

AGENDA

Tuesday, March 12, 2019

6:00 PM

Prior Lake City Hall

www.plslwd.org

BOARD OF MANAGERS:

Fred Corrigan, President; Mike Myser, Vice President;

Charlie Howley, Secretary/Treasurer; Woody Spitzmueller, Manager; 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)

- 4:30-5:15 PM 2019 Public Infrastructure Project Review
- 5:15-5:25 PM Legislative Update & New Issues
- 5:25-5:30 PM Board Liaisons
- 5:30-5:35 PM Workshop with the City
- 5:35-5:45 PM Emerging Issues

-
- 6:00 – 6:05 PM 1.0 **BOARD MEETING CALL TO ORDER & PLEDGE OF ALLEGIANCE & SWEARING IN OF MANAGER BRUCE LONEY AND MANAGER FRED CORRIGAN**
- 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 Aquatic Vegetation Survey Presentation: Steve McComas (Discussion Only)
 - 4.3 Programs & Projects Update (Discussion Only)
 - 4.4 District Liaisons (Vote)
 - 4.5 CAC Appointment of Woody Spitzmueller (Vote)
 - 4.6 Various 2019 Legislative Issues to Support or Oppose (Vote)
 - 4.7 Per Diem Policy Update (Vote)
- 7:15-7:20 PM 5.0 **CONSENT AGENDA**
The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Items can be removed from the consent agenda at the request of the Board member, staff member, or a member of the audience. Please state which item or items you wish to remove for separate discussion.
- 5.1 Meeting Minutes – February 12 Board Workshop & Board Meeting (*previously approved*)
 - 5.2 Meeting Minutes—February 28 CAC
 - 5.3 Claims List

7:20-7:30 PM

6.0 TREASURER'S REPORT

6.1 Cash & Investments (Discussion Only)

6.2 Financial Report (Discussion Only)

6.3 2018 Budget Transfers (Vote)

7:30 – 7:35 PM

7.0 UPCOMING MEETING/EVENT SCHEDULE:

- Prior Lake Association Ice Out event, Saturday, March 23 2-5:00 PM, Charlies on Prior
- CAC Meeting, Thursday, March 28 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

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

4.2 Aquatic Vegetation Survey Presentation

Steve McComas will present.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

MARCH 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"> Received final cost estimates and phosphorus load reduction estimates from EOR for the Sunset Hills Park Retrofit Project. Based on this information, the City and PLSLWD decided not to move forward with a 319 grant for the project in hopes that a more cost-effective option can be found to address phosphorus loading and flooding in this subwatershed. Successfully acquired a MnDNR CPL grant for shoreline restoration project along Fish Lake at Spring Lake Town Hall. 	<ul style="list-style-type: none"> Select projects for 2019 completion under this budget category at March Board workshop. Meet with EOR and the City of Prior Lake to come up with a more cost-effective solution for Sunset Hills Park Project. Start moving forward with Fish Lake shoreline restoration project in coordination with Spring Lake. Line up a potential contractor(s) to complete the work this spring.
Storage & Infiltration Projects <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> DNR conditional and WCA permits approved 	<ul style="list-style-type: none"> 60% design DNR permit approval Meeting with landowners later in March
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. Worked with WSB on lining up potential carp seine on Upper Prior Lake. Provided more information to BWSR for Watershed Based Funding grant work plan. Corresponded with MPCA and received final approval for the 319 work plan. Completed final version of Carp Management Feasibility Study. Continued to research potential underwater speakers to begin "herding" carp to preferable seine locations and identified vendor. 	<ul style="list-style-type: none"> WSB and PLSLWD staff will continue to track the radio-tagged tagged carp. Complete a carp seine in Upper Prior Lake, including associated email updates, press releases, social media, and other communications. Final design and installation of the Northwood carp barrier once BWSR grant work plan is approved. Order underwater speakers for "herding" carp and two additional PIT tag receivers, PIT tags and radio-tags for tracking carp this spring.

