

AGENDA

Tuesday, January 8, 2019

6:00 PM

Prior Lake City Hall

www.plslwd.org

BOARD OF MANAGERS:

Fred Corrigan, President; Mike Myser, 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)

4:30-4:45 PM AIS Ideas

4:45-5:45 PM Governance Manual Revisions Review

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 Permit # 18.05 TH13 Project: MnDOT Request to Waive Permit Security Requirement (Vote)

4.4 2019 Legislative Strategy re. Flood Storage and Carp Management (Vote)

4.5 Resolution 19-330 Updated Fee Deposit and Permit Security Requirements (Vote)

7:15-7:25 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 11 Board Workshop & Board Meeting

5.2 Meeting Minutes—December 13 CAC

5.3 Schedule of 2019 Regular Board Meetings

5.4 Schedule of 2019 CAC Meetings

5.5 Approval of 2019 CAC Members

5.6 Selecting the 2019 District Depository Bank

5.7 Selecting the 2019 Official Newspaper

5.8 2019 Board Per Diem Policy

- | | | |
|----------------|-----|---|
| 7:25-7:35 PM | 6.0 | TREASURER'S REPORT |
| | 6.1 | Claims List (Vote) |
| | 6.2 | Cash & Investments (Discussion Only) |
| | 6.3 | Financial Report (Discussion Only) |
| 7:35 – 7:40 PM | 7.0 | UPCOMING MEETING/EVENT SCHEDULE: |
| | | <ul style="list-style-type: none">• CAC Meeting, Thursday, January 31 from 6:30-8:00 PM, Prior Lake City Hall |

PRIOR LAKE – SPRING LAKE

W A T E R S H E D D I S T R I C T

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

JANUARY 2019 PROGRAMS & PROJECTS UPDATE

Capital Projects

| PROJECT | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|---|---|---|
| Public Infrastructure Partnership Projects <i>Project Lead: Maggie</i> | <ul style="list-style-type: none"> EOR continued to work on concept design work for Sunset Hills Park Retrofit Project. Continued to work towards final design on Fairlawn Shores Improvement Project. | <ul style="list-style-type: none"> Bid out work for Fairlawn Shores Improvement Project. Coordinate public neighborhood meeting with City of Prior Lake for the Sunset Hills Park Retrofit Project to gain feedback from residents before final design. Work with Spring Lake Township on DNR CPL grant application for Fish Lake shoreline restoration project. |
| Storage & Infiltration Projects <i>Project Lead: Diane</i> | <ul style="list-style-type: none"> Conducted second meeting with landowners. EOR is working with the DNR re. design. EOR applied for a DNR permit. 30% design is completed. | <ul style="list-style-type: none"> 60% design DNR permit approval Meeting with landowners |
| Carp Management <i>Rough Fish Management (Class 611)</i> <i>Carp Management Project (Class 750 & 751)</i> <i>Project Lead: Maggie & Kathryn</i> | <ul style="list-style-type: none"> Continued to track radio-tagged carp throughout the lakes. Coordination meeting with WSB to set goals for 2019. Continued to refine design for Northwood Barrier. Completed Feasibility Study for carp management as required for upcoming 1W1P grant. | <ul style="list-style-type: none"> WSB and PLSLWD staff will continue to track the radio-tagged tagged carp. Carp seines this winter/spring as conditions are favorable in Upper Prior Lake. Final design and installation of the Northwood carp barrier once next grant funding is available. |

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Operations & Maintenance

| PROGRAM | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|--|---|--|
| Ferric Chloride System Operations <i>Project Lead: Jaime</i> | <ul style="list-style-type: none"> Completed monthly DMR report. Start Annual Report | <ul style="list-style-type: none"> Monthly DMR Report. Get quote from new ferric delivery company. Annual report QA/QC data |
| Farmer-Led Council <i>Project Lead: Maggie</i> | <ul style="list-style-type: none"> Coordinated FLC meeting on December 6th. Reached final design on FLC logo & Lake Friendly Farm signs and ordered the signs. Began planning and coordination for Lake Friendly Farm Program kick-off event for January 30th. | <ul style="list-style-type: none"> Organize publicity event/release for Lake Friendly Farm Program to celebrate first two fields certified on January 30th. Next FLC meeting: March |
| Cost Share Incentives <i>Project Lead: Kathryn, Diane</i> | <ul style="list-style-type: none"> Received over 40 applications for lake irrigation pumps and rain barrels in 2018. | <ul style="list-style-type: none"> Process applications as they are received. Verify installation of completed projects. |
| 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 control invasive species during growing season. Install small plant identification signs. |
| Raymond Park Restoration Project <i>Project Lead: Kathryn</i> | <ul style="list-style-type: none"> Finished up design for the interpretative signs. Completed annual grant report. | <ul style="list-style-type: none"> Install educational interpretative signs. 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. |
| CR 12/17 Wetland Restoration <i>Project Lead: Maggie</i> | | <ul style="list-style-type: none"> Continue to work with AES on invasive species control and vegetation establishment. Move the large sign to a better viewpoint, with City assistance. |

PRIOR LAKE - SPRING LAKE



WATERSHED DISTRICT

Operations & Maintenance

| PROGRAM | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|---|-------------------------------|---|
| <i>Lower Prior Lake Retrofit Projects</i> <i>Project Lead: Maggie</i> | | <ul style="list-style-type: none">• Continue to work with AES on site maintenance until the projects are fully established and accepted by the City of Prior Lake.• Install interpretive signs for projects. |

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Planning

| PROGRAM | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|--|---|--|
| <i>District Plan Update</i> <i>Project Lead: Diane</i> | <ul style="list-style-type: none">• WRMP meeting with CAC on 12/13• WRMP meeting with TAC on 12/14• WRMP meeting with Staff on 12/18• WRMP meeting with Board on 12/19 | <ul style="list-style-type: none">• WRMP meeting with Staff on 1/3 |
| <i>Feasibility Reports</i> <i>Project Lead: Maggie</i> | <ul style="list-style-type: none">• Worked on updating e-Link work plan for 1W1P grant approval by BWSR. | <ul style="list-style-type: none">• Engage EOR for feasibility reports once grant contract is signed with BWSR and funding is available. |

