

Tuesday, December 10, 2019

6:00 PM

Prior Lake City Hall

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

4:00-4:10 p.m. Board Officer Discussion

4:10-4:20 p.m. PIPP Update

4:20-4:40 p.m. Budget Forecast for 2019 (Chris Schadow will attend) and Final Review of the 2020 Budget (no change)

4:40-5:40 p.m. WRMP Review

5:40-5:45 p.m. Emerging Issues

6:00 – 6:05 PM 1.0 **BOARD MEETING CALL TO ORDER & PLEDGE OF ALLEGIANCE**

6:05 – 6:10 PM 2.0 **PUBLIC COMMENT**

If anyone wishes to address the Board of Managers on an item not on the agenda or on the consent agenda please come forward at this time, turn on the microphone and state your name and address. (The Chair may limit your time for commenting.)

6:10 – 6:15 PM 3.0 **APPROVAL OF AGENDA** (Additions/Corrections/Deletions)

PUBLIC HEARING 2020 FINAL LEVY****

- 2020 Levy—Resolution 19-337

6:15-7:00 PM 4.0 **OTHER OLD/NEW BUSINESS**

4.1 Programs & Projects Update (Discussion Only)

- Water Quality, Water Storage and AIS Inspections

4.2 Final Approval of the 2020 Levy (Vote)

4.3 Selection of 2020-21 District Consultants (Legal, Accounting, Audit and Engineering) (Vote)

4.4 Permit Fee Summary and 2020 Schedule (Discussion Only)

7:00-7:10 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 – November 12 Board Workshop & Board Meeting

5.2 Claims List

7:10-7:25 PM	6.0	TREASURER'S REPORT
	6.1	Cash & Investments (Discussion Only)
	6.2	Financial Report (Discussion Only)
7:25-7:35 PM	7.0	Manager Presentations on Watershed-related Items (Discussion Only)
7:35 – 7:40 PM	8.0	UPCOMING MEETING/EVENT SCHEDULE:
		<ul style="list-style-type: none">• FLC MEETING WEDNESDAY, DECEMBER 4 12:00-2:30 P.M. ST. PATRICK'S TAVERN AND RESTAURANT
		<ul style="list-style-type: none">• CAC MEETING, CITY HALL, THURSDAY, DECEMBER 12 6:30-8:00 P.M.

DECEMBER 2019 PROGRAMS & PROJECTS UPDATE

Capital Projects

PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Public Infrastructure Partnership Projects <i>Project Lead: Maggie & Diane</i>	<ul style="list-style-type: none"> EOR completed initial engineering work on Red Wing Avenue project. 	<ul style="list-style-type: none"> Inspect Fairlawn Shores project this spring to ensure sufficient vegetation establishment. Present the Red Wing Ave project engineering plan to the Board and Sand Creek Township.
Storage & Infiltration Projects <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Hired a surveyor and met with Chad Sandey to indicate boundaries of the project. Working with Chuck Holtman on easement language 	<ul style="list-style-type: none"> Once the DNR approves the O&M Plan, move forward with the easements and the bid authorization
Carp Management <i>Rough Fish Management (Class 611)</i> <i>Carp Management Project (Class 750 & 751)</i> <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Moved forward with 2019 Accelerated Carp Management Strategies (ACM). Continued to coordinate with WSB engineer and contractors on the Northwood carp barrier. Worked with WSB to develop a full RFQ package for the FeCl barrier project, soliciting new quotes. Continued to track radio-tagged carp across the lakes. Winterized the boat and placed it on City property for storage. WSB staff began coordinating and lining up potential commercial fishermen for open water/ on ice seines as soon as opportunities arise. Applied for a Class C permit through the DNR to work with Jeff Reidemann on seines, as needed. 	<ul style="list-style-type: none"> WSB and PLSLWD staff will continue to track the tagged carp. Install permanent Northwood carp barrier and FeCl barrier redesign. Work with WSB to schedule and coordinate upcoming carp removals as opportunities arise. Purchase a seine net for use in Upper Prior Lake. Update GIS location information for carp and online maps. Install wireless cameras at Arctic Lake outlet and one other location this spring. Finish final designs and order specialized trap nets for installation this spring in Arctic Lake outlet and desilt pond. Purchase additional speaker for herding/training this January. Implement Carp Training Program again this spring.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