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. 	<ul style="list-style-type: none"> Monthly DMR Report. Get quote from new ferric delivery company.
Farmer-Led Council <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Coordinated guest speaker for next meeting (Ross from Cedar Creek Watershed in Wisconsin). Worked with Scott SWCD to plan upcoming Farmer-Led Council meeting on March 28th 	<ul style="list-style-type: none"> Next FLC meeting: March 28th
Cost Share Incentives <i>Project Lead: Kathryn, Diane</i>	<ul style="list-style-type: none"> Wrote short notices highlighting cost share program for the Spring Lake Association's newsletter and the City of Prior Lake's Wavelength (water bill insert) 	<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 & Kathy</i> Wrote short notices highlighting cost share program for the Spring Lake Association's newsletter and the City of Prior Lake's Wavelength (water bill insert)n	<ul style="list-style-type: none"> No activity 	<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"> No activity 	<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"> No activity 	<ul style="list-style-type: none"> Continue to work with AES on invasive species control and vegetation establishment. Raise water levels this spring by adjusting Agri-drain outlets in the basins.

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">• No activity	<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">• Staff meetings• Board meeting• Met with BWSR re. goals	<ul style="list-style-type: none">• TAC Meeting in March• Public Meeting in May
<i>Feasibility Reports</i> <i>Project Lead: Maggie</i>	<ul style="list-style-type: none">• No activity	<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 March 7, 1:00 pm: • Website articles posted—Finding Profit in Cover Crops workshop; Plant Native Prairie Workshop; Low-Flow Gate to be opened; Hiring Two Summer Interns • Scott Co. SCENE articles. Submitted LFF program article & CWCU announcements. • Prior Lake Am articles: Lake Friendly Farm program. • Other publications: Spring Lk Association – submitted two articles; Prior Lake Wavelength – cost-share notice • Facebook & Twitter- continuing Trivia Tuesday (question posted on Tues, answer posted Wed). • Facebook: <ul style="list-style-type: none"> • 416 page followers, 7 new followers • 35 Posts w/ 100+ views • <u>Top Posts on FB:</u> <ul style="list-style-type: none"> ○ Native plants – order thru SWCD (390 views, 15 post clicks) ○ Native prairie- you can plant (380 views) ○ Interns = cool summer job (232 views) ○ Citizen science -coyote project (225 views) ○ Salt alternatives (210 views) • Twitter: generally same as the FB articles. 9,100 total post impressions. 276 followers, 4 new followers. • 20+ Tweets w/ 100+ views • <u>Top Posts on Twitter</u> <ul style="list-style-type: none"> ○ River art – gunpowder maps (1,516 views, 17 engagements) ○ Trivia- cast iron Miss R watershed art (298 views) ○ Reducing food waste = better business (226 views) ○ Warming temps will change landscape in MN (225 views) ○ Plastic pollution- what to do? (213 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"> • Met on February 28 	<ul style="list-style-type: none"> • Next CAC meeting is on March 28

PRIOR LAKE – SPRING LAKE



WATERSHED DISTRICT

Education & Outreach

<i>MS4 Education Program</i> <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none">• Implement education activities• Presentation, per teacher request, on plastic pollution to classes at Prior Lake High School	<ul style="list-style-type: none">• Implement education activities.
---	---	---

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.• Completing hydrographs and discharge graphs.• Updated graphs on website• Start creating long-term monitoring plan• 2019 Planning• Long Term Monitoring Plan	<ul style="list-style-type: none">• Data management.• QA/QC data.• Enter data into wqdb• Finalize 2019 monitoring plan• Start prepping for equipment install• Finish Long Term Monitoring Plan
Aquatic Vegetation Management and Surveys <i>(Class 626 and 637)</i> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none">• Steve McComas to report at March board meeting	<ul style="list-style-type: none">• BioBase report.• Reports from Steve• 2019 Planning

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 Trillium Cove developer on Development Agreement requirement. Followed up on current easement amendments in-progress. Posted advertisements on several job posting sites, university sites, and the District website for two internships for the summer. 	<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. Interview potential candidates and hire two interns for the summer.
Permitting <i>Project Lead: Maggie & Jeff</i>	<ul style="list-style-type: none"> Provided feedback to County on planset for Permit #18.06. Will issue permit once all conditions are met. Corresponded with the City on Permit #18.04. Will issue permit once all conditions are met. Received application for upcoming Permit #19.01 for the project at the public works building to the west of Spring Lake. 	<ul style="list-style-type: none"> Continue to inspect, follow-up on and close remaining open permits. Review request for Permit #19.01 and bring to Board for approval at its April meeting. Issue Permits #18.04 & #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.

