

# AGENDA

Tuesday, April 9, 2019

**6:00 PM**

Prior Lake City Hall

[www.pslwd.org](http://www.pslwd.org)

## BOARD OF MANAGERS:

**Mike Myser, President; Fred Corrigan, Vice President; Charlie Howley, Treasurer;  
Bruce Loney, Secretary; 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 Fish Lake Shoreline Restoration Project
- 4:45-5:15 PM Sutton Lake Update
- 5:15-5:45 PM WRMP Update: Comp. Wetland Mgmt. Plan and Format

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|----------------|-----|--|
| 6:00 – 6:05 PM | 1.0 | <b>BOARD MEETING CALL TO ORDER &amp; PLEDGE OF ALLEGIANCE</b>  |
| 6:05 – 6:10 PM | 2.0 | <b>PUBLIC COMMENT</b><br>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 | <b>APPROVAL OF AGENDA</b> (Additions/Corrections/Deletions)  |
| 6:15-6:45 PM   | 4.0 | <b>OTHER OLD/NEW BUSINESS</b>  |
|                | 4.1 | Manager Presentations (Discussion Only)  |
|                | 4.2 | Programs & Projects Update (Discussion Only)   |
|                | 4.3 | Legislative Update (Discussion Only)   |
| 6:45-6:50 PM   | 5.0 | <b>CONSENT AGENDA</b><br>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 – March 12 Board Workshop & Board Meeting  |
|                | 5.2 | Meeting Minutes—March 28 CAC   |
|                | 5.3 | Claims List  |
| 6:50-7:15 PM   | 6.0 | <b>TREASURER’S REPORT</b>  |
|                | 6.1 | Cash & Investments (Discussion Only)   |
|                | 6.2 | Financial Report (Discussion Only)   |
|                | 6.3 | 2018 Budget Transfers (Vote)   |
| 7:15 – 7:30 PM | 7.0 | <b>UPCOMING MEETING/EVENT SCHEDULE:</b>  |
|                |     | <ul style="list-style-type: none"><li>• Spring Lake Association Annual Meeting April 14 5:30-8:00 PM, The Wilds</li><li>• Clean Water Clean-Up April 28 9-11:30 a.m., Fish Point Park</li><li>• CAC Meeting, Thursday, April 25 from 6:30-8:00 PM, Prior Lake City Hall</li></ul>  |

# PRIOR LAKE – SPRING LAKE

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## 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

### APRIL 2019

### PROGRAMS & PROJECTS UPDATE

#### Capital Projects

PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>Public Infrastructure Partnership Projects</b> <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"><li>• Compiled and summarized potential 2019 projects. Provided information to Board for priority ranking and summarized results. Chose top-scoring projects to move forward based on Board direction.</li><li>• Moved forward with securing a MnDNR CPL grant for shoreline restoration project along Fish Lake at Spring Lake Town Hall (one of the top-scored projects). Met with Minnesota Native Landscapes which was selected as contractor based on competitive selection process.</li></ul>	<ul style="list-style-type: none"><li>• Meet with EOR and the City of Prior Lake to come up with cost-effective options for potential Sunset Hills Park Project.</li><li>• Start moving forward with Fish Lake shoreline restoration project in coordination with Spring Lake Township. Initial site preparation work will begin this spring.</li><li>• Move forward with Fairlawn Shores modification project, coordinating with City of Prior Lake and reviewing competitive quotes.</li><li>• Meet with partner to gather more information for high ranked projects, including match amounts, refining estimated costs to review with Board.</li></ul>
<b>Storage &amp; Infiltration Projects</b> <i>Project Lead: Diane</i>	<ul style="list-style-type: none"><li>• DNR conditional and WCA permits approved for Sutton Lake</li><li>• Meeting was held with landowners in March</li><li>• Design is completed at 60%</li></ul>	<ul style="list-style-type: none"><li>• 100% design</li><li>• Board approval to move ahead with funding</li></ul>

# PRIOR LAKE – SPRING LAKE

## WATERSHED DISTRICT

### APRIL 2019

### PROGRAMS & PROJECTS UPDATE

#### Capital Projects

PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>Carp Management</b> <i>Rough Fish Management (Class 611)</i> <i>Carp Management Project (Class 750 &amp; 751)</i> <b>Project Lead: Maggie, Jeff &amp; Kathryn</b>	<ul style="list-style-type: none"><li>Continued to track radio-tagged carp throughout the lakes.</li><li>Worked with WSB and commercial fishermen to coordinate potential open water seine on Upper Prior Lake this spring. Note that Jeff Reidemann has received permission from Don Geyer to help us with these efforts.</li><li>Met with the DNR to coordinate permitting of the Northwood and FeCl carp barriers. Worked with the City of Prior Lake on final design and coordination of the Northwood barrier.</li><li>Continued to research potential underwater speakers to begin "herding" carp to preferable seine locations and identified vendor.</li><li>Updated Carp Feasibility Study based on BWSR comments.</li><li>Met with WSB to coordinate upcoming spring activities.</li></ul>	<ul style="list-style-type: none"><li>WSB and PLSLWD staff will continue to track the radio-tagged tagged carp.</li><li>Potential open water seine on Upper Prior Lake when conditions are aligned.</li><li>Set up PIT tag stations at three initial locations to track carp through stream systems.</li><li>Order underwater speakers for "herding" carp and two additional PIT tag receivers, PIT tags and radio-tags for tracking carp this spring.</li><li>Final design and installation of the Northwood carp barrier.</li><li>Final design and installation of the FeCl barrier redesign.</li><li>Carp removals in Geis wetland (box traps/trap nets).</li><li>Reinstallation of drum barrier at desilt pond.</li></ul>