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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"> City of Prior Lake winterized the pump DMR Report 	<ul style="list-style-type: none"> New walkway and fish barrier Look into permanent fix to driveway for ferric delivery DMR Report
Farmer-Led Council <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Met with Scott County partners to coordinate the upcoming County-wide event in February. Meeting with Scott SWCD to plan for upcoming FLC meeting on December 4th. Completed review of upcoming farms for Lake-Friendly Farm certification in January. 	<ul style="list-style-type: none"> Explore farmer mentorship program with FLC. Conduct FLC Meeting on December 4th. Coordinate County-wide event to promote conservation practices to be held on February 26th. Organize Lake-Friendly Farm Certification event in January.
Cost Share Incentives <i>Project Lead: Kathryn, Diane</i>	<ul style="list-style-type: none"> Verified installation of installed projects and processed applications. 	<ul style="list-style-type: none"> No new applications
Spring Lake Parcel Restoration Project <i>Project Lead: Maggie & Kathryn</i>	<ul style="list-style-type: none"> No new activities. 	<ul style="list-style-type: none"> 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"> Began drafting final agreement letter between City of Prior Lake and PLSLWD to transfer over maintenance responsibilities this spring. 	<ul style="list-style-type: none"> Install educational interpretative signs. Transfer project maintenance responsibilities to City of Prior Lake.
Fish Lake Shoreline & Prairie Restoration Project <i>Project Lead: Kathryn</i>		<ul style="list-style-type: none"> MN Native Landscapes will conduct restoration maintenance/establishment work.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Operations & Maintenance

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
CR 12/17 Wetland Restoration <i>Project Lead: Maggie</i>		<ul style="list-style-type: none"> AES will visit site to finish IESF maintenance. Coordinate with the County & City to make sure that the issues have been resolved at the outlet structures. Officially hand over vegetation maintenance of project to City of Prior Lake this spring.
Lower Prior Lake Retrofit Projects <i>Project Lead: Maggie</i>		<ul style="list-style-type: none"> Continue to work with MNL on site maintenance until the projects are fully established and accepted by the City of Prior Lake. Install interpretive signs for projects.

Planning

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
District Plan Update <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Public meeting held on November 21 	<ul style="list-style-type: none"> Schedule final TAC meeting Meet with the Board to review final draft
Feasibility Reports <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Contacted landowners and completed initial survey work for Spring Lake west subwatershed. 	<ul style="list-style-type: none"> EOR will complete the two feasibility studies as part of the WBF grant.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

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Education & Outreach

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Website and Media <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none">• Website articles posted: WRMP public meeting; AIS Watercraft Inspection Results in Scott County;• Prior Lake Am: article on WRMP Public Meeting• Facebook & Twitter- notice of WRMP Public Meeting; summary of WRMP Public Meeting	<ul style="list-style-type: none">• Continue writing posts and updates about projects• Will tweet and/or update Facebook about projects & news.• Write article for next SCENE edition.
Citizen Advisory Committee <i>Project Lead: Diane & Kathryn</i>	<ul style="list-style-type: none">• Sent out notice for December 12 meeting	<ul style="list-style-type: none">• Plan for 2020 activities• Volunteers will commit to subcommittees
MS4 Education Program <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none">• No new updates	<ul style="list-style-type: none">• Implement education activities.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

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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.• Long Term Monitoring Plan• FLUX calculations• Removed monitoring equipment• Rating curves• Planning for 2020	<ul style="list-style-type: none">• Data management.• QA/QC data.• Enter data into the water quality database• Finalize/Approve Long-Term Monitoring Plan for WRMP
Aquatic Vegetation Management and Surveys (Class 626 and 637) <i>Project Lead: Jaime</i>	<ul style="list-style-type: none">• 	<ul style="list-style-type: none">• Get reports from Blue Water Science• Create maps