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. • Maintenance/troubleshoot on Level Logger • Start annual report • Opened low-flow gate slightly • Finished Annual report 	<ul style="list-style-type: none"> • Weekly channel inspections. • Annual Report
Channel Bank Erosion (FEMA) <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> • Received notice from FEMA that the project can move ahead 	<ul style="list-style-type: none"> • Project construction began on March 6
JPA/MOA & TAC Meetings & Admin <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none"> • No activity 	<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"> • Met with AES and EOR to plan vegetation management in 2019 	<ul style="list-style-type: none"> •
MS4 Permit <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> • Received notification that Annual Report is due June 30, 2019 	<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.

PLSLWD LIAISON APPOINTMENTS 2019

Draft 3/12/19

MEETING	WHEN	WHO
City of Prior Lake	Council Meetings Second & Fourth Monday, 7:00 PM Council Chambers. Work Sessions before.	Mike Myser
City of Prior Lake Citizen Engagement Committee	CEG Third Thursday, 4:30 PM Prior Lake City Hall	Mike Myser
City of Savage	Council Meetings First & Third Monday, 7:00 PM Council Chambers	Fred Corrigan Diane Lynch, as needed
Lower Minnesota Watershed District	Board of Managers Meeting Third Wednesday, 7:00 PM Carver County Govt. Center	Bruce Loney
SCALE – General Membership	Second Friday, 7:30 AM	Diane Lynch Mike Myser
City of Shakopee	Council Meetings First & Third Tuesdays, 7:00 PM	Bruce Loney
SCALE – Service Delivery Committee	Second Monday 10:30 AM	Diane Lynch, as needed
Scott SWCD	Supervisor Board Meeting Third Tuesday, 9:00 AM	Curt Hennes
Scott WMO Planning Commission	Commission Meeting Fourth Monday, 4:00 PM	Charlie Howley
Spring Lake Township	Board Meeting Second Thursday, 7:00 PM	Curt Hennes
SMSC	As needed	Mike Myser
CAC	Last Thursday, 6:30 PM, City Hall	Manager? Diane Lynch/Kathryn Keller-Miller
Sand Creek Township	First Thursday, 7:00 PM Jordan City Hall	Curt Hennes
PLOC	Varies/ Prior Lake City Hall	Board Chair
Metro MAWD	3 rd Tuesday, 7:00 PM St. Paul. Jan, April, July and October. CRWD office.	Manager or Staff?
Road Construction Advisory Committee?	Varies	Manager or Staff?
Farmer-led Council	Varies	Mike Myser

Scott County	Commissioners Board Meeting First and Third Tuesdays at 9:00 a.m. Scott County Govt. Center	Mike Myser
Inter-governmental Work Group (if invited) (Commissioners Beard and Beer; County Admin and Deputy County Admin. Others?)		Mike Myser

PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

APPLICATION FOR CITIZENS ADVISORY COMMITTEE
(Applicants must live in the Watershed District)

Name: Woody Spitzmueller

Address: 4279 Grainwood Cir NE PL

E-mail: bwspitz@gmail.com

Phone: 952 440 7607

Occupation: Retired

Employer:

How long have you lived in Scott County? 22 years

Please state briefly why you are interested in serving on the Citizens Advisory Committee:
Continue to support the watershed on CAC as former board member.

Do you have any special interest, education or training which you feel the Committee could use?
Served 6 years on board mostly as treasurer.

What issues do you think the Citizens Advisory Committee should address?
Communication and support of board activities for residents and other stakeholder groups.

Do you have any legal or equitable interest in any business, however organized, which could be construed as a conflict of interest?

Yes No NO If yes, please provide details:

Are you related to any Watershed District Board Member or to any member on the Citizens Advisory Committee? If so, give the name and relationship.
NO

Other qualifications, experience, information or comments you would like to submit.
Retired program manager and long time Prior Lake Association board member (treasurer).

PERSONS WITH DISABILITIES ARE ENCOURAGED TO APPLY.

