm sewer map include all structural stormwater BMPs that are part of your MS4? [Part III.C.1.c.]

- ☒ Yes
☐ No

Q37 Does your storm sewer map include all receiving waters? [Part III.C.1.d.]

- ☐ Yes
☒ No

Q38 In what format is your storm sewer map available?

- ☐ Hardcopy only
☐ GIS
☐ CAD
☒ Other

Other, describe:

Adobe file

- Q39 Between January 1, 2017 and December 31, 2017, did you modify your BMPs, measurable goals, or future plans for your illicit discharge detection and elimination (IDDE) program? [Part IV.B.]
- ☐ Yes
- ☒ No

MCM 4: Construction Site Stormwater Runoff Control

The following questions refer to Part III.D.4. of the Permit.

- Q40 Do you have a regulatory mechanism that is at least as stringent as the Agency's general permit to Discharge Stormwater Associated with Construction Activity (CSW Permit) No. MN R100001 (<http://www.pca.state.mn.us/index.php/view-document.html?gid=18984>) for erosion and sediment controls and waste controls? [Part III.D.4.a.]
- ☒ Yes
- ☐ No
- Q41 Have you developed written procedures for site plan reviews as required by the Permit? [Part III.D.4.b.]
- ☒ Yes
- ☐ No
- Q42 Have you documented each site plan review as required by the Permit? [Part III.D.4.f.]
- ☒ Yes
- ☐ No
- Q43 Enter the number of site plan reviews conducted for sites an acre or greater of soil disturbance between January 1, 2017 and December 31, 2017:
- 24
- Q44 What types of enforcement actions do you have available to compel compliance with your regulatory mechanism? Check all that apply and enter the number of each used from January 1, 2017 to December 31, 2017.
- ☒ Verbal warnings
- ☒ Notice of violation
- ☐ Administrative orders
- ☐ Stop-work orders
- ☐ Fines
- ☒ Forfeit of security of bond money
- ☐ Withholding of certificate of occupancy
- ☐ Criminal actions
- ☐ Civil penalties
- ☐ Other

Enter the
number
of verbal
warnings
issued:

50

Enter the
number
of notice
of
violations
issued:

30

Enter the
number
of
forfeitures
of
security
bond
money
issued:

1

Q45 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your construction site stormwater runoff control regulatory mechanism(s)? [Part III.B.]

- ☒ Yes
☐ No

Q46 Enter the number of active construction sites an acre or greater that were in your jurisdiction between January 1, 2017 and December 31, 2017:

5

Q47 Do you have written procedures for identifying priority sites for inspections? [Part III.D.4.d.(1)]

- ☒ Yes
☐ No

Q48 How are sites prioritized for inspections? Check all that apply.

- ☒ Site topography
☒ Soil characteristics
☒ Types of receiving water(s)
☒ Stage of construction
☒ Compliance history
☒ Weather conditions
☐ Citizen complaints
☐ Project size
☐ Other

Q49 Do you have a checklist or other written means to document site inspections when determining compliance? [Part III.D.4.d.(4)]

- ☒ Yes
☐ No

- Q50 Enter the number of site inspections conducted for sites an acre or greater between January 1, 2017 and December 31, 2017:

80

- Q51 Enter the frequency at which site inspections are conducted (e.g. daily, weekly, monthly): [Part III.D.4.d.(2)]

weekly

- Q52 Enter the number of trained inspectors that were available for construction site inspections between January 1, 2017 and December 31, 2017:

2

Q53 Provide the contact information for the inspector(s) and/or organization that conducts construction stormwater inspections for your MS4. List your primary construction stormwater contact first if you have multiple inspectors.

(1)	
Inspector name	Maggie Karschnia
Organization	Prior Lake-Spring Lake Watershed District
Phone (Office)	952-447-9808
Phone (Work Cell)	
Email	mkarschnia@plslwd.org
Preferred contact method	email
(2)	
Inspector name	Kathryn Keller-Miller
Organization	Prior Lake-Spring Lake Watershed District
Phone (Office)	9524474166
Phone (Work Cell)	
Email	kkeller-miller@plslwd.org
Preferred contact method	email
(3)	
Inspector name	
Organization	
Phone (Office)	
Phone (Work Cell)	
Email	
Preferred contact method	

Q54 What training did inspectors receive? Check all that apply.

- ☒ University of Minnesota Erosion and Stormwater Management Certification Program
- ☐ Qualified Compliance Inspector of Stormwater (QCIS)
- ☐ Minnesota Laborers Training Center Stormwater Pollution Prevention Plan Installer or Supervisor
- ☐ Minnesota Utility Contractors Association Erosion Control Training
- ☐ Certified Professional in Erosion and Sediment Control (CPESC)
- ☐ Certified Professional in Stormwater Quality (CPSWQ)
- ☐ Certified Erosion, Sediment and Storm Water Inspector (CESSWI)

Q55 Between January 1, 2017 and December 31, 2017, did you modify your BMPs, measurable goals, or future plans for your construction site stormwater runoff control program? [Part IV.B.]

- ☐ Yes
☒ No

MCM 5: Post-Construction Stormwater Management

The following questions refer to Part III.D.5. of the Permit.

Q56 Do you have a regulatory mechanism which meets all requirements as specified in Part III.D.5.a. of the Permit?

- ☒ Yes
☐ No

Q57 What approach are you using to meet the performance standard for Volume, Total Suspended Solids (TSS), and Total Phosphorus (TP) as required by the Permit? [Part III.D.5.a.(2)]

Check all that apply.