# PRIOR LAKE – SPRING LAKE

## WATERSHED DISTRICT

### Operations & Maintenance

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>Ferric Chloride System Operations</b> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>Ferric Chloride system was started up by the City at the end of March.</li> <li>Sampling begun</li> <li>DMR Report</li> </ul>	<ul style="list-style-type: none"> <li>Monthly DMR Report.</li> <li>Get quote from new ferric delivery company.</li> </ul>
<b>Farmer-Led Council</b> <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> <li>Farmer-Led Council meeting held on March 28<sup>th</sup>. Guest speaker was Ross Bishop from Cedar Creek Farms in WI who talked about his two decades of experience with no-till and cover crops, as well as their farming group.</li> <li>2019 cover crop initiative components finalized. Program will be promoted with a targeted mailing, using Paul Krueger as a point of contact. Cover crop signs by fields will also be used to promote the program.</li> </ul>	<ul style="list-style-type: none"> <li>Order cover crop initiative signs. Send out mailing for program.</li> <li>Coordinate cover crop tour if possible/feasible with field conditions and spring planting timing.</li> <li>Line up guest speaker for next meeting in July.</li> </ul>
<b>Cost Share Incentives</b> <i>Project Lead: Kathryn, Diane</i>	<ul style="list-style-type: none"> <li>Promoted cost-share at PLA ice-out celebration</li> </ul>	<ul style="list-style-type: none"> <li>Process applications as they are received.</li> <li>Verify installation of completed projects.</li> </ul>
<b>Spring Lake Parcel Restoration Project</b> <i>Project Lead: Maggie &amp; Kathryn</i>	<ul style="list-style-type: none"> <li>No activity</li> </ul>	<ul style="list-style-type: none"> <li>Order and install large sign visible from lake.</li> <li>Monitor restoration and control invasive species during growing season.</li> <li>Install small plant identification signs.</li> </ul>
<b>Raymond Park Restoration Project</b> <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> <li>No activity</li> </ul>	<ul style="list-style-type: none"> <li>Install educational interpretative signs.</li> <li>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.</li> </ul>

# PRIOR LAKE – SPRING LAKE

## WATERSHED DISTRICT

### Operations & Maintenance

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>CR 12/17 Wetland Restoration</b> <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> <li>Small fish kill observed in wetland as ice thawed.</li> <li>Coordinated with City and AES to line up spring maintenance work.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to work with AES on invasive species control and vegetation establishment.</li> <li>Raise water levels this spring by adjusting Agri-drain outlets in the basins.</li> <li>Coordinate fish kill removals in wetland basins, if needed.</li> </ul>
<b>Lower Prior Lake Retrofit Projects</b> <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> <li>No activity</li> </ul>	<ul style="list-style-type: none"> <li>Continue to work with AES on site maintenance until the projects are fully established and accepted by the City of Prior Lake.</li> <li>Install interpretive signs for projects.</li> </ul>

# PRIOR LAKE – SPRING LAKE

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## WATERSHED DISTRICT

### Planning

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b><i>District Plan Update</i></b> <i>Project Lead: Diane</i>	<ul style="list-style-type: none"><li>• Staff meetings</li><li>• Board meeting</li><li>• Revised goals format</li></ul>	<ul style="list-style-type: none"><li>• Meeting with CAC in May</li><li>• </li></ul>
<b><i>Feasibility Reports</i></b> <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"><li>• No activity</li></ul>	<ul style="list-style-type: none"><li>• Engage EOR for feasibility reports once grant contract is signed with BWSR and funding is available.</li></ul>

# PRIOR LAKE – SPRING LAKE

## WATERSHED DISTRICT

### Education & Outreach

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>Website and Media</b> <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> <li>• <b>As of April 2, 1:00 pm:</b></li> <li>• <b>Website articles posted</b>—Weekly Springtime lake level updates (on March 13, 18, 25, 28 &amp; April 1); Raingarden workshop.</li> <li>• <b>Scott Co. SCENE articles.</b> Submitted LFF program article &amp; CWCW announcements.</li> <li>• <b>Prior Lake Am articles:</b></li> <li>• Facebook &amp; Twitter- continuing Trivia Tuesday (question posted on Tues, answer posted Wed).</li> <li>• <b>Facebook:</b> <ul style="list-style-type: none"> <li>• 422 page followers, 6 new followers</li> <li>• 28 Posts w/ 100+ views</li> </ul> </li> <li>• <b>Twitter:</b> 11,100 total post impressions. <ul style="list-style-type: none"> <li>• 282 followers, 6 new followers.</li> <li>• 20+ Tweets w/ 100+ views</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Continue writing posts and updates about projects</li> <li>• Will tweet and/or update Facebook about projects &amp; news.</li> </ul>
<b>Citizen Advisory Committee</b> <i>Project Lead: Diane &amp; Kathryn</i>	<ul style="list-style-type: none"> <li>• Met on March 28</li> </ul>	<ul style="list-style-type: none"> <li>• Next CAC meeting is on April 25</li> </ul>
<b>MS4 Education Program</b> <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> <li>• Implement education activities</li> <li>• Promoted Parade of Shores tour, cost-share at PLA Ice-Out Celebration</li> <li>• CWCW on April 28</li> </ul>	<ul style="list-style-type: none"> <li>• Implement education activities.</li> </ul>