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"> • Worked with landowners to resolve existing violation issues on their properties prior to the annual inspections. • Completed follow-up after easement inspections and post-inspection correspondence. 	<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. • Complete baseline documentation for each conservation easement property. • Send post-inspection letters for completed inspections.
Permitting <i>Project Lead: Maggie & Jeff</i>	<ul style="list-style-type: none"> • Completed erosion & sediment control inspections for permits in active construction. Followed-up with permittees on problem areas. • Continued to work with SMHentges and Scott County at the 21/13 site on erosion and sediment control concerns. • Spoke with Dwayne Stenlund from MnDOT to resolve concerns on TH-13 project before wrapping up for winter. 	<ul style="list-style-type: none"> • Continue to inspect, follow-up on and close remaining open permits.
Rules Revisions <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> • Board discussed County concerns at the November workshop 	<ul style="list-style-type: none"> • Set up a meeting with partners to discuss their concerns

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"> Weekly channel inspections Cleared obstructions in culverts Cleared vegetation at outlet structure 	<ul style="list-style-type: none"> Weekly channel inspections. Close low-flow gate when lake gets to 902.0 or by Dec 31, whichever is first.
Channel Bank Erosion (FEMA) <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Soil and Erosion control BMPs started 	<ul style="list-style-type: none"> Complete BMPs Manage invoices
JPA/MOA & TAC Meetings & Admin <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none"> No new activities 	<ul style="list-style-type: none"> Schedule a meeting first quarter of 2020
Invasive Species Removal <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Annual Report
MS4 Permit <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none"> No activity 	<ul style="list-style-type: none"> No activity
PLOC Easements <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> No activity 	<ul style="list-style-type: none"> No activity expected

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Resolution 19-337

FINAL

Certifying the 2020

Administrative and Metropolitan Water Management Tax Levy

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 watershed management plan under Minnesota Statutes Section 103B.231;

WHEREAS Minnesota Statute Section 103D.905, subdivision 3, authorizes the PLSLWD to levy an *ad valorem* tax on real property within the PLSLWD for the administrative expenses of the District not to exceed \$250,000.00;

WHEREAS Minnesota Statutes Section 103B.241, subdivision 1, authorizes the PLSLWD to levy an *ad valorem* tax on real property within the PLSLWD sufficient to pay the increased costs to the PLSLWD to prepare and implement its watershed management plan;

THEREFORE, BE IT RESOLVED that in accordance with Minnesota Statutes Section 103D.915, the Board hereby approves and certifies to the Scott County Auditor an *ad valorem* levy in the total amount of \$1,794,632 to be levied on all taxable property within the PLSLWD, composed of the following:

- \$ 225,739 for the General Fund under authority of Minnesota Statutes Section 103D.905, subdivision 3;
- \$ 1,568,893 to implement the watershed management plan under Minnesota Statutes Section 103B.241, consisting of:
 - \$ 1,391,718 for the general projects and programs of the PLSLWD; and
 - \$ 177,175 for the Debt Service Fund for repayment of bonds issued by the PLSLWD under authority of Minnesota Statutes Section 103D.335, subdivision 1.

The question was on the adoption of the Resolution and there were ___ yeas and ___ nays as follows:

Yea Nay Absent

MYSER
CORRIGAN
HENNES
HOWLEY
LONEY

Upon vote, the chair declared the resolution adopted.

Bruce Loney, Secretary

Dated: _____, 2019

Res. 19-337
December 2019

PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

District Consultants Recommended for 2020/2021

Accountant: HG & K

Auditor: TBD

Attorney: TBD

Engineer: TBD

MEMORANDUM

TO: PLSLWD BOARD OF MANAGERS
FROM: MAGGIE KARSCHNIA, WATER RESOURCES PROJECT MANAGER
SUBJECT: PERMIT FEE SCHEDULE
DATE: DECEMBER 3, 2019

First approved in a resolution in 2005, the permit fee schedule provides the District with funding for its review and enforcement of permitted projects within its jurisdiction. The fee schedule lives outside of the District Rules as an independent document so that it can be updated more frequently, as needed. The Board last reviewed and approved the fee schedule at its January 2019 meeting as Resolution 19-330, and it is intended to be reviewed on an annual basis.