Refer to the link <http://www.pca.state.mn.us/index.php/view-document.html?gid=17815> for guidance on stormwater management approaches.

- ☒ Retain a runoff volume equal to one inch times the area of the proposed increase of impervious surfaces on-site
- ☐ Retain the post-construction runoff volume on site for the 95th percentile storm
- ☐ Match the pre-development runoff conditions
- ☐ Adopt the Minimal Impact Design Standards (MIDS)
- ☐ An approach has not been selected
- ☐ Other method (Must be technically defensible--e.g. based on modeling, research and acceptable engineering practices)

Q58 Do you have written Enforcement Response Procedures (ERPs) to compel compliance with your post-construction stormwater management regulatory mechanism(s)? [Part III.B.]

- ☒ Yes
☐ No

Q59 Between January 1, 2017 and December 31, 2017, did you modify your BMPs, measurable goals, or future plans for your post-construction stormwater management program? [Part IV.B.]

- ☐ Yes
☒ No

MCM 6: Pollution Prevention/Good Housekeeping for Municipal Operations

The following questions refer to Part III.D.6. of the Permit.

- Q60 Enter the total number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds within your MS4 (exclude privately owned).

Structural stormwater BMPs	<input type="text" value="0"/>
Outfalls	<input type="text" value="35"/>
Ponds	<input type="text" value="0"/>

- Q61 Enter the number of structural stormwater BMPs, outfalls (excluding underground outfalls), and ponds that were inspected from January 1, 2017 to December 31, 2017 within your MS4 (exclude privately owned). [Part III.D.6.e.]

Structural stormwater BMPs	<input type="text" value="0"/>
Outfalls	<input type="text" value="35"/>
Ponds	<input type="text" value="0"/>

- Q62 Have you developed an alternative inspection frequency for any structural stormwater BMPs, as allowed in Part III.D.6.e.(1) of the Permit?

☐ Yes
☒ No

- Q63 Based on inspection findings, did you conduct any maintenance on any structural stormwater BMPs? [Part III.D.6.e.(1)]

☐ Yes
☒ No

- Q65 Do you own or operate any stockpiles, and/or storage and material handling areas? [Part III.D.6.e.(3)]

☐ Yes
☒ No

- Q69 Between January 1, 2017 and December 31, 2017, did you modify your BMPs, measurable goals, or future plans for your pollution prevention/good housekeeping for municipal operations program? [Part IV.B.]

☐ Yes
☒ No

Partnerships

- Q78 Did you rely on any other regulated MS4s to satisfy one or more Permit requirements?

☐ Yes
☒ No

Additional Information

If you would like to provide any additional files to accompany your annual report, use the space below to upload those files. For each space, you may attach one file. You may provide additional explanation and/or information in an email with the subject *YourMS4NameHere_2017AR* to ms4permitprogram.pca@state.mn.us.

- Q80 Click the "up arrow" icon below to upload a file. When it has uploaded successfully, a unique ID will appear in the box. Only files less than 10 MB in size will upload.



- Q81 Click the "up arrow" icon below to upload a file. When it has uploaded successfully, a unique ID will appear in the box. Only files less than 10 MB in size will upload.



- Q82 Click the "up arrow" icon below to upload a file. When it has uploaded successfully, a unique ID will appear in the box. Only files less than 10 MB in size will upload.



- Q83 Optional, describe the file(s) uploaded:

Optional Question

The MPCA is attempting to identify potential sources of water quality data. Answering this question will help the MPCA and interested stakeholders obtain a more comprehensive understanding of sources of data that may be shared and ultimately aid in understanding the extent to which stormwater management practices result in water quality improvements.

- Q84 Are you collecting water quality data (e.g., from surface waters, outfalls, best management practices, etc.) that is not associated with a waste water treatment plant?

- ☒ Yes
☐ No

Owner or Operator Certification

The person with overall administrative responsibility for SWPPP implementation and Permit compliance must certify this MS4 Annual Report. This person must be duly authorized and should be either a principal executive (i.e., Director of Public Works, City Administrator) or ranking elected official (i.e., Mayor, Township Supervisor).

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

☒ Yes

By typing my name in the following box, I certify the above statements to be true and correct, to the best of my knowledge, and that information can be used for the purpose of processing my MS4 Annual Report.

Name:
Title:
Date:
(mm/dd/yyyy)

When you are ready to submit, you must click the 'Submit' button at the bottom of this page.

Provide the email(s) of the individual(s) you would like to receive the MS4 Annual Report for 2017 submittal confirmation email from the MPCA. After you click the Submit button below, please allow up to three business days to receive this email.

Email (1)
Email (2)
Email (3)

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PRIOR LAKE – SPRING LAKE WATERSHED DISTRICT

4.1 Manager Presentations

Managers will provide information on recent events they're attended on behalf of the District.