# PRIOR LAKE – SPRING LAKE

## WATERSHED DISTRICT

### Monitoring & Research

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>Monitoring</b> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>• Data management.</li> <li>• Database maintenance/entry.</li> <li>• 2019 Planning</li> <li>• Long Term Monitoring Plan</li> <li>• Installed level loggers</li> <li>• Took samples and flow measurements</li> <li>• Level logger issues/maintenance Spring Lake</li> </ul>	<ul style="list-style-type: none"> <li>• Data management.</li> <li>• QA/QC data.</li> <li>• Enter data into the water quality database</li> <li>• Finalize 2019 monitoring plan</li> <li>• Start prepping for equipment install</li> <li>• Finish Long-Term Monitoring Plan for WRMP</li> </ul>
<b>Aquatic Vegetation Management and Surveys</b> <i>(Class 626 and 637)</i> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>	<ul style="list-style-type: none"> <li>• BioBase report.</li> <li>• Reports from Steve McComas</li> <li>• 2019 Planning</li> <li>• Put reports on website</li> </ul>

# PRIOR LAKE – SPRING LAKE

## WATERSHED DISTRICT

### Regulation

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>BMPs &amp; Easements</b> <i>Project Lead: Maggie &amp; Kathryn</i>	<ul style="list-style-type: none"> <li>Corresponded with Trillium Cove developer on Development Agreement requirement.</li> <li>Followed up on current easement amendments in-progress.</li> <li>Interviewed and selected two interns that will begin work after Memorial Day.</li> <li>Began drafting annual easement newsletter.</li> </ul>	<ul style="list-style-type: none"> <li>Review amendment requests as they are received and work with landowners towards closing out approved amendment requests.</li> <li>Work with landowners to resolve easement violations.</li> <li>Create baseline documentation for each conservation easement property.</li> <li>Mail out newsletter to easement holders. Send out pre-season reminder letters to easement violators.</li> </ul>
<b>Permitting</b> <i>Project Lead: Maggie &amp; Jeff</i>	<ul style="list-style-type: none"> <li>Provided feedback to County on planset for Permit #18.06. Will issue permit once all conditions are met.</li> <li>Reviewed application for upcoming Permit #19.01 for the project at the public works building to the west of Spring Lake. EOR worked with County staff and engineer to help them meet District requirements for the project.</li> <li>Met with other metro permitting staff to discuss potential collaboration on a collective cloud-based permit tracking tool, and to share experience with different enforcement techniques.</li> <li>Fully executed stormwater credit MOA for Woodside/Huron project.</li> <li>Issued Permit #18.04 for the Duluth Avenue project.</li> </ul>	<ul style="list-style-type: none"> <li>Continue to inspect, follow-up on and close remaining open permits.</li> <li>Meet with new permit contractors and inspectors and begin inspections.</li> <li>Review Permit #19.01 and bring to Board for approval at its Board Chair meeting.</li> <li>Execute Stormwater Credit MOA with the County.</li> </ul>
<b>Rules Revisions</b> <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> <li>No activity</li> </ul>	<ul style="list-style-type: none"> <li>Reconvene the TAC.</li> </ul>

# PRIOR LAKE – SPRING LAKE

## WATERSHED DISTRICT

### Prior Lake Outlet Structure & Channel

ACTIVITY	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<b>Prior Lake Outlet Channel</b> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>Increased frequency of outlet channel inspections.</li> <li>Cleared obstructions in culverts</li> <li>Opened low-flow completely</li> <li>Finished Annual report</li> </ul>	<ul style="list-style-type: none"> <li>Weekly channel inspections.</li> <li></li> </ul>
<b>Channel Bank Erosion (FEMA)</b> <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> <li>Project construction completed on Segments 1 and 2</li> </ul>	<ul style="list-style-type: none"> <li>Continue construction in the summer and fall</li> </ul>
<b>JPA/MOA &amp; TAC Meetings &amp; Admin</b> <i>Project Lead: Diane &amp; Jaime</i>	<ul style="list-style-type: none"> <li>No activity</li> </ul>	<ul style="list-style-type: none"> <li>April 11 Cooperators meeting</li> </ul>
<b>Invasive Species Removal</b> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> <li>Create 2019 PLOC mgmt. plan</li> </ul>	<ul style="list-style-type: none"> <li>Contract for AES 2019 PLOC mgmt</li> </ul>
<b>MS4 Permit</b> <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> <li>Received notification that Annual Report is due June 30, 2019</li> </ul>	<ul style="list-style-type: none"> <li>Annual permit application has been delayed.</li> </ul>
<b>PLOC Easements</b> <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> <li>Put easement information together for the Cooperators to review at their meeting on April 11 as part of the Master Plan</li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>

# PRIOR LAKE – SPRING LAKE

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

### 4.3 Legislative Update

Diane will provide updates.