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, and not from the agencies themselves.*

CURRENT PERMIT FEE SCHEDULE

The following table presents the Permit Fee Deposit & Permit Security amounts adopted by the Board of Managers in January of 2019. Fees are cumulative based on each applicable category.

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) Make no motion and allow the existing Permit Fee Schedule to remain as in place in 2020.
- 2) Move to make changes to the existing Permit Fee Schedule, stating what those changes are. These changes will then be brought to the January 2020 meeting in a formal resolution for Board approval.
- 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.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

WORKSHOP MEETING MINUTES

Tuesday, November 12, 2019

Prior Lake City Hall

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

Staff Present: Diane Lynch, District Administrator; Jaime Rockney, District Specialist and Maggie Karschnia, Project Manager (WRMP)

Others Present: Jim Fitzsimmons, SWCD Board of Supervisors; Marianne Breitbach, CAC; Glenn Kelley, Spring Lake Township; Annette Thompson, City of Prior Lake; Dave Beer, Scott County; Carl Almer, EOR (District Engineer)

The meeting was called to order by President Mike Myser at 4:30 p.m. The meeting continued after the Board Meeting.

Review of Consultant Proposals

The Board reviewed proposals for District consultants and determined which ones they wanted to interview. The interviews will be set up by staff as soon as possible.

Comments from Agencies re. District Rules

Carl reviewed the Rule Update two-year process and the comments received by agencies. The Board would like to meet with partners prior to making a final decision on the rules. Staff will send out a Doodle Poll to set that meeting up.

2020 Budget Check-in

Diane indicated that the carp barrier estimate at the Ferric Chloride Plant will be reviewed in early 2020. The Monitoring Program budget will not include replacement of the ferric tank nor the purchase of WISKI software.

Additional

Diane reviewed the draft District Administrator's Performance Evaluation Form developed by the Personnel Committee. She will make changes and then send it out to the Board. Starting in January of 2020, the District Administrator will be reviewed on an annual basis. Diane reviewed benefits and salary comparisons with other Districts with the Board. Diane will provide the Board with more specific information on staff compensation and benefits. Diane reviewed questions to help frame a staffing plan. She will put a staffing plan together using those questions.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, November 12, 2019

Prior Lake City Hall

6:00 PM

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

Members Absent: Bruce Loney

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

Others Present: John Teilborg, Prior Lake Association
Derek Lee, Waterfront Restoration
Ben Brandt, Waterfront Restoration
Tom Suerth, Waterfront Restoration

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Myser at 6:00 PM.
- **2.0 PUBLIC COMMENT:** None
- **3.0 APPROVAL OF AGENDA:**
Manager Corrigan moved to approve the agenda after removing items 4.4 (Adoption of Revised Rules) and 6.3 (Calling of 2012A Bond). Second by Manager Hennes. All ayes. Motion passed 4-0.

OTHER OLD/NEW BUSINESS

- **4.1 PROGRAMS & PROJECT UPDATES**
Staff gave updates on current and ongoing District projects and activities. Focusing on Water Quality, Upper Subwatershed Storage and AIS.
- **4.2 PRIOR LAKE ASSOCIATION DONATION**
President Myser thanked John Tielborg and the Prior Lake Association for their \$1000 donation to the Watershed District.
- **4.3 WATERFRONT RESTORATIONS BOAT INSPECTIONS ON SPRING LAKE REPORT**
Representatives from Waterfront Restorations reviewed the Watercraft Inspection Report from this past boating season.

- **4.4 ADOPTION OF REVISED RULES**

Removed from agenda.