PRIOR LAKE – SPRING LAKE WATERSHED DISTRICT

JULY 2018 PROGRAMS & PROJECTS UPDATE

Capital Projects

PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
CR 12/17 Wetland Restoration <i>(Class 741)</i> Project Lead: Maggie	<ul style="list-style-type: none"> Outlets were repaired again by the County's contractor where the leak/channel along the pipes have returned. They used concrete to help seal some areas. AES completed some spot spraying and mowing of invasive species. 	<ul style="list-style-type: none"> Continue to work with AES on invasive species control. AES will continue efforts to prep the Sunset Avenue area throughout the growing season so that it is ready to be reseeded with a native seed mix this fall. Move the large sign to a better viewpoint, with City assistance.
Lower Prior Lake Diagnostic Study Implementation <i>LPDS Grant (Class 743)</i> Project Lead: Maggie	<ul style="list-style-type: none"> EOR and staff completed a walk-through of all four sites before the grant closed. Sand Point Beach Park: <ul style="list-style-type: none"> City has provided final punchlist items to the developer. Trees and shrubs have been installed along the trail leading south off of Birchwood. Planning and coordination with the city on the upcoming ribbon cutting event. 	<ul style="list-style-type: none"> Additional trees/shrubs will be installed throughout the site in the fall. Order and install interpretive signs for projects. Ribbon Cutting Ceremony scheduled for July 17th at 4:30pm. Open house to follow.
Carp Management <i>In Lake Management (Class 611)</i> Project Lead: Amy & Maggie Carp Management Project (Class 747) Project Lead: Maggie & Kathryn	<ul style="list-style-type: none"> Continued communication with commercial fisherman on removing obstructions in Mud Bay in anticipation of future carp removals. Monitored and maintained PIT tag receivers at three locations. Continued to track radio-tagged carp throughout the lakes. 	<ul style="list-style-type: none"> WSB and PLSLWD staff will continue to track the radio-tagged and PIT tagged carp. Remove obstructions from Crystal (Mud) Bay bottom near Arctic barrier in preparation for removals at this site. Final design and installation of the Northwood carp barrier.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Capital Projects

PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Clean Water Fund Grants: Fish Point Park <i>Fish Point Park (Class 745)</i> Project Lead: Maggie	<ul style="list-style-type: none"> Minnesota Native Landscapes visited site for spring invasive species treatment and spot mowing. Removed vegetation from iron-enhanced sand filter. EOR inspected system to ensure it is functioning properly. 	<ul style="list-style-type: none"> Continue to work with Minnesota Native Landscapes on vegetation maintenance in the growing season.
Flood Storage Project Lead: Diane	<ul style="list-style-type: none"> Carl revised his Scope. 	<ul style="list-style-type: none"> Follow-up with Carl re. revised Scope.
Spring Lake Parcel Restoration Project Project Lead: Maggie & Kathryn	<ul style="list-style-type: none"> Monitored native plant establishment at the site. 	<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 Project Lead: Kathryn	<ul style="list-style-type: none"> Interns picked up miscellaneous trash from park. 	<ul style="list-style-type: none"> Design educational interpretative signs. Continue coordinating with GRG and the City of Prior Lake. GRG will continue maintenance at park next year. Follow-up visits will keep buckthorn and other invasives at bay. Additional seeding will be done this year, if needed.
DU Wetland 2 Acquisition Project Project Lead: Maggie		<ul style="list-style-type: none"> Coordinate sign removal from property. Meet with neighboring landowners next spring to develop management plan.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Operations & Maintenance

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Monitoring <i>Monitoring and Data Acquisition (Class 637)</i> Project Lead: Jaime	<ul style="list-style-type: none"> • Data management. • Database maintenance/entry. • Monitoring Manual Completed. • Took samples. • Download levelloggers. • Installed weather station at SL Town. Hall and put link on website. • Install logger at USFWS. 	<ul style="list-style-type: none"> • Data management. • Samples • Flows • Site Maintenance
Ferric Chloride System Operations <i>Ferric Chloride System (Class 611)</i> Project Lead: Jaime	<ul style="list-style-type: none"> • Completed monthly DMR report. • Took samples. • Weekly inspections. • Flow measurements. 	<ul style="list-style-type: none"> • Monthly DMR Report. • Sample biweekly • Inspect 3x/wk
Farmer-Led Council <i>Ag/Farmer Initiatives (Class 611)</i> Project Lead: Maggie	<ul style="list-style-type: none"> • SWCD continued to coordinate and promote cover crop initiative and other FLC programs. • Coordination with SWCD on upcoming FLC Meeting. 	<ul style="list-style-type: none"> • SWCD to install cover crops for the program this fall. • Additional fields will be assessed for Lake Friendly Farm Program to further refine the scoring system before it is released this fall. • Design and order Lake Friendly Farm program signs for 2018. • Next Farmer-Led Council meeting in July.
Permitting <i>Regulation (Class 648)</i> Project Lead: Maggie & Jeff	<ul style="list-style-type: none"> • Issued second and third warnings to permittees per the District's enforcement procedures for three projects. • Followed up with permittees on erosion & sediment control requirements. • Reviewed request for #18.04 Duluth Ave/Village Lake Drive Project and prepared staff report for Board review. 	<ul style="list-style-type: none"> • Continue to inspect, follow-up on and close remaining open permits. • Issue Permit #18.04 once conditional requirements are met. • Bring MOA for Permit #18.03 to Board for approval at its August meeting.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Operations & Maintenance