# PRIOR LAKE – SPRING LAKE WATERSHED DISTRICT

## REGULAR MEETING MINUTES

*Tuesday, March 12, 2019*

*Prior Lake City Hall*

*6:00 PM*

Members Present: Mike Myser, Fred Corrigan, Curt Hennes, Charlie Howley & Bruce Loney

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

Others Present: Meg Britton-Mehlisch, SW News  
Steve McComas, Blue Water Science

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE & SWEARING IN OF MANAGERS BRUCE LONEY AND FRED CORRITAN:** Meeting called to order by Chair, Fred Corrigan at 6:04 PM.

Managers Bruce Loney & Fred Corrigan were sworn in for their 3-year term as members of the Board of Managers for the Prior Lake-Spring Lake Watershed District.

- **2.0 PUBLIC COMMENT:** None
- **3.0 APPROVAL OF AGENDA:**  
Manager Myser moved to approve the agenda after modifying (remove items 4.6 and 6.3 and add 4.8 (Election of Officers)). Second by Manager Hennes. All ayes. Motion passed 5-0.

### 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 AQUATIC VEGETATION SURVEY PRESENTATION**  
Steve McComas, Blue Water Science, presented the 2018 results of the vegetations surveys he performed.
- **4.3 PROGRAMS & PROJECT UPDATES**  
Staff gave updates on current and ongoing District projects and activities.

- **4.4 DISTRICT LIASONS**

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

- **4.5 CAC APPOINTMENT OF WOODY SPITZMUELLER**

Manager Hennes moved to approve Woody's application for membership on the Citizens Advisory Committee. Second by Manager Myser. All ayes. Motion passed 5-0.

- **4.6 VARIOUS 2019 LEGISLATIVE ISSUES TO SUPPORT OR OPPOSE**

Item removed from agenda.

- **4.7 PER DIEM POLICY**

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

- **4.8 ELECTION OF OFFICERS (ITEM ADDED AT THE MEETING)**

Manager Howley moved to approve Mike Myser, President; Fred Corrigan, Vice President; Bruce Loney, Secretary. Second by Manager Myser. All ayes. Motion passed 5-0.

- **5.0 APPROVAL OF CONSENT AGENDA**

Manager Myser moved to approve the consent agenda. Second by Manager Hennes. Manager Loney abstained from vote. Motion passed 4-0.

- **6.0 TREASURER REPORT/FINANCIAL REPORT**

Manager Howley gave updates on current financial reporting.

- **6.3 BUDGET TRANSFER**

Item removed from agenda.

- **7.0 UPCOMING MEETINGS/EVENTS**

- Prior Lake Association Ice Out Event, March 23, 2-5:00 PM – Charlies on Prior
- CAC Meeting Thursday, March 28, 6:30-8:00 PM – City Hall

## **ADJOURNMENT**

Manager Myser moved to adjourn meeting. Second by Manager Howley. All ayes. Motion passed 5-0. Meeting adjourned at 7:36 PM.

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Bruce Loney, Secretary

# PRIOR LAKE – SPRING LAKE

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## WATERSHED DISTRICT

### **WORKSHOP MEETING MINUTES**

*Tuesday, March 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; Annette Thompson, City of Prior Lake and Glenn Kelley, Spring Lake Township

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

#### **Public Infrastructure Project Review**

Staff discussed potential partner projects. Bruce Loney suggested that we draft an application for subsequent budgets so that the Board has more information on the projects. Staff will draft an overview of the projects to be reviewed at the next Board Chair meeting.

#### **Legislative Update and New Issues**

Staff reviewed the status of the carp legislation and bonding bill with funding for Sutton Lake. Senator Draheim introduced a bill that has negative consequences for watershed districts. Staff will check in with Comfort-Forest Lake and Brown's Creek Watersheds to get more background on the legislation. Staff and managers may meet with Senator Draheim during the legislative interim to discuss this legislation further.

#### **Board Liaisons**

The revised board liaison list was reviewed.

#### **Workshop with the City**

Managers discussed Diane's Annual Report and agreed that the District could ask for Council support of its efforts to secure upper watershed storage. Most of the Board Members are planning to attend, so staff will post a meeting notice.

The meeting adjourned at 5:50 p.m.

# PRIOR LAKE – SPRING LAKE

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## WATERSHED DISTRICT

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### Citizen Advisory Committee

Thursday, March 28, 2019

6:30-8:00 p.m.