RETURN THIS COMPLETE APPLICATION FORM TO:
Diane Lynch by mail, in person or by email (dlynch@plslwd.org)

This application will be kept on file for 12 months.
4646 Dakota Street SE, Prior Lake, MN 55372 • (952) 447-4166
www.plslwd.org

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

MEMORANDUM

TO: PLSLWD BOARD OF MANAGERS
FROM: DIANE LYNCH
SUBJECT: 2019 LEGISLATION
DATE: MARCH 12, 2019

COMMERCIAL SALT APPLICATION (HF 1502, FISCHER)

Background

Requires the MPCA to develop a voluntary training program for commercial applicators of deicers (salt) to promote best management practices and provide certification to those who complete training and pass an exam. Certified applicators and owners/lessees of property that hire certified applications receive certain liability protection from damages arising from snow/ice hazards on the property.

Supported by: MAWD, StopOverSalting (coalition)

Staff Recommendation

Add PLSLWD's name to those who support the legislation.

DEVELOPER BILL (HF 1887, HEINTZEMAN) AND (SF 1766, DRAHEIM)

Background

This is a bill brought to legislators by developer Mark Lambert, along with a coalition of other interested parties. They would like to see watershed district statutes modified to better recognize pre-existing water rights when developing land. They propose doing this by limiting the ability for watershed district managers to adopt and enforce several types of rules. MAWD met with several legislators in anticipation of this bill being introduced this session.

The District received a public data request from Lambert's office and complied. Per Chuck Holtman, Lambert collected data from a wide number of metro watershed districts on behalf of Summit Management, a development entity, where he is the principal. Mr. Lambert is bearing a

grudge because of his perception of unreasonableness in permit matters with Brown's Creek and Comfort Lake WDs.

Staff review of the legislation:

- Requires a county board to appointment at least one manager that has experience that has experience or a background in real estate investment, development or construction
- Requires managers to annually report engineering and legal fees billed to the landowner and determine if the fees are reasonable
- Requires manages to prepare and review a statement of need and reasonableness before adopting or amending rules
- Before the rules hearing date, requires managers to mail a copy of the rule changes to all persons who received permits from the district in the past 5 years; all parties who have consulted with the district on upcoming projects in the last 12 months and all landowner directly impacted by an increase in wetland buffer setback requirements
- Rules cannot be effective before 120 days after adoption
- Rules that affect land or water within the boundaries of a city are not affect unless the city council is notified 45 days before adoption and does not object within 30 days before adoption. If there is a dispute, the city and district must meet and resolve the objection otherwise, the city may opt out of enforcing the rule
- Rules may not be adopted or enforced regarding easements that obligates the landowner or landowner's successor to perfume tasks in addition to those in rules
- Rules may not create wetland buffers larger than 25 feet and prohibit reasonable activities in the buffer, such as grading, tree removal, grading for adjacent storm ponds or facilities, etc.
- Rules may not require the landowner to demonstrate their facilities or structures will not have an adverse impact on local groundwater or natural resources
- Other rule restrictions include variances, adopting BMPs, paying district's legal or engineering fees, etc.
- Rules may not deprive or divest a private or corporate landowner of water rights or existing water conditions, such as stormwater runoff, infiltration, drainage, ponding or flood relief, without payment of adequate compensation
- Additional legal impacts are provided

Opposed by: MAWD

Staff Recommendation

Senator Draheim is a member of the Scott County delegation. We understand he carried this bill last year.

Staff recommends that we meet with Senator Draheim with LMRWD and explain to him how this would affect us.

Manager Per Diems

Revised
3/12/19

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 a liaison on the list approved by the Board or represents PLSLWD at the Minnesota State Legislature, 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.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, February 12, 2019

Prior Lake City Hall

6:00 PM

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

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

Others Present: Marianne Breitbach, CAC
Bruce Loney, Resident
Pete Young, City of Prior Lake
Stephanie Hatten, WSB
Jim Fitzsimmons, SWCD
Troy Kuphal, SWCD
Steve Beckey, District Volunteer, Resident

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by Chair, Fred Corrigan at 6:08 PM.
- **2.0 PUBLIC COMMENT:** None
- **3.0 APPROVAL OF AGENDA:**
Manager Myser moved to approve the agenda after modifying. Second by Manager Hennes. All ayes. Motion passed 5-0.

OTHER OLD/NEW BUSINESS

- **4.1 RECOGNITION OF MANAGER SPITZMUELLER**
Board of Managers and Staff recognized Manager Spitzmueller for his years on the PLSLWD Board.
- **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 current and ongoing District projects and activities.