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Education & Outreach

| PROGRAM | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|---|---|---|
| Website and Media <i>Project Lead: Kathryn</i> | <ul style="list-style-type: none"> • As of Jan 3, 10:30 am: • Website articles posted—Winter Maintenance Workshop Jan 16th; Carp Video Wins Award @MAWD • Scott Co. SCENE articles. • Prior Lake Am articles. • Facebook & Twitter- continuing Trivia Tuesday (question posted on Tues, answer posted Wed). • Facebook: <ul style="list-style-type: none"> • 390 page likes, 1 new like • 17 Posts w/ 100+ views • <u>Top Posts on FB:</u> <ul style="list-style-type: none"> ○ Carp video wins MAWD award (753 views, 50 likes, 23 comments, 91 clicks) ○ Reuse before recycle video (276 views) ○ Ice fishing & trash on ice (244 post views) ○ Trivia- beavers also alter environ (230 views) ○ Wolves research Voyagers Nat'l Park (229 views) • Twitter: generally same as the FB articles. 6,100 total post impressions. 262 followers, 4 new followers. • 12 Tweets w/ 100+ views • <u>Top Posts on Twitter</u> <ul style="list-style-type: none"> ○ Prior Lake treats roads w/ salt brine (831 views) ○ Trivia-reuse before recycling (796 views) ○ Trivia-beaver (433 views) ○ Trivia-environ 2019 resolutions (363 views) ○ Trivia-more waste is generated during the holidays than rest of yr (363 views) | <ul style="list-style-type: none"> • Continue writing posts and updates about projects • Will tweet and/or update Facebook about projects & news. |
| Citizen Advisory Committee <i>Project Lead: Diane & Kathryn</i> | <ul style="list-style-type: none"> • Meeting on December 13. | <ul style="list-style-type: none"> • Next CAC meeting is on January 31. |
| MS4 Education Program <i>Project Lead: Kathryn</i> | <ul style="list-style-type: none"> • Outreach for Winter Maintenance Workshop for Parking lots & Sidewalks. | <ul style="list-style-type: none"> • Present 2019 Education and Outreach Plan at the February board meeting. |

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Monitoring & Research

| PROGRAM | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|--|---|---|
| Monitoring <i>Project Lead: Jaime</i> | <ul style="list-style-type: none">• Data management.• Database maintenance/entry.• Started hydrographs. | <ul style="list-style-type: none">• Data management.• Hydrographs.• Discharge graphs.• QA/QC data. |
| 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">• BioBase report.• Reports from Steve for the next Board meeting. |

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Regulation

| PROGRAM | LAST MONTH'S STAFF ACTIVITIES | NEXT STEPS |
|--|--|---|
| BMPs & Easements <i>Project Lead: Maggie & Kathryn</i> | <ul style="list-style-type: none"> Corresponded with several landowners about the violations on their property and/or how to amend the easement. Sent post-inspection letters to landowners with violations. Final survey work completed for the McCann Court easement amendment, documents drafted, moving forward with next steps. | <ul style="list-style-type: none"> Review amendment requests as they are received and work with landowners towards closing out approved amendment requests. Work with landowners to resolve easement violations. Create baseline documentation for each conservation easement property. Complete follow-up letters to all landowners now that inspections are complete. |
| Permitting <i>Project Lead: Maggie & Jeff</i> | <ul style="list-style-type: none"> Presented Permit 18.06 to the Board for approval at its December meeting which was approved with conditions. Reviewed school board projects and provided comments. Provided additional comments and review for solar projects. Corresponded with MnDOT on its request to waive permit security condition on Permit #18.05, and had conversations/correspondence with other watershed districts on the subject of permit securities. | <ul style="list-style-type: none"> Continue to inspect, follow-up on and close remaining open permits. Issue Permits #18.04, #18.05 & #18.06 once conditional requirements are met. Execute Stormwater Credits MOAs. |
| Rules Revisions <i>Project Lead: Diane</i> | <ul style="list-style-type: none"> No activity | <ul style="list-style-type: none"> Reconvene the TAC. Update the Board re. status. |

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. • Removed vegetation. | <ul style="list-style-type: none"> • Weekly channel inspections. • Repair erosion on outlet structure easement. • Annual Report |
| Channel Bank Erosion (FEMA) <i>Project Lead: Diane</i> | <ul style="list-style-type: none"> • Call with FEMA and HSEM on 12/20. | <ul style="list-style-type: none"> • Barr is working with SHPO and USACE to finalize FEMA request • Waiting for FEMA approval to go ahead |
| JPA/MOA & TAC Meetings & Admin <i>Project Lead: Diane & Jaime</i> | <ul style="list-style-type: none"> • Reviewed SMSC's comments on the draft MOA with Carl Almer and Chuck Holtman. | <ul style="list-style-type: none"> • Make the final revisions to the MOA and review at the 2019 Cooperators meeting. |
| Invasive Species Removal <i>Project Lead: Jaime</i> | <ul style="list-style-type: none"> • No activity. | <ul style="list-style-type: none"> • No activity. |
| MS4 Permit <i>Project Lead: Diane</i> | <ul style="list-style-type: none"> • No activity. | <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"> • No activity. | <ul style="list-style-type: none"> • Put together a list of all the documents for the easements. • Provide copies of respective easements to Cooperators. • Ask for decision on shape files at the next Cooperators meeting. |

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

MEMORANDUM

TO: PLSLWD BOARD OF MANAGERS
FROM: MAGGIE KARSCHNIA, WATER RESOURCES PROJECT MANAGER
SUBJECT: PERMIT #18.05 - TH-13 PROJECT
REQUEST TO WAIVE PERMIT SECURITY REQUIREMENT
DATE: JANUARY 3, 2019

BACKGROUND

At its Board Meeting on April 10th, the Board approved the Permit #18.05 request by the Minnesota Department of Transportation (MnDOT) for its Highway 13 Project that extends from TH 19 in Cedar Lake Township to 0.3 miles south of Eagle Creek Avenue (County Road 21) in Prior Lake. The project includes full depth reclamation with drainage improvements and repairs along the north half of the project and ditch restoration and drainage improvement on the south half of the project.

The north half of the project area is located almost entirely within subwatersheds that drain to Upper Prior or Spring Lakes which are listed as state impaired waters (see attached maps). In addition, a portion of Highway 13 that will be under construction crosses County Ditch 13 just upstream from the Ferric Chloride facility. The construction area also includes a crossing at the Ducks Unlimited wetland property that is owned by the PLSLWD and directly connects to Spring Lake.