Prior Lake City Hall

4646 Dakota Street SE Prior Lake, MN 55372

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#### Attendees:

- **CAC Members present:** Steve P., Kim S., Larry R., Elizabeth S., Marianne B, Jody S, Jerry M.
- **Others present:** Board Member: Curt H.; Kathryn Keller-Miller, Water Resources Outreach Specialist; Jeff Anderson, Water Resources Technician

- I. Call meeting to order 6:33 pm – 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. Welcome packet for new CAC members
    - i. What does the CAC members want in a welcome packet?
    - ii. Links to the Watershed, projects, hierarchy of how the CAC fits in to the overall
    - iii. Assign a mentor to the new member – Jody had this in a past experience and it helped welcome the new member.
    - iv. Include the board members etc., names and emails to help the new member
    - v. Include the dates of all the monthly meetings, both CAC and the board.
    - vi. Checklist of who, what and where in a one sheet format.
    - vii. Marianne will lead and bring draft to next month's meeting.
  - b. Carp seining update.
    - i. Carp were by Knotty Oar in a different area than previously seined, but there were rocks in the area.
    - ii. Watershed hired Bio-Base company to re-analyze data we had of where rocks are on the bottom of the lake.
    - iii. Steve provided a recommendation to try and scare them out- however, this was not viable.
    - iv. Jeff went out and physically tamped the bottom that were harder than typically good for seining. A road was plowed on the ice to prepare for the sein, and that spooked the fish out of the area.
    - v. This year the commercial seiners have not had much success. And not willing to take on a lot of risk for low return.
    - vi. Will look forward to a possible summer sein.
    - vii. Who makes the call to scare or not scare the fish? Sometimes not feasible, everyone involved typically weighs in.
    - viii. What if they school in the same area next winter? We need to provision for this earlier. Can the Watershed understand what the perfect sein would be?



# PRIOR LAKE – SPRING LAKE

## WATERSHED DISTRICT

- ix. Can the commercial seiners sein in a small area? Should we know the area circumference and depth prior to winter months and be prepared? Should Mud Bay/Crystal Cove be looked at again as an area to sein?
- x. Shocking the fish (as this goes down 5 feet) is not a preferable method for removal of the carp. And prepping for the shocking can actually scare the carp away.
- xi. It's not the depth, it's the proximity to where they can drop the nets for a successful sein. This winter the nets could not be dropped far enough away to not spook the fish.
- xii. Legislation updates- singleton bills are not common, so they hooked the carp bill on another water bill for bi-partisan support. And doesn't involved money so likely to pass.
- xiii. DNR ideas to assist in carp seining? Kathryn provided insight that they have been talking to other districts and the U of M study. There is nothing that is a 'silver bullet' that works.
- xiv. Curt pointed out that industry wide, it is more of a carp management not a carp eradication.
- xv. The previous and successful efforts on Spring Lake has paid off as natural vegetation is coming back.
- xvi. Stocking with game fish will help eat the carp minnows.
- c. Outlet channel stream bank repair update
  - i. FEMA funding – work finished on Jeffers pond, Pike Lake areas. Weather is getting too warm and water too high. And then work needs to cease until June 15 for fish spawning. 20% of work is done, the rest will continue summer and fall. Extension to the end of 2019.
  - ii. Good place to see is at the Quarry lake where Shakopee park fishing dock, the outlet channel runs next to it...and is flowing.
  - iii. Any new damage with this spring's thaw? – Jeff said a couple spots that may have a slight erosion. Maxed out a couple of culverts – not flooding but maxed.
  - iv. Since the lower weir has been opened, Jeff has been visiting and removing debris.
  - v. Can the CAC be provided a map of areas that its members can visually observe and put extra eyes on it? – Jeff can provide locations for members to conduct observations.
    - 1. Culvert under county 42 looks like it might need attention. Jeff will look at it and bring it to the county's attention as they own it and are good at maintaining.
  - vi. Would it be useful for a CAC volunteer go with Jeff? Most times it is scheduling that prevents this partnership.
  - vii. What about the water quality from street runoff? Should it be measured or tested?
  - viii. Once a leaf is in water, how fast does it dissolve its phosphorous? Is it right away or over time as it decays? It is likely that the phosphorous is released at certain levels until the leaf is decayed.
  - ix. Street sweeping – city will likely start when it dries out. – call to the city would be needed to confirm. Michael Plant is the new city manager.
  - x. There is a metro-wide 'adopt-a-drain' – so anyone can do this if interested and keep the drains clean!
- d. 2019 Education and outreach plan
  - i. A review of what is in the plan was provided by Kathryn.