- **4.4 PRIOR LAKE'S SURFACE WATER MANAGEMENT PLAN**

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

- **4.5 ANNUAL SWCD COST SHARE DOCKET FOR 2019**

No action taken.

- **4.6 SCOTT SWCD 2018 WORK REPORT**

Troy Kuphal presented on 2018 projects. Discussion only. No vote taken.

- **4.7 SCOTT SWCD SERVICE AGREEMENT AND SCOPE OF WORK FOR 2019**

Troy Kuphal presented on the 2019 Service Agreement and Scope of Work. Manager Hennes moved to approve the Agreement. Second by Manager Spitzmueller. All ayes. Motion passed 5-0.

- **4.8 GOVERNANCE MANUAL**

Removed from agenda.

- **4.9 EDUCATION AND OUTREACH PLAN FOR 2019**

Kathryn Keller-Miller presented the 2019 Education and Outreach Plan. Manager Hennes moved to approve the Plan. Second by Manager Spitzmueller. All ayes. Motion passed 5-0.

- **4.10 AIS CHALLENGES AND OPPORTUNITIES**

Kathryn Keller-Miller presented on current AIS challenges and opportunities. Discussion only. No vote taken.

- **4.11 LCCMR GRANT OPPORTUNITIES**

Maggie Karschnia presented on grant opportunities. Discussion only. No vote taken.

- **4.12 ELECTION OF OFFICEERS**

Manager Myser motioned to nominate Charlie Howley to be new Treasurer for the District. Second by Manager Hennes. All ayes. Motion passed 5-0.

- **5.0 APPROVAL OF CONSENT AGENDA**

Manager Myser moved to approve the consent agenda after removing the claims list. Second by Manager Hennes. All ayes. Motion passed 5-0.

Manager Myser moved to approve the claims list after verifying Scott SWCD dollar amount. Second by Manager Spitzmueller. All ayes. Motion passed 5-0.

- **6.0 TREASURER REPORT/FINANCIAL REPORT**

Manager Spitzmueller gave updates on current financial reporting.

- **6.3 JPA/MOA FUND TRANSFER**

Manager Spitzmueller moved to approve the JPA/MOA fund transfer. Second by Manager Hennes. All ayes. Motion passed 5-0.

- **7.0 UPCOMING MEETINGS/EVENTS**

- MAWD Day at the Capitol, February 20 & 21
- CAC Meeting Thursday, February 28, 6:30-8:00 PM

ADJOURNMENT

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

Charlie Howley, Secretary

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

WORKSHOP MEETING MINUTES

Tuesday., February 12, 2019

Prior Lake City Hall

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

Staff Present: Diane Lynch, District Administrator

Others Present: Bruce Loney, Incoming Board Manager; Pete Young, City of Prior Lake; Stephanie Hatten, WSB; Jim Fitzsimmons, SWCD

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

Governance Manual Revisions Review

Staff completed its review of recommended changes by the District's Accountant and Attorney with the managers. Managers requested that the vote on approval be delayed until the Board Chair meeting on 2/27, when managers can review the completed manual.

Prior Lake's Surface Water Management Plan

Pete Young provided a history of the Plan and reviewed changes that affect the District. He was on the agenda to do the same review at the Regular Board Meeting after the Workshop.

Employee Health Care Benefits Update

Closed meeting.

Emerging Issues

Managers decided to only vote on the Treasurer position at the Regular Board meeting.

The meeting adjourned at 5:50 p.m.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Citizen Advisory Committee

Thursday February 28, 2019

6:30-8:00 p.m.

Prior Lake City Hall

4646 Dakota Street SE Prior Lake, MN 55372

Attendees:

- **CAC Members present:** Steve Pany., Kim Sivernagl., Larry Rundell., Jim Goodchild., Marianne Breitbach, Jim Weninger and Jerry Mealman
- **Others present:** Diane Lynch, District Administrator; Woody Spitzmueller, District Treasurer, Woody Spitzmueller and Curt Hennes, Board Member
- **Guest:** Sue Rundell.