The PLSLWD regularly requires security deposits from the contractors of public entities for road construction projects to help ensure that the water resources of the District are protected. One of the standard conditions placed on the approval of the Permit #18.05 includes:

A security deposit (surety) will be required from the contractor in the amount of \$1,000/acre of disturbed area within the District, totaling \$23,210 according to final plans received (to be verified).

REQUEST BY MNDOT

MnDOT responded to conditional requirements of the permit approval on December 17th, 2018 by email. In this response, the following comment was provided in response to the permit security requirement:

MnDOT legal counsel has advised us to notify all watersheds that have a surety requirement that State agencies should be exempt from the surety requirement. All work under a MnDOT construction contract is covered by the MnDOT performance bond, which MnDOT can invoke if the contractor fails to perform. Extra additional bonds and damage deposits are also a barrier to small business participation in projects.

The statement contradicted a recent PLSLWD permit issued to MnDOT (Permit #18.01) in which the required permit security amount was provided prior to construction. Subsequent calls and emails with MnDOT revealed that this is a new position that MnDOT is taking with respect to watershed district permits following a prior situation with a Coon Creek Watershed District permit (which was subsequently paid).

At the request of PLSLWD staff, MnDOT has provided the attached Memo from 2013 that indicates their enforcement procedures should erosion & sediment control BMPs be non-compliant on-site. PLSLWD requested an example of where an advanced enforcement measure was executed, *specifically utilizing funding from bonds to correct erosion & sediment control BMPs on-site*, but MnDOT could not locate any such example at the time, and none were subsequently provided.

LEGAL OPINION

The following are excerpts from Minnesota State Statutes and PLSLWD Rules for reference:

2018 Minnesota Statutes:

○ **103D.345 PERMITS.**

▪ Subd. 4. Bond.

The managers may require an applicant for a permit to file a bond with the managers in an amount set by the managers and conditioned on performance by the applicant of authorized activities in conformance with the terms of the permit.

▪ Subd. 5. Applicability of permit requirements to state.

A rule adopted by the managers that requires a permit for an activity applies to the Department of Transportation.

PLSLWD Rules:

○ **Rule L: Security**

- **5. POLITICAL SUBDIVISIONS.** The general contractor for activities of a political subdivision shall provide any security required by the permit and these Rules.

In review of this request by MnDOT, the District Attorney noted that while government agencies are not subject to permit fees, there is no such exemption from financial assurances (permit securities). Legally, a watershed district may require MnDOT to provide a financial assurance from its contractor as PLSLWD requires in its Rule L. However, it should be noted that most watershed districts *do not* require a financial assurance from governmental agencies.

DISCUSSION

Potential Risk to Water Resources:

The project lies in close proximity of and in direct connection through channels with two impaired waters within the PLSLWD (Spring and Upper Prior Lakes), as well as upstream from its Ferric Chloride facility. While all construction projects pose risks to water resources, this project has potential to have direct impacts on two impaired waters.

MnDOT has written procedures in place for enforcement of erosion & sediment control that help assure that advanced measures will be implemented, but there is no documentation that escalated enforcement procedures have been exercised or how on-site problems have been addressed.

Permit Enforcement without Security:

Without the permit security as an enforcement tool, the PLSLWD would still have other tools at its disposal to ensure compliance of the permit. Although less preferable, these tools include:

- Contact the MPCA
- Send a letter from District Attorney to the contractor and MnDOT requesting correction of permit violation(s)
- Issuing a Compliance Order to cease violation and to correct non-compliant site conditions (hold a PLSLWD Board hearing at one of its meetings to issue order)
- Revoke the permit until violation is corrected
- Go to District Court (Note: only used as a last resort)

Setting Precedent:

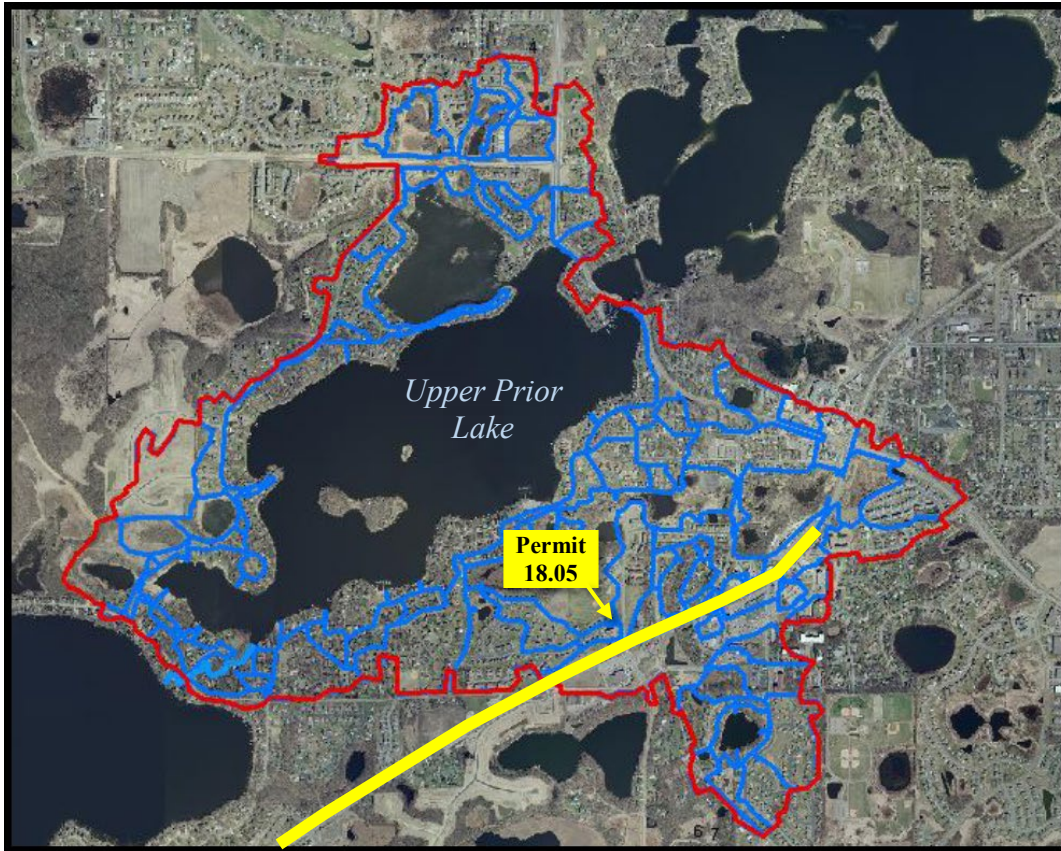
This is the first time that we are aware of that MnDOT has requested that a permit security be waived for a watershed district permit. The response to this request may set precedent for future MnDOT projects through PLSLWD and other watershed districts. Coon Creek Watershed District staff indicated that they did not anticipate waiving their financial assurance requirement for future MnDOT projects and noted that these assurances are incredibly helpful tools in permit enforcement.