# PRIOR LAKE – SPRING LAKE

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## WATERSHED DISTRICT

- ii. MS4 – municipal + the 4 ‘s’ – sewer, storm water system etc...most MS4 are cities.
- iii. Most PLOC outreach is with the FEMA work being done with the farm and land owners along the banks.
- iv. Rain garden workshop on April 18
- v. Prairie workshops, cost share program
- vi. Some partnering with the local schools
- vii. Clean water clean-up – April 28<sup>th</sup> at Fish Point park.
- viii. Working on designing a new logo – will use new logo for “now entering the watershed” area signage to the Watershed.
- ix. What about doing an inventory of landowners on the larger of the lakes in the watershed to see if there are opportunities to help water quality? If the landowner has interest, but cannot take on the work completely, maybe we can form a volunteer group to help. Jeff suggested targeting subwatershed areas that have higher pollutant loading.
- e. Planning the WD 50<sup>th</sup> year anniversary next year.
  - i. Might be fun to do events around this
  - ii. Other districts have done this and brainstorming with those events in mind are happening.
    - 1. Wildlife walks, fishing events are some ideas.
    - 2. Does the CAC have any ideas? If so, shoot Kathryn an email.
      - a. Ice cream social
      - b. What about at Lakefront days?
      - c. What about the Lakefront days parade? What about the entry fee? Get a sponsorship from a boat company or use a personal boat?
      - d. Decals for volunteers at lake cleanup days or business cards that identify who we are and what we do...or a sticker “proud volunteer...”
      - e. Watershed district should have jackets the same color to identify who they are...
      - f. What about a ‘geo-caching’ type activity that is self-led?
      - g. Or a few medallions placed around the area. Or a stamp/stickers that you get in a booklet as you go along.
      - h. Or hook up with events that are already scheduled like SLA Annual Picnic.
      - i. Minnow races, give away t-shirts, caps or jackets
- f. Jeff Anderson: Water level outlook. High water levels
  - i. Insights, updates and what he does was provided.
  - ii. Request put in to turn on ferric chloride plant.
    - 1. Hwy 13 project should not affect the ferric chloride delivery line.
  - iii. Can the ducks unlimited area on Spring Lake be dredged for water quality purposes?
- g. Priority items – review and share your thoughts. These can be adjusted.
  - i. Should we bump up against the management plan meeting items that were captured?
  - ii. Current CAC Priority Items list:
    - 1. Water Levels**
      - a. Outlet channel maintenance, water flow level measurements reported on website

# PRIOR LAKE – SPRING LAKE

## WATERSHED DISTRICT

- b. Flood control master plan
- c. Efforts to slow water flow in the upper watershed, rain gardens home owners

### 2. Water Quality

- a. Water quality: Sediment -erosion reduction
- b. Carp removal, carp gates, carp reduction projects
- c. Water quality analysis: phosphorous level analysis for lakes in the watershed, monitoring
- d. Future alum treatments

### 3. Aquatic Plants AIS

- a. Invasive aquatic plant control, prevent AIS from entering lakes. Restore native plants

### 4. Agriculture

- a. Farm Lead Council, agriculture soil testing program cover crops

### 5. Projects

- a. Community outreach. Newspaper articles, clean water cleanup events, Lakefront Days booth
- b. Property, project permitting, easement enforcement
- c. Projects, Sand Point Beach Park, Raymond Park, Spring Lake shore restoration, 12/17 wetland, signage

- I. Next meeting date: April 25, 2019
- II. Water Resources Management Plan update. April 25, 2019 CAC meeting.
- III. Comments, suggestions, questions.
  - 1. Low flow gate – Can only be open in March and April – can it be extended to January or February – not without DNR permission. CAC members had some thoughts that DNR passed control to watershed that they have control over the gate. Or is there a procedure that is followed – there is a date restriction. Can be opened Mar 1<sup>st</sup> through April without calling DNR. Can the board update the procedure to allow low gate flow in the fall? Yes already is in plan.
  - 2. City citizens engagement committee wants a joint session with the CAC
- IV. Adjourn 8:00pm

**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.

**4/9/2019**  
**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 4/4/2019

Vendor	Invoice	Description	Amount
<b>1. Watershed District Projects (excluding staff payroll)</b>			
EOR	00758-0019	LGU Plan Review	1,309.75
DVS		Truck License Renewal	51.00
EOR	00758-0018	Rule Revision	718.25
EOR	00758-0018	General Engineering	1,183.00
EOR	00758-0015	Permitting	1,445.00
EOR	00758-0018	District Plan Update	8,543.41
EOR	00758-0014	Sutton Lake Outlet Modification Plan	9,155.71
EOR	00758-0019	H & H Model	7,123.50
Metropolitan Council	1094075	Lab Analysis	149.00
Oregon RFID, Inc.	7979	Sampling Equipment	77.51
Xcel Energy	632076318	March	13.79
<b>Subtotal</b>			<b>29,769.92</b>
<b>2. Outlet Channel - JPA/MOA (excluding staff payroll)</b>			
EOR	00758-0038	PLOC Engineering Assistance	459.50
EOR	00758-0128	2019 PLOC XP-SWMM Update	169.00
HG & K		March	2,147.50
<b>Subtotal</b>			<b>2,776.00</b>
<b>3. Payroll, Office and Overhead</b>			
ADP Manager Per Diems		Already Paid	657.23
ADP Staff Payroll		Already Paid	19,694.62
ADP Taxes & Benefits		Already Paid	12,658.15
Abdo, Eick Meyer	412163	Annual Financial Audit Progress Bill	8,000.00
Connexus Credit Union		Health Savings Account	115.38
Conservation Volunteer		Subscription	25.00
H SA Bank		Health Savings Account	115.38
HG & K		March	1,570.00
Metro Sales	1306936	Copy Machine Contract	110.60
NCPERS		Life Insurance	80.00
Scott County		Property Taxes	272.00
SW News	100426	Legal Notices	546.33
VISA		March	1,831.79
<b>Subtotal</b>			<b>45,676.48</b>
<b>4. Debt repayment and Interest</b>			
Northland Trust Services		Principal	
Northland Trust Services		Interest	
Northland Trust Services		Agent Fee	
<b>Subtotal</b>			<b>0.00</b>