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
BMP Inspections <i>Regulation (Class 648)</i> Project Lead: Maggie & Kathryn	<ul style="list-style-type: none"> Conducted site visits and/or corresponded with several landowners about the violations on their property and/or how to amend the easement. Worked on next steps for A579467 amendment. Working with final remaining landowner of A722055 – Parcel B on next steps for completing amendment. Inspected half of the easements in June and anticipate on completing inspections of remaining easements in July. 	<ul style="list-style-type: none"> Review amendment requests as they are received. Work with landowners to resolve easement violations. Create baseline documentation for each conservation easement property. Complete annual inspections on all conservation easements over summer.
Citizen Advisory Committee <i>Education and Outreach (Class 652)</i> Project Lead: Diane & Kathryn	<ul style="list-style-type: none"> June 28 meeting 	<ul style="list-style-type: none"> Next CAC meeting is on August 30. The CAC will engage in the WRMP update.
Cost Share Program <i>Land Mgmt (Class 611)</i> Project Lead: Kathryn, Diane	<ul style="list-style-type: none"> Received several applications for lake irrigation pumps and rain barrels. Over 20 applications received this year. Verified installation of 2 lake irrigation pumps. 	<ul style="list-style-type: none"> Process applications as they are received. Verify installation of completed projects.
Aquatic Vegetation Management and Surveys <i>(Class 626 and 637)</i> Project Lead: Jaime	<ul style="list-style-type: none"> BioBase mapping complete on Fish, Spring, Lower, and Upper. CLP delineation on Spring and Fish – no CLP treated because of late spring and fast warm up. 	<ul style="list-style-type: none"> CLP assessment surveys
Planning (Class 626) and Admin (Class 405) Project Lead: Diane	<ul style="list-style-type: none"> Weekly Staff Meetings. Weekly One2One meetings with each staff member. Bi-monthly meetings with Chair and Board. Prior Lake Coordination Monthly Mtg. 	<ul style="list-style-type: none"> Weekly Staff Meetings. One2One meetings with each staff member. Bi-monthly meetings with Chair and Board. Prior Lake Coordination Monthly Mtg. Prepare a 1W1P workplan for BWSR, as requested.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Operations & Maintenance

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Website and Media <i>Education and Outreach (Class 652)</i> Project Lead: Diane & Kathryn	<ul style="list-style-type: none"> • As of July 3: • Website articles posted— Arctic Lake ribbon cutting; Spring Lake Alum treatment complete; Summer lawn care. • PLA articles: A better way (front page article on cost-share/lake irrigation & rain barrels!) • Scott Co. SCENE articles. • Facebook & Twitter- continuing Trivia Tuesday (post question on Tuesday and separate post w/ answer on Wednesday). • Facebook: <ul style="list-style-type: none"> • 355 page likes; 7 new likes!! • 17 Posts w/ 100+ views • Top Posts on FB: <ul style="list-style-type: none"> ○ Spring Lk alum treatmt complete (526 views, 15 reactions/likes, 71 post clicks) ○ Arctic Lk ribbon cutting (229 views, 8 likes/comments; 43 post clicks) ○ Trivia-lake level loggers (220 views, 8 comments/likes, 30 post clicks) ○ Lakes-plastics pollution (208 views, 7 likes, 3 shares) • Twitter: generally same as the FB articles. 5,128 total post impressions. 240 followers. 4 new followers. • 20 Tweets w/ 100+ views • Top Posts on Twitter <ul style="list-style-type: none"> ○ Trivia-t/f lawn watering (249 impressions (views), 7 engagements) ○ Lawn watering tips (246 impressions, 3 engagements) ○ Trivia-plastic bag recycling (197 impressions, 3 engagements) ○ MAWD tour photos (193 impressions, 3 engagements) 	<ul style="list-style-type: none"> • Continue writing posts and updates about projects • Will tweet and/or update Facebook about projects & news.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Prior Lake Outlet Structure & Channel

ACTIVITY	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Prior Lake Outlet Channel <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Outlet channel inspections. Took flow measurements. Removed veg from outlet structure daily. Ordered safety net and found contractor to install. 	<ul style="list-style-type: none"> Weekly channel inspections. Repair boat launch. gravel once erosion is taken care of up the hill. Install safety net at outlet on July 16.
Channel Bank Erosion (FEMA) <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Bi-monthly construction calls. Quarterly report to HSEM. 	<ul style="list-style-type: none"> Bi-monthly construction calls. Waiting for FEMA approval to go ahead.
JPA/MOA & TAC Meetings & Admin <i>Project Lead: Diane & Jaime</i>		<ul style="list-style-type: none"> Cooperator Meeting rescheduled for August. TAC Meeting in mid-July.
Invasive Species Removal <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Contacted Shakopee to reduce mowing in Segment 7. 	
MS4 Permit <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Annual Report was submitted prior to the deadline. 	<ul style="list-style-type: none"> Annual permit application has been delayed
PLOC Easements <i>Project Lead: Diane</i>		<ul style="list-style-type: none"> Close on Muhlenhardt easement on July 17

MEMORANDUM

TO: BOARD OF MANAGERS

FROM: MAGGIE KARSCHNIA, WATER RESOURCES PROJECT MANAGER

SUBJECT: ACQUISITION OF NEW CONSERVATION EASEMENTS - **UPDATE**
MAJESTIC & PARK HAVEN DEVELOPMENTS

ATTACHMENTS: MEMO TO BOARD DATED 6/27/18: <https://goo.gl/KDYUbs>
PERMIT HANDBOOK: <https://goo.gl/qWX4BH>

DATE: JULY 5, 2018

At the District's Board Chair meeting on June 27, 2018, the Board provided guidance to staff on how to move forward with the potential acquisition of new conservation easements (see memo attachment link above for reference). Based on the Board direction received, staff has been in contact with the City and the developer and will be moving forward with acquiring the wetland buffer easements on the two upcoming developments (Majestic and Park Haven) as well as for future developments moving forward. This memo is intended to provide a brief update on the status and next steps.

In order to formalize the process and to acquire the funds from the developer that will be necessary to complete the easements, the District will be requesting that the developers apply for a PLSLWD permit for Rule J: Buffers only, leaving all other permitting to the City in accordance with the MOA equivalency. The permit request for the Majestic development will likely be presented to the Board for review at its August meeting, and Park Haven development will likely be brought to a later meeting for approval. In order to keep the projects on track, a title search will likely be completed in the interim so that any troubleshooting can be completed early on. All costs for completing the easements will be covered by the permit fee deposits required by District Rules. All easement form templates are part of the Permit Handbook available in the attachment link above.