In the past, PLSLWD staff have talked to other watershed districts' enforcement staff across the state who have indicated that they have difficulty getting compliance on governmental agency permits without having the same financial assurances that they do on private projects. As far as staff is aware, only PLSLWD and Coon Creek WD require permit securities from public entities.

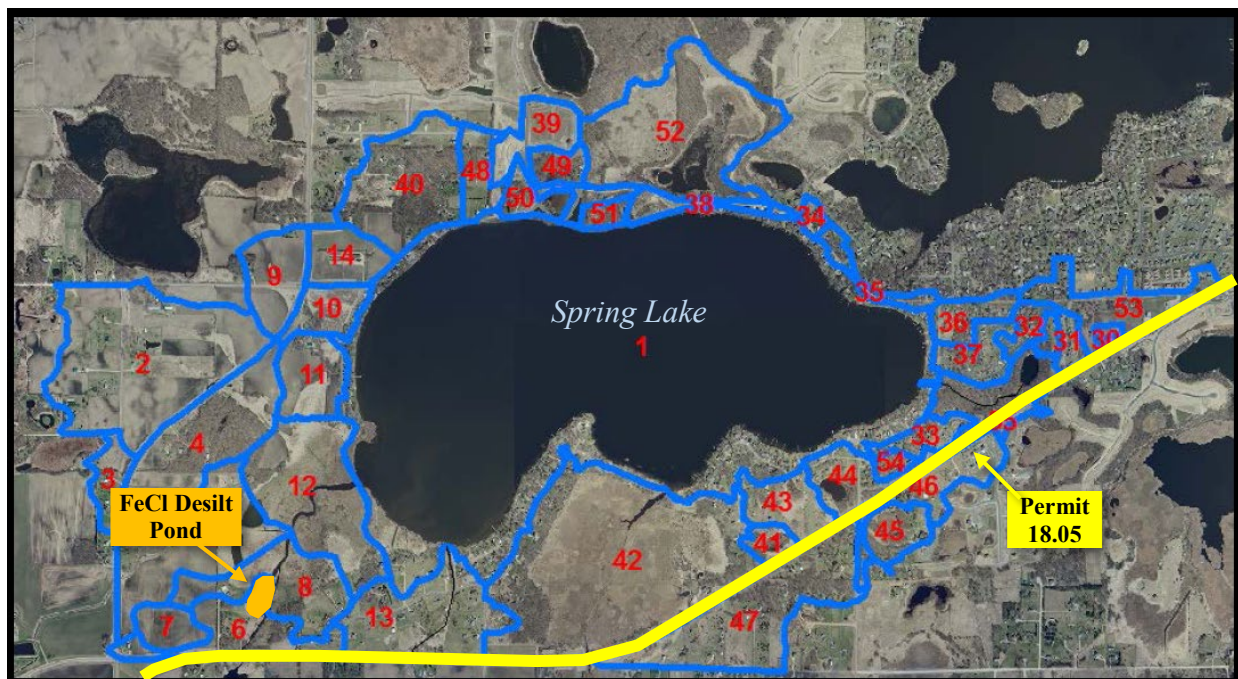
REQUESTED ACTION

At this time, District staff is requesting that the Board of Managers take action by choosing one of the following:

- 1) Approve MnDOT's request to waive the permit security requirement for Permit #18.05.
- 2) Deny MnDOT's request to waive the permit security requirement for Permit #18.05
- 3) Request more information and discuss the project further at an upcoming meeting, stating what information is required and the proposed day/time of the meeting.



Upper Prior Lake Subwatersheds Map



Spring Lake Subwatersheds Map




Minnesota Department of Transportation

395 John Ireland Boulevard
Saint Paul, MN 55155

Memo

TO: MnDOT Resident Engineers

FROM: Joel Williams 
Contract Administration Engineer

DATE: April 17, 2013

SUBJECT: Administering Environmental Requirements of Highway Contracts

The following progressive steps should be utilized by MnDOT construction personnel for proper administration of the environmental requirements of highway construction contracts. In all cases, document the date and details of conversations / correspondence, whether verbal or written.

1. Direct Contractor (project foreman) to bring the project into compliance. Specify the failure and the time deadline. If the situation is significant, put the directive in writing.
2. Direct Contractor in writing – copying (a) an officer of the entity, (b) ADE-Construction, and (c) the District Engineer – to bring the project into compliance. Cite the environmental or unacceptable work Specs. (e.g., 1701, 1702, 1512, Special Provisions) where appropriate. Identify the amount of retainage that will be withheld from the next payment voucher, citing Specs. 1714 and 1906 where appropriate. Consider consulting OES or appropriate District staff for estimate.
3. Inform Contractor via certified mail – copying (a) surety, (b) MnDOT Chief Counsel, (c) ADE-Construction, (d) District Engineer, and (e) OCIC (Tom Ravn or Joel Williams) – that the Engineer will exercise one or more of the following actions in the event that environmental compliance is not commenced within specified hours of receipt.
 - a. Declare the non-compliant work to be unauthorized, citing Specs. 1401 and 1512. Contractor will not be paid and will be required to reimburse for costs incurred by the MnDOT in providing inspection or acceptable work.
 - b. Suspend total or partial work on the project in accordance with Specs. 1509 and 1501.2.
 - c. Order Contractor in writing to remove its superintendent, or that of Subcontractor, who is not competent, per Spec. 1802.
 - d. Remedy unacceptable work that has not been corrected and deduct cost from money due Contractor, per Spec. 1512. The work may be self-performed by MnDOT or completed by a new contractor, with the cost offset in accordance with Spec. 1512. AG's Office should be consulted prior to taking action.
4. Engineer shall inform OCIC (Tom Ravn or Joel Williams) of the failure. OCIC shall consult with Office of Chief Counsel and may arrange a meeting with Contractor to discuss and subsequently send certified letter to Contractor, copying surety. The letter shall state that failure to comply within specified hours of receipt will result in:

An Equal Opportunity Employer



- a. default of Contractor, after giving due Spec. 1808 notice, and demand of Surety performance;
- b. possible suspension or debarment by the Minnesota Department of Administration; and/or
- c. rejection of future bids in accordance with Minn. Stat. § 161.32, subdiv. 1(d).