**TOTAL**

**78,222.40**

# PRIOR LAKE - SPRING LAKE

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## WATERSHED DISTRICT

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### MEMORANDUM

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**TO:** PLSLWD BOARD OF MANAGERS  
**FROM:** DIANE LYNCH  
**SUBJECT:** 2018 BUDGET TRANSFERS  
**DATE:** MARCH 12, 2019

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Staff would like the Board to consider transferring funds from the 2018 to the 2019 that were not expended due to projects not being completed. The following is our request:

#### **PUBLIC INFRASTRUCTURE PARTNERSHIP PROJECTS**

This budget is for BMP cost-share projects for our partners.

We budgeted \$55,000 for 2018. We spent \$23,504. There is \$31,496 remaining.  
2019 budget: \$100,000.

***Request: Transfer \$31,496 to the 2019 budget for Public Infrastructure Partnership Projects.***

#### **STORAGE AND INFILTRATION PROJECTS**

This budget is for the Sutton Lake Outlet Modification Plan.

We budgeted \$125,000 for 2018. We spent \$45,883. There is \$79,117 remaining.  
2019 budget: \$150,000.

***Request: Transfer \$79,117 to the 2019 budget for Storage and Infiltration Projects.***

#### **DISTRICT PLAN UPDATE**

This budget is for the 2020 Water Resources Management Plan.

We budgeted \$105,700 for 2018. We spent \$73,827. There is \$31,873 remaining.  
2019 budget: \$75,000.

***Request: Transfer \$31,873 to the 2019 budget for District Plan Update.***

### **SIGNS FOR PROJECTS, SOFTWARE FOR LOCATION & CONTACTS**

This budget is for location and projects and software.

We budgeted \$9,500 for 2018. We did not spend any funds, due to other project priorities.  
2019 budget: \$2,000

***Request: Transfer \$9,500 to the 2019 budget for Signs for Projects, Software for Location and Contacts.***

### **TOTAL TRANSFER FUNDS REQUESTED: \$151,986\***

According to Chris Schadow's Final 2018 Financial report, there is \$296,251 remaining. If the transfer request is approved, that would leave \$144,265 surplus for 2018. Since the cost of the Sutton Lake Outlet Modification Project is higher than we had budgeted, we could transfer some or all of those funds to the STORAGE AND INFILTRATION PROJECTS line item.

Currently, we have budgeted \$125,000 for 2018 for Sutton lake and \$150,000 for 2019. Revised costs (need to be reviewed) are approximately \$340,000. If we are able to transfer additional funds to the Storage and Infiltration Projects line item, we will be able to do the project this year. Otherwise, we are approximately \$65,100 over budget.

REVENUE						
				2019 Original	2019 Adjustments	2019 Amended
Permit and Easement Securities				2,000		2,000
Property Tax Levy				1,794,632		1,794,632
Alum Reserve Fund				10,513		10,513
Upstream Storage Reserve Fund				50,000		50,000
Interest Income				19,000		19,000
Grants				731,583	5,000	736,583
Farmer Led Council (1W1P)				10,000		
Fish Lake Shoreline Restoration (Conservation Partners)				0	5,000	
Alum Dosing (CWF)				603,583		
Feasibility Reports (1W1P)				35,000		
Carp Management (1W1P)				77,000		
Aquatic Veg Management (Scott County)				6,000		
<b>TOTAL</b>				<b>2,607,728</b>	<b>5,000</b>	<b>2,612,728</b>