- **4.5 MAWD RESOLUTIONS**

Discussion of the Watershed District's position on the proposed MAWD Resolutions. The Board supports the Committee recommendation of all 13 Resolutions except for #3 where the Board takes no position. Manager Corrigan moved to approve this decision. Second by Manager Howley. All ayes. Motion passed 4-0.

- **4.6 MAWD DELEGATES**

Manager Myser nominated Manager Corrigan and Manager Howley as the official MAWD Annual Meeting Delegates. Second by Manager Hennes. All ayes. Motion passed 4-0.

- **4.7 MAWD PROPOSED STRATEGIC PLAN**

Manager Hennes moved to support the Plan. Second by Manager Myser. All ayes. Motion passed 4-0.

- **4.8 CONSERVATION EASEMENTS UPDATES**

Kathryn Keller-Miller gave an overview and reviewed the easement activities for 2019.

- **5.0 APPROVAL OF CONSENT AGENDA**

Manager Hennes moved to remove the Claims List to add an additional vendor payment. Second by Manager Corrigan. All ayes. Motion passed 4-0.

Manager Hennes moved to approve the Consent Agenda as amended with removal of Item 5.4. Second by Manager Howley. All ayes. Motion passed 4-0. No action taken on item 5.4, Ferric Chloride Carp Barrier Contract approval, which will be rebid as recommended by Staff.

- **6.0 TREASURER REPORT/FINANCIAL REPORT**

Manager Howley gave updates on current financial reporting.

- **7.0 MANAGER PRESENTATIONS ON WATERSHED RELATED ITEMS**

Managers gave updates on liaison meetings and other related items. Discussion only, no vote taken.

- **8.0 UPCOMING MEETINGS/EVENTS**

- WRMP Public Meeting, November 21, 6:30, Prior Lake City Hall

ADJOURNMENT

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

Charlie Howley, Treasurer (sitting in for Secretary Loney's absence)

12/10/2019

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**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 12/4/2019

Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
Buckingham Company	206505	Spring Lake Fish Kill	678.12
EOR	00758-0019	Sutton Lake Outlet Modification	1,780.56
EOR	00758-0123	Lower Prior Subshed 6 & 36 Retrofit Feasibility	1,127.98
EOR	00758-0124	Spring Lake West Subshed BMP Feasibility	1,269.00
EOR	00758-0018	General Engineering	462.08
EOR	00758-0019	PIPP Redwing Ave Ditch	3,885.75
EOR	00758-0018	District Plan Update	8,828.83
EOR	00758-0019	Rule Revisions	1,026.00
Hach Company	11406152	Monitoring Equip	124.56
Metropolitan Council	1103601	Lab Analysis	1,192.00
PAC USA	9464	Plaque - Stave Pany	63.35
Scott County	119090280	Property Taxes	60.86
SW News Media	100426	Legal Notices	222.85
SWCD	2019-085	Quarter 3	14,591.45
Xcel Energy	66130248	November Statement	14.53
Subtotal			35,327.92
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
Barr Engineering	23701065-00-10	PLOC Stabilization	10,616.24
EOR	00758-0039	PLOC Engineering Assistance	760.00
HG & K		November Accounting	250.00
Subtotal			11,626.24
3. Payroll, Office and Overhead			
ADP Manager Per Diems		Already Paid	856.82
ADP Staff Payroll		Already Paid	20,687.40
ADP Taxes & Benefits		Already Paid	12,583.83
Connexus Credit Union		Health Savings Account	205.38
H SA Bank		Health Savings Account	115.38
HG & K		November Accounting	2,023.75
Metro Sales	1478958	Color Copy Adjustment	1,421.55
Metro Sales	1478394	Copy Machine Contract	110.60
NCPERS		Life Insurance	80.00
Optum Bank	95-10029734	HSA	45.00
Smith Partners	41019	General Admin & Legal	270.27
VISA		November Charges	3,465.12
Subtotal			41,865.10
4. Debt repayment and Interest			
Northland Trust Services		Principal	
Northland Trust Services		Interest	
Northland Trust Services		Agent Fee	
Subtotal			0.00
TOTAL			88,819.26