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

4.4 2019 Legislative Strategy

As of January 3, we do not have the information needed to include a legislative strategy for Hazard Mitigation Funding or for Commercial Fishing Areas rule changes. It will be provided in advance of the meeting, as soon as possible.

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

MEMORANDUM

TO: PLSLWD BOARD OF MANAGERS
FROM: MAGGIE KARSCHNIA, WATER RESOURCES PROJECT MANAGER
SUBJECT: PERMIT FEE SCHEDULE
DATE: JANUARY 2, 2019

First approved in a resolution in 2005, it has been over 12 years since the Board of Managers last reviewed the permit fee schedule. Staff is providing information in this memo to assist the Board in considering any revisions or updates it may want to do to the permit fee schedule in the coming year. The fee schedule lives outside of the District Rules as an independent document so that it can be updated more frequently, as needed.

BACKGROUND

When the PLSLWD first began administering permits, the Board of Managers determined that it is in the public interest to require applicants to pay the cost of administering, reviewing, and inspecting permit applications rather than using the District's annual administrative levy for such purposes. The PLSLWD collects two types of permit fees for projects:

Permit Fee Deposits: The Permit Fee Deposit (PFD) is due at the time that the permit application is submitted. The PFD includes a \$10 application fee and an amount held in escrow to be used for the actual costs of permit review, field inspections, monitoring and related expenses. *Note: In accordance with Rule K, PFDs are not charged to government agencies.*

Permit Securities: A Permit Security is a cash security or an irrevocable renewable letter of credit to ensure completion of the permitted activity in accordance with the permit and the rules of the District. The Permit Security is due following Board approval of the application, prior to permit issuance, and can vary in amount based on project activities. *Note: In accordance with Rule L, Permit Securities are required from the contractors of government agencies.*

In Resolution 05-196, the Board adopted a new permit fee deposit and security approach for 2005. In Resolution 05-203 the Board continued to establish an annual fee schedule by approving the permit fee deposit and security approach for 2006. The permit fee schedule has not been updated since.

CURRENT PERMIT FEE SCHEDULE

The following table presents the Permit Fee Deposit & Permit Security amounts adopted by the Board of Managers in 2005. Fees are cumulative based on each applicable category.

PERMIT FEE DEPOSITS:

| ACTIVITY | PERMIT FEE DEPOSIT (2005) |
|--|---------------------------|
| Grading or Alteration: | \$500 - \$2,000 |
| <i>Less than one acre</i> | <i>\$500</i> |
| <i>1.0 – 4.9 acres</i> | <i>\$1,000</i> |
| <i>5.0 – 19.9 acres</i> | <i>\$1,500</i> |
| <i>20 or more acres</i> | <i>\$2,000</i> |
| Projects with Wetland or Floodplain Areas | \$1,000 |
| Bridge or Culvert Crossing of a Waterbody or Ditch | \$1,500 (per crossing) |
| Drainage Alterations | \$1,500 |

PERMIT SECURITIES:

| ACTIVITY | AMOUNT OF SECURITY (2005) |
|--|---|
| 1. Site development/grading | \$1,000/acre |
| 2. Construction of a public ditch or waterbody crossing, including a crossing of the Prior Lake Outlet Channel | \$2,000 for single-lane crossing \$5,000 for 2 or more lanes |
| 3. Construction activity or grading within 100 feet of the Prior Lake Outlet Channel or any public ditch | \$3,000 for a parallel distance < 500 ft. \$5,000 for a parallel distance of 500+ feet |
| 4. Stormwater management facilities (ponds, outlets, infiltration basins, rain gardens, etc.)* | 125% of estimated construction costs |

PERMIT FEE SCHEDULE COMPARISONS

Permit fees amounts vary between different watershed districts, as they all have differing rules and foci. It is hard to compare fee amounts, but to provide a frame of reference, the following is a list of fee schedules by differing watershed districts in the metro:

PERMIT FEE DEPOSITS:

| WATERSHED DISTRICT | ACTIVITY | PERMIT FEE DEPOSIT |
|-----------------------------|---|--------------------|
| Ramsey-Washington WD | Application Fee | \$500 |
| Rice Creek WD | Erosion Control <i>(\$100 - \$500)</i> | \$1,100 - \$16,750 |
| | Stormwater Management <i>(\$1,000 - \$10,000)</i> | |
| | Wetland Alteration <i>(\$250 - \$5,250)</i> | |
| | Bridge, Culverts & Crossings <i>(\$500)</i> | |
| | Drainage Systems <i>(\$500)</i> | |
| Coon Creek WD | Application Fee <i>(\$10)</i> | \$1,510+ |
| | Review & Inspection Fee <i>(\$1,500)</i> | |
| | Staff Time <i>(Hourly Rate)</i> | |

Based on a permit enforcement survey completed last fall, approximately 74% of all watershed districts that permit require a PFD, except for governmental agencies. Some require only reimbursement for actual costs, while others charge as much as \$15,000. The amounts vary widely from district to district.

PERMIT SECURITIES:

| WATERSHED DISTRICT | ACTIVITY | SECURITY AMOUNT |
|-----------------------------|--|---------------------|
| Ramsey-Washington WD | Erosion & Sediment Control | \$2,000/acre |
| | Stormwater Management + Erosion & Sediment Control | \$5,000/acre |
| Rice Creek WD | Land Disturbance: <i>Less than one acre = \$1,000</i> <i>1 – 10 acres = \$1,000 + \$500/acre over 1 acre</i> <i>More than 10 acres = \$5,500 + \$250/acre over 10 acres</i> | \$1,100 - \$26,250+ |
| | Stormwater Management <i>\$0.50/cu.ft. of treatment, rounded to the nearest \$100</i> | |
| | Floodplain Mitigation <i>\$7.50/cu.yd. of mitigation, rounded to the nearest \$50</i> | |
| | Wetlands Mitigation <i>\$25,000/acre of replacement, rounded to nearest \$1,000</i> | |
| | | |
| Coon Creek WD | Performance Escrow: <i>Base fee = \$2,000</i> <i>Frontage fee = \$20 per foot of ditch</i> <i>Property size fee = \$500 per acre</i> | \$2,000 - \$38,000+ |
| | Wetland Escrow: <i>Base fee = \$500 per acre</i> <i>New Wetland Credit Values = \$35,000 per acre</i> | |

Based on a permit enforcement survey completed in 2017, approximately 76% of all watershed districts that permit require a Permit Security. Most watershed districts do not list the amounts on the website and refer generally to an amount determined necessary by the specific project. As further examples of permit securities, Capital Region WD has collected a permit security in excess of \$250,000 on a single large project, while Yellow Medicine River WD does not collect any permit securities.