PRIOR LAKE – SPRING LAKE WATERSHED DISTRICT

4.4 District Administrator Performance Appraisal

The Board Chair will announce that the District Administrator's performance was reviewed and the result of that review.

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

MEMORANDUM

TO: PLSLWD BOARD OF MANAGERS
FROM: MAGGIE KARSCHNIA, WATER RESOURCES PROJECT MANAGER
SUBJECT: CONSERVATION EASEMENT #A569271 - PARCEL B AMENDMENT REQUEST
DATE: JULY 5, 2018

BACKGROUND

The Prior Lake-Spring Lake Watershed District has issued 40 Declaration of Conservation Easements since 2000. A conservation easement is a voluntary legally binding agreement between a landowner and a qualified land trust or government entity that permanently limits uses of the land in order to protect its conservation values. The District Rules require that new developments must establish perpetual easements for ponding, flowage and drainage purposes over hydrologic features such as waterbodies and stormwater basins.

During the 2016 annual inspection for Conservation Easement #A569271, it was discovered that a portion of the easement area in Parcel B of the easement is currently being mowed, landscaped, and paved, which is not in accordance with the restrictions of the conservation easement. Aerial photographs suggest that when the play structure was installed on the property a small portion of the wetland may have been filled in as well. Since the time the violation was discovered, District staff has worked on developing a potential easement amendment with the landowner, Tyler Chambers, that would meet the goals of the easement.

CONSERVATION EASEMENT #A569271

Signed in 2002, Conservation Easement #A569271 was designed to create a buffer strip around the perimeter of a natural wetland in conjunction with the development of the surrounding land as part of Permit #02.02 for the Red Cedar Heights Project. Although the easement was signed and recorded, a portion of the signs/monuments that are required by the easement were never installed along the boundary and the areas never restored to native vegetation.

The entirety of the conservation easement area in Parcel B on the Chambers property is currently out of compliance and consists of approximately 2,240 square feet. The easement area on the Chambers property currently has sod, an area of pavement, a shed, landscaping, and a play structure on it.

EOR has developed three different options to help landowners in such situations explore alternatives to the conservation easement as currently delineated. Several options were considered, including moving an equivalent easement area to adjacent locations, installing raingarden(s), and restoring strategic areas to native prairie/grassland. Ultimately, an option was chosen that is believed to meet the same conservation values as the original easement.

EASEMENT AMENDMENT REQUEST: STRATEGIC RESTORATION AREA

The landowners is proposing to remove approximately 1,680 square feet from the current easement that lies behind his home. In replacement, the landowner is proposing to install a 5-foot wide infiltration trench along the edge of the wetland which will provide equivalent water resource values in a smaller area consisting of approximately 560 square feet (see attached Infiltration Trench fact sheet developed by EOR and proposed easement amendment map). The landowner is also requesting that the District allow the small rock retaining wall to remain in the easement along the boundary of the encumbered area.

As per the Easement Amendment Policy approved by the Board in 2016, an amendment request must meet the following requirements:

- The amendment is consistent and compatible with the purposes and intent of the original easement.
- The amendment has a net beneficial or neutral effect on the relevant conservation values protected by the easement.
- The amendment results in conditions that can be monitored and enforced by PLSLWD.

Developed as one of the equivalent alternative easement options by the District Engineer at EOR, the amendment request for an infiltration trench appears to be consistent with the purpose of the original conservation easement and has equivalent conservation values. Monitoring the new easement area will be similar to current monitoring and enforcement strategies.

REQUESTED ACTION

The Easement Amendment Request for Conservation Easement #A569271 – Parcel B was determined to be complete on June 7, 2018. In accordance with the District's Easement Amendment Policy, the Board must make a decision by December 7, 2018 to do one of the following:

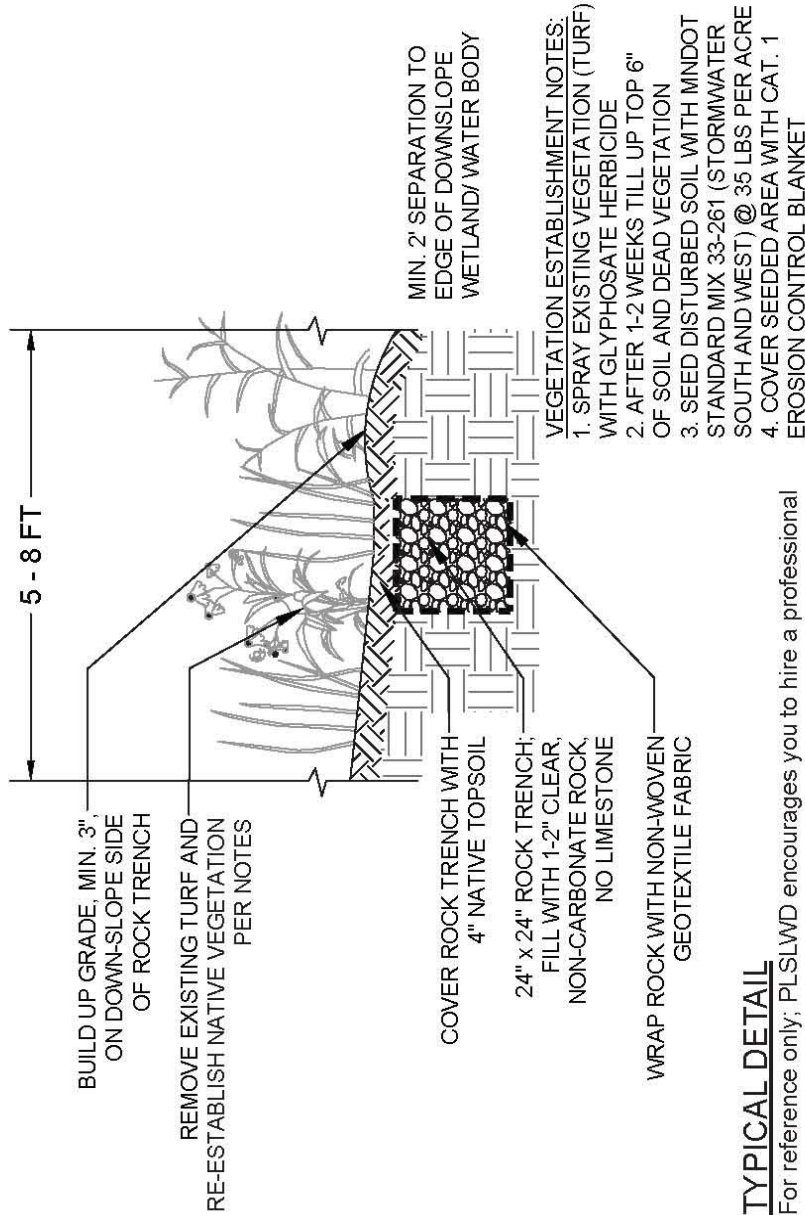
1. Approve the amendment request subject to the conditions below.
2. Move to delay the decision if more information is required.
3. Deny the amendment request, stating reasons for the denial.

Staff requests the Board move to approve the Easement Amendment Request subject to the following conditions:

1. The final easement amendment document and necessary title work will be completed in coordination with District staff by December 31, 2018.

2. The applicants must use an independent, experienced contractor to complete the restoration work for the project.
3. The new restored prairie/grassland area will be substantially complete no later than May 1, 2019 and will be inspected for final approval by the District.
4. Final corners of the new easement boundaries will be marked by a surveyor following restoration so that boundary signs may be accurately installed by the District.

Stormwater Treatment BMP: INFILTRATION TRENCH



TYPICAL DETAIL

For reference only; PLSLWD encourages you to hire a professional consultant to create personalized plans for your property

VENDOR LIST*

APPLIED ECOLOGICAL SERVICES

www.appliedeco.com
952-447-1919

PRAIRIE RESTORATIONS

www.prairieresto.com
1-800-837-5986

MINNESOTA NATIVE LANDSCAPES

www.mnnative Landscapes.com
763-295-0010

WETLAND HABITAT RESTORATIONS

www.whr.mn
612-385-9105

IMPLEMENTATION

- 1) Spray existing sod/vegetation with a glyphosate herbicide.
- 2) Till topsoil to a depth of 6".
- 3) Dig 2' x 2' trench along length of buffer, with spoils as down-slope berm; line trench with non-woven fabric; fill with clear rock.
- 4) Seed area with a native perennial/grass mix and stabilize with erosion control blanket.
- 5) Contract for 2-year establishment with qualified vendor to ensure survival of seed varieties and prevent weeds from colonizing.

RESULTS

- Stormwater treatment
- Stormwater infiltration
- Soil stabilization to prevent erosion
- Moderated water fluctuations during storms
- Wildlife habitat
- Lifespan = approx. 15 years

ESTIMATED COST.....\$25-30/LF

(based on 2017 material & labor costs)



clear rock in lined trench | photo: bobscaping



native vegetation on top of trench | photo: EOR

*vendor information is provided as a courtesy and does not constitute an endorsement by PLSLWD



DISCLAIMER: This information is to be used for reference purposes only. PLSLWD does not guarantee the accuracy of the material contained herein and is not responsible for misuse or misinterpretation. A survey should be completed if an exact boundary location is needed.

From: Charles Howley <cthowley@integra.net>
Sent: Monday, July 2, 2018 6:43 PM
To: Diane Lynch
Cc: corriganfred@gmail.com
Subject: Meeting agendas

Hi Diane,

I believe Fred had asked us for input on what we think is appropriate use of Consent Agenda items.....

My opinion is that the following could go on Consent:

1. Claims List
2. Cost Share items (small dollar amounts like pumps and rain barrels)
3. Run of the mill permit approvals, meaning ones without special requests
4. Really anything that is uncontroversial and normal business affairs

I say this assuming this helps clear up more room on the regular Agenda for policy discussions, project updates, budgets, education of the public, and other general "State of District" topics. I like seeing the results of monitoring, talking about future projects, and hearing what the watershed community in general is up to.

I say this from my perspective of not being around the District and staff as much as some of the other managers and my only real communication is at the monthly meetings.....I am probably in the minority on this view, and I don't feel so strongly in this opinion that we need to change what normal practice has been, this is merely my general thoughts on the matter.

Thanks.....Have a safe 4th and go USA!!!!

Charlie Howley

PRIOR LAKE – SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, June 12, 2018

Prior Lake City Hall

6:00 PM

Members Present: Curt Hennes, Charlie Howley, Mike Myser, Woody Spitzmueller & Fred Corrigan

Staff & Consultants Present: Diane Lynch, District Administrator
Maggie Karschnia, Water Resources Project Manager
Jaime Rockney, Water Resources Specialist
Kathryn Keller-Miller, Water Resource Assistant
Carl Almer, EOR, District Engineer

Others Present: Mary Walker, Resident
Gary Winsor, Resident
Pete Young, City of Prior Lake

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Corrigan at 6:10 PM.
- **2.0 PUBLIC COMMENT:** None
- **3.0 APPROVAL OF AGENDA:**
Manager Myser moved to approve the agenda. Second by Manager Hennes. All ayes. Motion passed 5-0.