X _____

X _____

PRIOR LAKE – SPRING LAKE

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

7.0 Manager Presentations

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

Tuesday, December 10, 2019

6:00 PM

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| 7:25-7:35 PM | 7.0 | Manager Presentations on Watershed-related Items (Discussion Only) |
| 7:35 – 7:40 PM | 8.0 | UPCOMING MEETING/EVENT SCHEDULE: |
| | | <ul style="list-style-type: none">• FLC MEETING WEDNESDAY, DECEMBER 4 12:00-2:30 P.M. ST. PATRICK'S TAVERN AND RESTAURANT• CAC MEETING, CITY HALL, THURSDAY, DECEMBER 12 6:30-8:00 P.M. |

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

DECEMBER 2019 PROGRAMS & PROJECTS UPDATE

Capital Projects

PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Public Infrastructure Partnership Projects <i>Project Lead: Maggie & Diane</i>	<ul style="list-style-type: none">EOR completed initial engineering work on Red Wing Avenue project.	<ul style="list-style-type: none">Inspect Fairlawn Shores project this spring to ensure sufficient vegetation establishment.Present the Red Wing Ave project engineering plan to the Board and Sand Creek Township.
Storage & Infiltration Projects <i>Project Lead: Diane</i>	<ul style="list-style-type: none">Hired a surveyor and met with Chad Sandey to indicate boundaries of the project.Working with Chuck Holtman on easement language	<ul style="list-style-type: none">Once the DNR approves the O&M Plan, move forward with the easements and the bid authorization
Carp Management <i>Rough Fish Management (Class 611)</i> <i>Carp Management Project (Class 750 & 751)</i> <i>Project Lead: Maggie</i>	<ul style="list-style-type: none">Moved forward with 2019 Accelerated Carp Management Strategies (ACM).Continued to coordinate with WSB engineer and contractors on the Northwood carp barrier.Worked with WSB to develop a full RFQ package for the FeCl barrier project, soliciting new quotes.Continued to track radio-tagged carp across the lakes.Winterized the boat and placed it on City property for storage.WSB staff began coordinating and lining up potential commercial fishermen for open water/ on ice seines as soon as opportunities arise.Applied for a Class C permit through the DNR to work with Jeff Reidemann on seines, as needed.	<ul style="list-style-type: none">WSB and PLSLWD staff will continue to track the tagged carp.Install permanent Northwood carp barrier and FeCl barrier redesign.Work with WSB to schedule and coordinate upcoming carp removals as opportunities arise.Purchase a seine net for use in Upper Prior Lake.Update GIS location information for carp and online maps.Install wireless cameras at Arctic Lake outlet and one other location this spring.Finish final designs and order specialized trap nets for installation this spring in Arctic Lake outlet and desilt pond.Purchase additional speaker for herding/training this January.Implement Carp Training Program again 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"> City of Prior Lake winterized the pump DMR Report 	<ul style="list-style-type: none"> New walkway and fish barrier Look into permanent fix to driveway for ferric delivery DMR Report
Farmer-Led Council <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Met with Scott County partners to coordinate the upcoming County-wide event in February. Meeting with Scott SWCD to plan for upcoming FLC meeting on December 4th. Completed review of upcoming farms for Lake-Friendly Farm certification in January. 	<ul style="list-style-type: none"> Explore farmer mentorship program with FLC. Conduct FLC Meeting on December 4th. Coordinate County-wide event to promote conservation practices to be held on February 26th. Organize Lake-Friendly Farm Certification event in January.
Cost Share Incentives <i>Project Lead: Kathryn, Diane</i>	<ul style="list-style-type: none"> Verified installation of installed projects and processed applications. 	<ul style="list-style-type: none"> No new applications
Spring Lake Parcel Restoration Project <i>Project Lead: Maggie & Kathryn</i>	<ul style="list-style-type: none"> No new activities. 	<ul style="list-style-type: none"> 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"> Began drafting final agreement letter between City of Prior Lake and PLSLWD to transfer over maintenance responsibilities this spring. 	<ul style="list-style-type: none"> Install educational interpretative signs. Transfer project maintenance responsibilities to City of Prior Lake.
Fish Lake Shoreline & Prairie Restoration Project <i>Project Lead: Kathryn</i>		<ul style="list-style-type: none"> MN Native Landscapes will conduct restoration maintenance/establishment work.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