- I. Call meeting to order 6:33pm – 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) Woody S. submitted an application to join the CAC
 - a. CAC motioned to approve unanimously for the Watershed to consider.
 - b) Water content in snow, spring outlook, lake water levels. Low flow gate.
 - a. Watershed district is looking at Sutton Lake for future water storage.
 - i. Will need to have a flow gate installed and drawn down in the fall.
 - ii. A couple of culverts and a berm will be installed.
 - iii. The intent is to have these completed by this year.
 - iv. 3 outcomes from the flood study
 1. Change plan on the low flowgate – have new plan in place
 2. City's call to action plan if need to implement
 3. Find storage long term with upper watershed storage
 4. Any alternatives other than the outlet structure to get water out?
The Flood Study looked at laying a second pipe next to the current one, but due to the cost, this option was not pursued.
 - b. Any possibility to restrict flow upstream. Put in the dam at Spring Lake outlet?
 - i. The concern is that the Watershed cannot flood the Spring Lake homeowners' property. Can't put this in before the peak on Prior Lake.
 - ii. The new policy of the board is to not put the dam in as the hydrology does not work as a resolution.
 - iii. Is this report on the website? Diane will check, if not it should be. Diane will also send out to the CAC members.
 - iv. Diane to verify the results from the Flood Study is on the website.
 - c. It is known that the snowfall is dry and doesn't have much water content
 - d. Believed to be about 2.5 inches of actual water content.
 - e. Next Tuesday the District will open the low flow gate which will drop the lake about .5 foot. This is called drawdown. At 902.0 foot, it has to then be closed.
 - f. Jaime Rockney monitors the outlet channel and water has flowed all winter long.

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

- g. Jim Weninger offered that Northwood park area had built an underground water storage system.
- c) Upper Prior Lake: Carp management project update. Percent removed and percent remain-
 - a. 80% remain on Upper Prior Lake from the 2018 sein.
 - b. Goal is next week to have a winter seine.
 - c. Don Geyer, commercial fisherman, has agreed to participate and conduct the sein.
 - d. MAWD has agreed to language in the current statute to remove the territories held for carp seining. Meaning, the watersheds can elect to choose the seiner who wants to do the seining and not be held to just one seiner who may not want to sein.
 - e. Need to get the carp out and supply the lakes with Blue Gills, per Steve Pany.
 - f. Tournaments have been unsupported as they were expensive.
- d) Carp seining cost share Lake Association.
 - a. Can the Watershed send a letter seeking cost share?
 - b. Cost share money could be used to incentivize the seiner.
 - c. Woody, as a member of the Prior Lake Association, shared that this is under discussion at this time.
- e) Sutton Lake water volume reduction project update. Water slowdown/storage
 - a. Covered above.
- f) Farm-Led Council event review. How many are doing cover crops?
 - a. 5 farmers are doing cover crops.
 - b. Good core of energetic participants.
 - c. Farmers interested are the ones who have the largest volume of acreage.
 - d. Cover crops have other benefits than water erosion.
- g) DOT Hwy 13 Ferric Chloride Lake Improvement Plant concern.
 - a. Road construction is coming. Maybe in 2020.
 - b. Concern as there is a pipe under Hwy 13.
 - c. Woody has been engaged and has been assured the pipe will be protected.
 - d. Plant was installed around 1983.
 - e. What about signage around this area – can't due to it being a state highway.
 - f. Suggest doing an article to re-introduce readers to the Ferric Chloride plant.
- h) Citizen engagement. Clean water cleanup events. Decal for volunteering. Business Card.
 - a. Comment from someone who has attend many events still did not know our organization- what about giving a decal and a business card about the watershed?
 - b. April 28th is this Springs clean-up date, with a May 5 fall back date.
 - c. This Spring's selected park is Sandpoint.
- i) U of M Sunfish study: Effect on carp project 12 /17 wetland. A carp control method?
 - a. Put blue gills in the wetland and they ate the carp eggs. Study around the right ratio. Final report has not been provided.
 - b. Is there a contact at the DNR to understand the stocking program? Spring Lake Association could ask for stocking of their lake.
- j) Watershed District Managers. Job description to learn more about duties.
 - a. Diane provided copies of the manager roles and responsibilities.
- k) Watershed project tour 2019.
 - a. TBD for 2019
 - b. Consideration for parade of homes and shorelines on both on Spring and Prior Lakes.
 - c. Ice out Party on March 23rd at Charlie's – watershed will have a booth to seek out the tour spots.