STAFF RECOMMENDATION

The costs of enforcement have increased since 2005. A review of previous permit records indicates several examples where a Permit Fee Deposit was insufficient to cover costs accrued for permit projects and additional amounts were requested from the permit holder. In some instances, the additional costs were never recovered.

To help support PLSLWD's ability to ensure compliance of permits, to better its cover costs, and to effectively correct permit violations that threaten to harm the water resources of the PLSLWD, staff recommends that the following fee schedule below be adopted in replacement of the last approved schedule from 2005 (changes highlighted in yellow):

PERMIT FEE DEPOSITS:

| ACTIVITY | PERMIT FEE DEPOSIT |
|--|----------------------|
| Stormwater Management (new or reconstructed impervious surface): | \$1,000 per acre |
| Erosion & Sediment Control (area of disturbance) | \$1,000 per acre |
| Bridge or Culvert Crossing of a Public Water, Prior Lake Outlet Channel, or other drainage way (only drainage ways with tributary area > 100 acres) | \$2,000 per crossing |
| Drainage Alterations | \$1,000 |
| Buffer Strips | \$3,000 |

PERMIT SECURITIES:

| ACTIVITY | AMOUNT OF SECURITY |
|--|--|
| Land Disturbance (area of disturbance) <i>IN ADDITON: Land disturbance within 100 feet of a Public Ditch, Public Water or Prior Lake Outlet Channel (parallel distance in linear feet along waterbody)</i> | \$2,000 per acre + \$10 per linear foot |
| Stormwater Management (acre-foot of volume/water quality storage required) | \$20,000 per acre-foot |
| Floodplain Alteration (cubic-foot of mitigation) | \$7.50 per cubic-foot |
| Bridge or Culvert Crossing of a Public Ditch, Public Water or Prior Lake Outlet Channel | \$5,000 per crossing |

BOARD ACTION REQUIRED:

At this time, staff is requesting that the Board of Managers move forward with one of the following actions:

- 1) Approve and adopt Resolution #19-330 with attached Permit Fee Deposit & Permit Security Requirements as written.
- 2) Approve and adopt Resolution #19-330 with modifications to the attached Permit Fee Deposit & Permit Security Requirements.
- 3) Request more information and continue to discuss the permit fee schedule at a future Board meeting, stating what additional information is required and the date/time of the future meeting.

Resolution 19-330

A Resolution Adopting Updated Permit Fee Deposit & Permit Security Requirements

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 Water Resources Management Plan under Minnesota Statutes Section 103B.231, and is the local water management organization, and

WHEREAS Minnesota Statute Section 103D.345 authorizes the board of managers of a watershed district to charge fees to cover the actual costs related to the investigation, analysis and subsequent monitoring of a proposed and permitted activity, and

WHEREAS the PLSLWD Rules state that it is the policy of the Board of Managers to require applicants to pay the costs of administering and reviewing the permit applications and inspecting approved activities (Rule K, paragraph 1), and to provide security to assure compliance with the District's Rules (Rule L, paragraph 1), and

WHEREAS the PLSLWD has developed permit fee deposit and permit security requirements that implement Rules K and L, and these requirements conform to Minnesota Statutes Section 103D.345.

THEREFORE, BE IT RESOLVED by the PLSLWD that it hereby adopts the attached Permit Fee Deposit and Permit Security Requirements.

BE IT FURTHER RESOLVED that any future updates or adjustments to the Permit Fee Deposit and Permit Security Requirements will be made in accordance with the written procedures of the most current version of the adopted Governance Manual.

The Resolution was adopted/rejected by the following vote:

| | <u>Yea</u> | <u>Nay</u> | <u>Absent</u> |
|--------------|------------|------------|---------------|
| MYSER | | | |
| CORRIGAN | | | |
| HENNES | | | |
| SPITZMUELLER | | | |
| HOWLEY | | | |

Upon vote, the chair declared the resolution adopted.

Charles Howley, Secretary

Dated: _____, 2019

Attachment:

Permit Fee Deposit and Permit Security Requirements

PERMIT FEE DEPOSITS:

| ACTIVITY | PERMIT FEE DEPOSIT |
|--|----------------------|
| Stormwater Management (new or reconstructed impervious surface): | \$1,000 per acre |
| Erosion & Sediment Control (area of disturbance) | \$1,000 per acre |
| Bridge or Culvert Crossing of a Public Water, Prior Lake Outlet Channel, or other drainage way (only drainage ways with tributary area > 100 acres) | \$2,000 per crossing |
| Drainage Alterations | \$1,000 |
| Buffer Strips | \$3,000 |

PERMIT SECURITIES:

| ACTIVITY | AMOUNT OF SECURITY |
|---|--|
| Land Disturbance (area of disturbance) <i>IN ADDITION: Land disturbance within 100 feet of a Public Ditch, Public Water or Prior Lake Outlet Channel (parallel distance in linear feet along waterbody)</i> | \$2,000 per acre + \$10 per linear foot |
| Stormwater Management (acre-foot of volume/water quality storage required) | \$20,000 per acre-foot |
| Floodplain Alteration (cubic-foot of mitigation) | \$7.50 per cubic-foot |
| Bridge or Culvert Crossing of a Public Ditch, Public Water or Prior Lake Outlet Channel | \$5,000 per crossing |

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

WORKSHOP MEETING MINUTES

Tuesday, December 11, 2018

Prior Lake City Hall

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

Staff Present: Diane Lynch, District Administrator

Others Present: Dave Beer, Scott County and Annette Thompson, City of Prior Lake.

The meeting was called to order by President Fred Corrigan at 4:00 p.m.

Tera Guetter, District Administrator, Pelican River Watershed District, AIS Overview

Tera provided background regarding the Statewide Aquatic Invasive Species Advisory Committee and her experiences with flowering rush at the Pelican River WD.