OTHER OLD/NEW BUSINESS

- **4.1 INTRODUCTION OF INTERNS, KATIE SICKMAN AND KARA VAN LERBERGHE**
Both Katie and Kara introduced themselves and gave a brief background of their education and goals for the internship. Both are Prior Lake High School graduates. Welcome for the summer!
- **4.2 MANAGER PRESENTATIONS**
Managers presented on liaison meetings they have attended and/or other events in the District they have participated in.
- **4.3 PROGRAMS & PROJECT UPDATES**
Staff gave updates on ongoing District projects and activities.

- **4.4 PERMIT 18.04 DULUTH STREET PROJECT**

Manager Myser moved to approve the permit. Second by Manager Howley. All ayes. Motion passed 5-0.

- **4.5 LAKE IRRIGATION AND RAIN BARREL APPLICATIONS**

Kathryn Keller-Miller gave an update on the cost share applications the District has received this spring and summer so far. Manager Spitzmueller moved to approve the applications. Second by Manager Howley. Manager Myser abstained. Motion passed 4-0.

- **4.6 CONSERVATION EASEMENT #A722055 AMDENDMENT REQUEST**

Manager Hennes moved to approve the amendment as requested and accept the request for the reduced easement amendment fee. Second by Manager Myser. All ayes. Motion passed 5-0.

- **4.7 MINOR PLAN AMENDMENT**

Manager Myser moved to adopt the PLSLWD 2010-2019 Water Resources Management Plan, amended June 12, 2018. Second by Manager Howley. All ayes. Motion passed 5-0.

- **4.8 SAFETY MANUAL**

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

- **5.0 APPROVAL OF CONSENT AGENDA**

Manager Myser voted to approve the consent agenda. Second by Manager Hennes. All ayes. Motion passed 5-0.

- **6.1 CLAIMS LIST**

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

- **7.0 UPCOMING MEETINGS/EVENTS**

- CAC Meeting, Thursday, June 28 from 6:30-8:00 PM, Prior Lake City Hall

ADJOURNMENT

Manager Hennes moved to adjourn meeting. Second by Manager Myser. 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 June 28, 2018
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.

Attendees:

CAC Members present: Steve Pany., Kim Silvernagel., Marianne Bretibach, Elizabeth Schramm and Adam Fitzpatrick.

Others present: District Director: Diane Lynch, District Manager: Curt Hennes

- I. Call meeting to order 6:36pm – President Steve Pany
- II. Agenda-additions-Approval of Agenda & May meeting minutes.
 - a. Approved minutes.
 - b. Approved agenda.
- III. Watershed District Projects update / Discussion topics:
 - a. Alum application Spring Lake update.
 - i. Completed last month.
 - ii. Last application was 2013
 - iii. Master plan is to do 1 more at a TBD time.
 - iv. 146k gallons of alum applied.
 - v. Does anyone on upper Prior Lake call in and complain about not getting treatment?
 1. Not at this time.
 2. Monitoring to see if the current 'green' of upper Prior Lake will decrease.
 - vi. Aquatic plants are coming back to Spring Lake, which will help with the phosphorous levels.
 - b. Does anyone know of a list for educational seminars?
 - i. CAC still has \$300 to use this year.
 - ii. Diane will send out the list
 - a. Upper watershed water storage developments.
 - a. Any new developments? Sutton lake is a possibility.
 - b. Staff will be reviewing a plan.
 - c. Landowners will have a berm that will need to be approved.
 - d. Water levels – Prior is coming down. But more rains are coming. Spring lake is also coming down.
 - b. CAC information brochure update.
 - a. Copies not available yet for the finished product but will be sent out.
 - b. Will be used at Lakefront Days
 - c. Water Quality Improvement Award 2018 update.
 - a. Will wait for classes to be done this year and then contact attendees in the watershed
 - d. Details: Weather Station.
 - a. New in Spring Lake Township

- b. Available on the watershed website
 - c. Many stats available to viewers
 - e. Managers Meeting video website.
 - a. Broadcast times have changed—there is a link from the District’s website
 - b. Managers Meeting 2 hours max? Can this meeting be limited to 2 hours...most meetings are under 2 hours. Agenda now has added times to the topics and a timekeeper is at the meeting.
 - f. Debris removal possibility Crystal (Mud) Bay for carp removal.
 - a. Watershed grant is expired, when the next one becomes available, then money will be available to clear the debris.
 - g. Environment questions from CAC / WD for booth Lakefront Days. 8/3 & 8/4 – should the WD be in parade?
 - a. Could be planned for 2019.
 - b. Any volunteers to be in the parade? None were identified.
 - c. Environmental questions for 2018 will be sent to the CAC members for feedback or additions- Diane to send out.
 - d. What should WD do for a game, in addition to last year’s games. Any ideas, please share.
 - h. Aquatic Plants Analysis
 - a. Really early spring with a quick rise in temps, so did not treat for curlyleaf pondweed at Lower Prior or Spring Lake.
 - b. Steve McComas will do an inventory in mid-July.
 - c. Biobase recordings are still being done. Should review results when done.
 - i. Sand Point Beach Park project grand opening event. City / WD. Date will be 7/17
 - a. Diane will send more information.
 - b. Raymond park grand event- maybe coordinate when Spring Lake has their picnic there?
 - j. Recap of MAWD summer tour
 - a. Curt provided some brochures he picked up at the event.
 - b. City of Waconia has a water re-use program that was very impressive.
 - k. Date for Carl Almer of EOR presentation to CAC, need input WRMP. He will be at the August CAC meeting
 - l. Next CAC meeting – August (July meeting will be cancelled).
- IV. Comments, suggestions, questions.
- a. Passed around Star Tribune carp article dated 6/24/18
 - b. Associated Press article regarding Dayton not giving up on groundwater...6/11/18
 - c. Board packet had more people applying for lake pumps to irrigate. Watch for an article in the Prior Lake American.
- V. Adjourn 7:36pm