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

- I) Seminars / events.
 - a. Handout provided
 - b. Budget of \$300 annually- let CAC know if interested
- I. Next meeting date: March 28th, 2019
- II. Water Resources Management Plan update. April 2019 CAC meeting.
 - 1. EOR will be back to present.
- III. Comments, suggestions, questions.
 - 1. Lake clean up after the ice houses leave. Lake associations, sheriff handle currently.
 - 2. Next month
 - i. Kathryn will review this year's Education and Outreach program
 - ii. District's 50th anniversary is coming up and we should plan events and ideas.
 - 3. Use of acronyms at District meetings should be reduced and replaced with actual titles.
 - 4. Alum treatments – what about doing a dredging Spring Lake – engineering study results can be found on the website.
 - 5. CAC Advisory items-
 - i. Top 4
 - 1. Water levels, water storage and flood prevention. Low flow gate management.
 - 2. Outlet channel management and maintenance.
 - 3. Carp removal, carp management projects.
 - 4. Water quality; monitoring phosphorous, water flow, and aquatic plant control.
 - 5. Community outreach and education. Connection/coordination with groups/Government.
 - 6. Alum treatments
 - 7. Permitting and easement enforcement.
 - 8. Cost share program. Rain gardens/barrels. Clean Water Cleanup program/award.
 - 9. Projects: e.g 12/17 wetland restoration, Raymond Park, Fish Point Park, N. Shoreline Spring Lake, and Ferric Chloride plant.
 - 10. Regional storm water planning.
- IV. Adjourn 8:01pm

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, work shops, project cost share, Water Quality Improvement Award, Fish Point Park, Raymond Park, Indian Ridge Park, Sand Point Beach Project, Watzl's Beach shoreline restoration.

3/12/2019
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 3/7/2019

Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
EOR	00758-0019	Storage & Infiltration Projects	2,007.25
EOR	00758-0018	Rule Revision	1,329.75
EOR	00758-0018	General Engineering	1,102.16
EOR	00758-0015	Permitting	380.25
EOR	00758-0018	District Plan Update	8,980.99
EOR	00758-0018	Public Infrastructure	5,862.75
EOR	00758-0014	Sutton Lake Outlet Modification Plan	3,000.25
EOR	00758-0019	H & H Model	615.50
Gopher State One Call	9001291	Annual Operator Fee	25.00
Metropolitan Council		Analysis	149.00
Solinist	74464	Monitoring Equipment	4,065.00
WSB	003032-010 40	Carp Project	2,308.00
Xcel	628214867	February	12.88
Subtotal			29,838.78
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
EOR	00758-0038	PLOC Engineering Assistance	2,299.25
EOR	00758-0111	FEMA Bank Erosion	42.25
EOR	00758-0129	2019 PLOC Veg	1,104.84
EOR	00758-0102	FEMA Segment 5 Sediment Delta	31.25
HG & K		February	2,477.50
Subtotal			5,955.09
3. Payroll, Office and Overhead			
ADP Manager Per Diems		Already Paid	712.07
ADP Staff Payroll		Already Paid	18,957.50
ADP Taxes & Benefits		Already Paid	12,322.62
Connexus Credit Union		Health Savings Account	115.38
H SA Bank		Health Savings Account	115.38
Iceberg Web Design	27116	Annual Web Hosting	470.36
Metro Sales	1281404	Quarterly Copies	890.92
HG & K		February	2,106.25
Metro Sales	1285270	Copy Machine Contract	110.60
NCPERS		Life Insurance	80.00
Optum Bank	95-737992	Quarterly Fee	45.00
Smith Partners		General Legal	3,068.90
Southwest News	100426	Legal Notice	618.35
PC Force	202370	Onsite Service/Equipment Purchase	1,529.98
VISA		February	2,284.00
Subtotal			43,427.31
4. Debt repayment and Interest			
Northland Trust Services		Principal	
Northland Trust Services		Interest	
Northland Trust Services		Agent Fee	
Subtotal			0.00

TOTAL

79,221.18

March 12, 2019

Page 28

xBoard Meeting

X

PRIOR LAKE – SPRING LAKE

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

6.3 Budget Transfers

The District Accountant will prepare a request for review to transfer funds from the 2018 budget to the 2019 budget.