EXPENSES							
Program Element	Budget Category	2018 Approved	2018 Actual	2018 Delta	2019 Approved	2019 Adjustments	2019 Amended
	Administrative Salaries and Benefits	120,000	39,529	(80,471)	132,000		132,000
	703 - Telephone & Internet	14,000	8,886	(5,114)	15,400		15,400
	706 - Office Supplies	7,900	10,419	2,519	8,690		8,690
	709 - Insurance and Bonds	7,000	6,901	(99)	7,700		7,700
	670 - Accounting	23,000	22,193	(807)	25,300		25,300
	671 - Audit	7,875	7,653	(222)	8,662		8,662
	903 - Fees	700	3,479	2,779	770		770
	660 - Legal (not for projects)	2,000	1,493	(507)	2,200		2,200
	Administration	182,475	100,553	(81,922)	200,722	0	200,722
	Program Salaries and Benefits (excluding PLOC)	278,336	413,885	135,549	306,170	0	306,170
WQ	Public Infrastructure Partnership Projects	55,000	23,504	(31,496)	100,000	31,496	131,496
Volume	Upstream Storage & Infiltration Projects	125,000	45,883	(79,117)	200,000	29,117	229,117
	550 Capital Projects	180,000	69,387	(110,613)	300,000	60,613	360,613
WQ	Farmer-led Council	50,000	39,277	(10,723)	61,000		61,000
Volume	Identify and Mitigate Channel Erosion	5,000	0	(5,000)	5,000		5,000
WQ	Cost-Share Incentives	58,000	36,410	(21,590)	58,000		58,000
WQ	Highway 13 Wetland, FeCl system & Desilt, O&M	57,800	24,731	(33,069)	57,800		57,800
WQ	Fish Point Park Retrofits	3,500	855	(2,645)	3,500		3,500
WQ	FeCl Backwater Retrofit	0	1,249	1,249	0		0
WQ	Aquatic Vegetation Mgmt	13,000	75	(12,925)	6,000		6,000
WQ	Fish Management, Rough Fish Removal	27,000	19,874	(7,126)	27,000		27,000
WQ	Spring Lake Parcel Maintenance	2,000	0	(2,000)	2,000		2,000
WQ	Raymond Park Maintenance	3,500	2,866	(634)	3,500		3,500
WQ	Alum Internal Loading Reserve Fund	0	0		110,000		110,000
WQ	Alum Internal Loading Projects	441,000	430,487	(10,513)	603,583		603,583
WQ	County Rd 12/17 Maintenance	10,125	3,632	(6,493)	7,000		7,000
WQ	FeCl carp barrier line replacement project	0	0	-	35,000		35,000
WQ	Indian Ridge Maintenance	0	0	-	1,636		1,636
WQ	Fairlawn Shores Maintenance	0	0	-	1,500		1,500
	611 Operations & Maintenance	670,925	559,456	(111,469)	982,519	0	982,519
Regulatory	Engineering not for programs	10,000	9,106	(894)	30,000		30,000
Regulatory	Planning and Program Development	20,000	23,817	3,817	25,000		25,000
WQ	Fish Lake TMDL Implementation	0	0	-	10,000		10,000
WQ	Pike Lake TMDL Implementation	0	0	-	10,000		10,000
WQ	Spring/Upper Prior Lake TMDL Implementation Plan	1,000	0	(1,000)	0		0
Regulatory	LGU Plan Review	9,000	5,978	(3,022)	9,000		9,000
Regulatory	District Plan Update	105,700	73,827	(31,873)	75,000	31,873	106,873
WQ	Feasibility Reports	0	0	-	39,500		39,500
	626 Planning	145,700	112,728	(32,972)	198,500	31,873	230,373
WQ	District Monitoring Program	87,100	44,381	(42,719)	87,100		87,100
WQ	Automated Vegetation Monitoring	3,500	6,167	2,667	4,700		4,700
WQ	Aquatic Vegetation Surveys	18,000	18,163	163	18,000		18,000
Volume	District-wide Hydraulic & Hydrologic model	9,500	3,673	(5,827)	9,500		9,500
WQ	Wetland Restoration and Wetland Bank	9,675	0	(9,675)	0		0
	637 Monitoring & Research	127,775	72,384	(55,391)	119,300	0	119,300
Regulatory	Permitting and Compliance	10,250	24,184	13,934	10,250		10,250
Regulatory	Permitting and Compliance Income	(1,000)	(2,370)	(1,370)			0
Regulatory	Non-project Reg. Reporting, Rules & Stand. Rev.	3,000	9,100	6,100	5,000		5,000
Regulatory	BMP and easement inventory & inspections	15,550	10,029	(5,521)	15,500		15,500
Regulatory	BMP and easement amendment fees income	(1,000)	-	1,000	-		0
	648 Regulation	26,800	40,943	14,143	30,750	0	30,750
Education	MS4 Education program	12,000	5,106	(6,894)	15,000		15,000
Education	Prior Lake-Savage Schools partnerships	250	0	(250)	250		250
Education	CAC	3,600	0	(3,600)	4,000		4,000
Education	Signs for projects, software for location & contacts	9,500	0	(9,500)	2,000	9,500	11,500
	652 Education & Outreach	25,350	5,106	(20,244)	21,250	9,500	30,750
WQ	Lower Prior Retrofit BMP Study/Proj (\$83,000 is grant)	135,000	140,227	5,227	0		0
WQ	Carp Management/Removal	42,000	62,559	20,559	107,000		107,000
	Capital Projects--Grants	177,000	202,786	25,786	107,000	0	107,000
Volume	PLOC Restoration, Maintenance & Monitoring	46,796	46,796	-	46,796	0	46,796
Volume	Bond Payment	168,475	168,475	-	170,375	0	170,375
	Subtotal	2,029,632	1,792,499	(237,133)	2,483,382	101,986	2,585,368
	Contingency - approx 5%	75,000	-	(75,000)	94,833	0	94,833
	TOTAL (excluding PLOC)	2,104,632	1,792,499	(312,133)	2,578,215	101,986	2,680,201

NET 29,513 (67,473)

DISTRICT FUND BALANCE (excluding PLOC) 829,379 858,892 791,419  
% OF OPERATING EXPENSES (Target 35%) 35% 31%