Governance Manual Revisions

Managers continued their review of the Governance Manual.

City of Prior Lake's Ordinance re. Draining of Pools

Manager Howley expressed concern over news of pools being drained into the City's sanitary sewer system and if the City's new ordinance would result in draining of pools onto landscapes that would eventually enter surface waters. After a brief discussion, the managers understood that there were only a few large pools and that owners would only need a \$50 permit to drain into the sanitary sewer system, so surface waters were not at risk.

Per Diem Policy, Board Liaison Appointments and Officers

Managers reviewed an updated per diem policy. A list of Board Liaison Appointments will be approved after a new Board Manager is appointed. The Board may consider electing officers at the January Board meeting.

Emerging Issues

Manager Myser suggested that the CAC and Board Chair meetings be discussed at a Board workshop in 2019.

The meeting adjourned at 5:55 p.m.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, December 11, 2018

Prior Lake City Hall

6:00 PM

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

Members Absent: Fred Corrigan

Staff & Consultants Present: Diane Lynch, District Administrator
Maggie Karschnia, Water Resources Project Manager
Jeff Anderson, Water Resource Technician
Carl Almer, EOR, District Engineer

Others Present: Lori Peterson, Plate on Main
Sandra Hiben, Resident
Grace Swanson, Resident
Steve Moore, Resident
Jacob Bongard, Bolten & Menk
Josh Stier, Bolten & Menk

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by acting Chair, Mike Myser.
- **2.0 PUBLIC COMMENT:** None

PUBLIC HEARING – 2019 FINAL LEVY

Manager Hennes moved to open the Public Hearing. Second by Manager Howley. All ayes. Motion passed 4-0.

No Public Comment

Manager Howley moved to close the Public Hearing. Second by Manager Spitzmueller. All ayes. Motion passed 4-0.

Manager Howley moved to approve Resolution 18-329, Certifying the 2019 Tax Levy. Second by Manager Spitzmueller. All ayes. Motion passed 4-0.

- **3.0 APPROVAL OF AGENDA:**

Manager Howley moved to approve the agenda after removing items 4.3. 4.4 and 4.5. Second by Manager Hennes. All ayes. Motion passed 4-0.

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 PROGRAMS & PROJECT UPDATES**

Staff gave updates on ongoing District projects and activities.

- **4.6 PERMIT #18.06 TH13 AND CSAH21 RECONSTRUCTION**

Manager Spitzmueller moved to approve the permit subject to listed conditions. Second by Manager Hennes. All ayes. Motion passed 4-0.

- **5.0 APPROVAL OF CONSENT AGENDA**

Manager Hennes moved to approve the consent agenda. Second by Manager Howley. All ayes. Motion passed 4-0.

- **6.0 TREASURER REPORT/FINANCIAL REPORT**

Manager Spitzmueller gave updates on current financial reporting.

- **7.0 UPCOMING MEETINGS/EVENTS**

- CAC Meeting December 13

ADJOURNMENT

Manager Howley moved to adjourn meeting. Second by Manager Spitzmueller. All ayes. Motion passed 4-0. Meeting adjourned.

Charlie Howley, Secretary

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Citizen Advisory Committee

Thursday December 13, 2018

6:30-8:00 p.m.

Prior Lake City Hall

4646 Dakota Street SE Prior Lake, MN 55372

Attendees:

- **CAC Members present:** Steve P., Kim S., Elizabeth S., Jim G., Marianne B, Jody S, Jim W, Jerry M., Adam F., Roger W.
- **Others present:** District Director: Diane L, District Treasurer: Woody S, EOR Presenters: Carl Almer and Camilla Correll

- I. Call meeting to order 6:34pm – President Steve Pany
- II. Agenda-additions-Approval of Agenda & October meeting minutes.
 - a. Approved minutes.
 - b. Approved agenda.
- III. Watershed District Projects update / Discussion topics:
 - a. Water Resources Management Plan Meeting.
 - i. Reviewed EOR's PowerPoint presentation.
 - ii. Reviewed Issues, Goals, and Implementation activities.
 - b. Carp seining update.
 - i. Working to clean up Crystal Bay so debris won't catch on nets
 - ii. Number of carp with tags, after 3 years the batteries appear to be dead. More fish have been tagged.
 - iii. When the ice is safe, will be able to get out and use the radio to find the tags to lead to the schooling of the carp.
 - c. Steve had a newsletter from Conservation Minnesota with good results around the buffer management.
 - d. Summary MAWD conference. Always the second weekend after Thanksgiving- keep it in mind for next year.
 - i. Previously asked MAWD to help support the opening of the commercial fishing monopoly so that carp removal can be done by any licensed commercial fisherman, not just the one assigned to a particular territory. DNR was fine if MAWD and others pushed this thru legislation. This will give our purposes more flexibility.
 - ii. Marianne provided some information for review.
 - iii. For next year, MAWD may have an area for breakout and a CAC gathering.
 - iv. Marianne encouraged others to attend, if no one wants to, she is happy to represent.
 - e. Water detention on Sutton Lake is going well, to put in berms, control structures and a beaver baffler.
 - i. Carl provided updates on what he has been progressing forward with regarding the structures and the wetland regulations. And working with the DNR for other structures.
 - ii. Jim W mentioned there is a lot of opportunity for the wetland.

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

- I. Next meeting date: January 31st
- II. Comments, suggestions, questions.
- IV. Adjourn 8:05pm

PLSLWD: 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.

CAC: 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

Projects: ferric chloride treatment facility, alum treatments, carp seining, carp management program, carp mapping, carp contests, carp barriers, easement enforcement, permits, 12/17 wetland, Lower Prior Lake protection program, outlet channel, outlet channel repair, invasive aquatic plant control, NW Spring Lake shore project, lake and stream water monitoring, flood reduction plan, Farm Led-Council, partnerships with other agencies, workshops, project cost share, Water Quality Improvement Award, Fish Point Park, Raymond Park, Indian Ridge Park, Sand Point Beach Project, Watzl's Beach shoreline restoration.

PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT

5.3 2019 Regular Board Meeting Schedule (2nd Tuesday Monthly)

Prior Lake City Hall

4:30 PM Workshop (some may be at 4:00 PM)

6:00 PM Board Meeting

January 8, 2019

February 12, 2019

March 12, 2019

April 9, 2019

May 14, 2019

June 11, 2019

July 9, 2019

August 13, 2019

September 10, 2019

October 8, 2019

November 12, 2019

December 10, 2019

PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT

5.4 2019 Regular CAC Meeting Schedule (Last Thursday of the Month, unless otherwise noted)

Prior Lake City Hall

6:30-8:00 PM

January 31, 2019

February 28, 2019

March 28, 2019

April 25, 2019

May 30, 2019

June 27, 2019

July 25, 2019

August 29, 2019

September 26, 2019

October 31, 2019

December 19, 2019

PRIOR LAKE-SPRING LAKE WATERSHED DISTRICT

5.5 2019 CAC Members

The following are 2019 CAC Members:

Paul Krueger

Elizabeth Schramm

Steve Pany

Larry Rundell

Kim Silvernagel

Roger Wahl

Jim Weninger

Joe Schramm

James Goodchild

Adam Fitzpatrick

Jodi See

Marianne Breitbach

Jerry Mealman

PRIOR LAKE – SPRING LAKE

W A T E R S H E D D I S T R I C T

5.6 Selecting the District Depository Bank

The Board of Managers selects Old National Bank in Prior Lake as its official District Depository Bank for 2019.

PRIOR LAKE – SPRING LAKE

W A T E R S H E D D I S T R I C T

5.7 Selecting the 2019 Official Newspaper

The Board of Managers selects the Prior Lake American as its official District newspaper for 2019.

PRIOR LAKE – SPRING LAKE
WATERSHED DISTRICT

Manager Per Diems

FINAL
12/18/18

The following is the approved recommendation regarding per diems for Board Members:

1. A board manager will be allowed the maximum per diem by MS Chapter 103D.315, Subdivision 8, which states that “compensation of managers for meetings and for performance of other necessary duties may not exceed \$75 a day. Managers are entitled to reimbursement for traveling and other necessary expenses incurred in the performance of official duties.”
2. The District is required to include the managers in its payroll and provide payment for expenses and per diems. The District will provide a W2 form.
3. If a manager attends a meeting as an official liaison on the list approved by the Board, the per diem will be \$40 for one meeting and up to a maximum of \$75/day for additional meetings.
4. If a manager attends a board workshop and/or board meeting, the per diem will be \$75.
5. If a manager attends a special board meeting where voting is required, the per diem will be \$75.
6. If a manager is appointed as a delegate to MAWD, the per diem will be \$75.
7. If a manager chairs the Cooperators’ meeting, the per diem will be \$75.
8. If a manager attends a meeting or training that is not a board or liaison meeting, payment of \$40 for that meeting will need to be approved at a board meeting. The preference is to secure approval before the meeting or training takes place.
9. Meetings other than those indicated are considered voluntary.
10. If the District Administrator needs clarification or a decision on reimbursement, the District’s Treasurer is authorized to make the final decision.

1/7/2019
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 1/3/2019

| Vendor | Invoice | Description | Amount |
|---|----------------|--|------------------|
| 1. Watershed District Projects (excluding staff payroll) | | | |
| EOB | 00758-0018 | Rule Revision | 259.00 |
| EOB | 00758-0018 | General Engineering | 596.42 |
| EOB | 00758-0015 | Permitting | 3,334.42 |
| EOB | 00758-0018 | District Plan Update | 12,276.83 |
| EOB | 00758-0018 | Public Infrastructure | 4,581.00 |
| EOB | 00758-0014 | Sutton Lake Outlet Modification Plan | 4,581.00 |
| Great River Greening | 3077 | Raymond Park | 3,500.00 |
| Metropolitan Council | 1090513 | Lab Analysis | 596.00 |
| MN Native Landscapes | 18810 | Fish Point Park | 300.00 |
| PAC USA | 967 | Bandanas - CWCU (1/2 to be reimbursed by City) | 445.61 |
| RMB | 431947 | Water Sampling Analysis | 270.00 |
| RMB | 420908 | Water Sampling Analysis | 688.00 |
| RMB | 423399 | Water Sampling Analysis | 405.00 |
| RMB | 425331 | Water Sampling Analysis | 850.00 |
| RMB | 428615 | Water Sampling Analysis | 270.00 |
| RMB | 429479 | Water Sampling Analysis | 355.00 |
| RMB | 429985 | Water Sampling Analysis | 270.00 |
| Smart Sign | 226368 | Signage for Farmer Led Council | 455.38 |
| Tech Sales | 122818 | Monitoring Equipment | 4,540.00 |
| Three Rivers Park District | 1800000017 | Water Quality Services | 14,383.00 |
| VISA | | December | 4,731.34 |
| WSB | R-011960-000-7 | Geis Wetland | 516.00 |
| WSB | 003032-010 | Carp Project | 6,337.52 |
| Xcel | 620580650 | December | 10.74 |
| Subtotal | | | 64,552.26 |
| 2. Outlet Channel - JPA/MOA (excluding staff payroll) | | | |
| EOB | 00758-0038 | PLOC Engineering Assistance | 37.00 |
| EOB | 00758-0085 | PLOC MOA Revisions | 148.00 |
| EOB | 00758-0085 | PLOC Veg/Stability Inspection | 190.75 |
| Messerli & Schadow | | December | 250.00 |
| Messerli & Schadow | | November | 250.00 |
| Smith Partners | 40188 | PLOC | 348.80 |
| Subtotal | | | 1,224.55 |
| 3. Payroll, Office and Overhead | | | |
| ADP Manager Per Diems | | Already Paid | 3,486.54 |
| ADP Staff Payroll | | Already Paid | 18,831.50 |
| ADP Taxes & Benefits | | Already Paid | 12,676.56 |
| Connexus Credit Union | | Health Savings Account | 115.38 |
| H SA Bank | | Health Savings Account | 115.38 |
| Iceberg Web Design | 26331 | Website Hosting | 29.99 |
| Messerli & Schadow | | November | 1,363.75 |
| Messerli & Schadow | | December | 1,941.25 |
| Metro Sales | 1218359 | Copy Machine Contract | 110.60 |
| NCPERS | | Life Insurance | 80.00 |
| PC Force | 202350 | Computer Support | 187.50 |
| Subtotal | | | 38,938.45 |
| 4. Debt repayment and Interest | | | |
| Northland Trust Services | | Principal | |
| Northland Trust Services | | Interest | |
| Northland Trust Services | | Agent Fee | |
| Subtotal | | | 0.00 |

TOTAL

104,715.26