MEMORANDUM

TO: BOARD OF MANAGERS
FROM: KATHRYN KELLER-MILLER, WATER RESOURCES ASSISTANT
SUBJECT: PLSLWD COST SHARE
DATE: JULY 3, 2018

PLSLWD COST SHARE PROGRAM

The Prior Lake-Spring Lake Watershed District (PLSLWD) offers a residential cost share program for PLSLWD residents to help them install eligible best management practices. Cost share for rain barrels and lake irrigation pumps are managed solely through PLSLWD, while cost share for practices that may require design assistance, like rain gardens and shoreline restorations, are managed by the Scott SWCD and funded by PLSLWD.

Currently, the District offers up to \$50 for the installation of a rain barrel and will cover 50% of the cost, up to \$150, for the installation of a water pump for lake irrigation (allowing residents to water their lawns, etc. with lake water instead of city drinking water).

Residents must submit a completed cost share application and receive approval *before* purchasing a pump or rain barrel. Cost share applications can be found on the Cost Share page of our website under the Get Involved tab (www.plslwd.org/get-involved/cost-share/).

COST SHARE PROJECTS REQUESTING APPROVAL

This year we have done much more promoting of the PLSLWD Cost Share program and have received over 20 applications so far – many more applicants than we’ve had the past several years. We have received applications from Spring, Upper and Lower Prior residents with nearly equal numbers of Lower & Upper Prior residents applying. Our cost-share program was even highlighted on the front page of the Prior Lake American newspaper in the June 30th edition.

The following residents have **completed** the installation of their cost share project this month and the installation has been verified by District staff.

Name	Cost Share Practice		Reimbursement Amount
Thomas Mansk	Lake irrigation pump	Lower Prior	\$150.00
William Criego	Lake irrigation pump	Lower Prior	\$150.00

BOARD ACTION REQUESTED

Staff recommends that the Board moves to approve the payment for the above cost-share recipients.

7/10/2018
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 7/5/2018

Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
HAB Aquatic Solutions	PL-18-002	Spring Lake Alum Phase 2	269,258.00
Applied Ecological Services, Inc.	49298	Cty Rd 12 Wetland	548.15
FOR	00758-0018 3.1	General Engineering	246.00
FOR	00758-0015 5.1	Permitting	2,050.00
FOR	00758-0018 1.1	Storage & Infiltration	806.50
FOR	00758-0018 5.3	Rule Revision	1,189.00
FOR	00758-0018 3.6	Minor Plan Amendment	369.00
FOR	00758-0018 5.2	BMP Easements	205.00
WSB	R-011960-000 2	Geis Wetland and PIT Project	6,140.42
WSB	0-003032-010 32	Carp Management	6,614.75
North American Safety	35604	Safety Helmets	115.43
MN Native Landscapes	17587	Fish Point Park	205.00
RMB	394732	Water Monitoring	680.00
RMB	62718	District Monitoring Program Manual	4,000.00
RMB	401699	Water Monitoring	680.00
RMB	401713	Water Monitoring	355.00
Thomas Mansk		Water Pump Cost Share	150.00
William Criego		Water Pump Cost Share	150.00
SW News Media	100426	Minor Plan Amendment Notice	112.70
Subtotal			293,874.95
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
FOR	00758-0086	PLOC Vegetation Maintenance	643.15
FOR	00758-0102	FEMA Segment 5 Sediment Removal	540.50
FOR	00758-0122	PLOC Master Plan	5,534.25
FOR	00758-0038	PLOC Engineering Assistance	511.50
Messerli & Schadow		June	1,160.00
MN DNR	23701065.00 7	Reimbursement PLOC Repair	90,083.67
Ryan Bonney		PL Outlet Debris Removal	600.00
SCA& T		Muhlenhardt Closing	17,243.00
EK Movers & Disposal	147	Removal of boat by outlet structure	550.00
Sunram Construction		PLOC Segment 4`	1,489.36
Subtotal			118,355.43
3. Payroll, Office and Overhead			
ADP Manager Per Diems		Already Paid	465.50
ADP Staff Payroll		Already Paid	22,058.16
ADP Taxes & Benefits		Already Paid	12,637.78
City of Prior Lake	911	Office Workstation	2,148.52
Connexus Credit Union		Health Savings Account	115.38
H SA Bank		Health Savings Account	115.38
Iceberg Web Design	24447	Website Hosting	61.98
League of MN Cities	40000547	Work Comp Insurance	1,227.00
Messerli & Schadow		June	910.00
Metro Sales	1109770	Copy Machine Contract	110.60
NCPERS	9400718	Life Insurance	104.00
Subtotal			39,954.30
4. Debt repayment and Interest			
Northland Trust Services		Principal	
Northland Trust Services		Interest	
Subtotal			0.00

TOTAL

452,184.68

X

X