Operations & Maintenance

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
CR 12/17 Wetland Restoration <i>Project Lead: Maggie</i>		<ul style="list-style-type: none">• AES will visit site to finish IESF maintenance.• Coordinate with the County & City to make sure that the issues have been resolved at the outlet structures.• Officially hand over vegetation maintenance of project to City of Prior Lake this spring.
Lower Prior Lake Retrofit Projects <i>Project Lead: Maggie</i>		<ul style="list-style-type: none">• Continue to work with MNL on site maintenance until the projects are fully established and accepted by the City of Prior Lake.• Install interpretive signs for projects.

Planning

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
District Plan Update <i>Project Lead: Diane</i>	<ul style="list-style-type: none">• Public meeting held on November 21	<ul style="list-style-type: none">• Schedule final TAC meeting• Meet with the Board to review final draft
Feasibility Reports <i>Project Lead: Maggie</i>	<ul style="list-style-type: none">• Contacted landowners and completed initial survey work for Spring Lake west subwatershed.	<ul style="list-style-type: none">• EOR will complete the two feasibility studies as part of the WBF grant.

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">• Website articles posted: WRMP public meeting; AIS Watercraft Inspection Results in Scott County;• Prior Lake Am: article on WRMP Public Meeting• Facebook & Twitter- notice of WRMP Public Meeting; summary of WRMP Public Meeting	<ul style="list-style-type: none">• Continue writing posts and updates about projects• Will tweet and/or update Facebook about projects & news.• Write article for next SCENE edition.
Citizen Advisory Committee <i>Project Lead: Diane & Kathryn</i>	<ul style="list-style-type: none">• Sent out notice for December 12 meeting	<ul style="list-style-type: none">• Plan for 2020 activities• Volunteers will commit to subcommittees
MS4 Education Program <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none">• No new updates	<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.• Long Term Monitoring Plan• FLUX calculations• Removed monitoring equipment• Rating curves• Planning for 2020	<ul style="list-style-type: none">• Data management.• QA/QC data.• Enter data into the water quality database• Finalize/Approve Long-Term Monitoring Plan for WRMP
Aquatic Vegetation Management and Surveys (Class 626 and 637) <i>Project Lead: Jaime</i>	<ul style="list-style-type: none">•	<ul style="list-style-type: none">• Get reports from Blue Water Science• Create maps

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

Regulation

PROGRAM	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
<i>BMPs & Easements</i> <i>Project Lead: Maggie & Kathryn</i>	<ul style="list-style-type: none">• Worked with landowners to resolve existing violation issues on their properties prior to the annual inspections.• Completed follow-up after easement inspections and post-inspection correspondence.	<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.• Complete baseline documentation for each conservation easement property.• Send post-inspection letters for completed inspections.
<i>Permitting</i> <i>Project Lead: Maggie & Jeff</i>	<ul style="list-style-type: none">• Completed erosion & sediment control inspections for permits in active construction. Followed-up with permittees on problem areas.• Continued to work with SMHentges and Scott County at the 21/13 site on erosion and sediment control concerns.• Spoke with Dwayne Stenlund from MnDOT to resolve concerns on TH-13 project before wrapping up for winter.	<ul style="list-style-type: none">• Continue to inspect, follow-up on and close remaining open permits.
<i>Rules Revisions</i> <i>Project Lead: Diane</i>	<ul style="list-style-type: none">• Board discussed County concerns at the November workshop	<ul style="list-style-type: none">• Set up a meeting with partners to discuss their concerns

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">• Weekly channel inspections• Cleared obstructions in culverts• Cleared vegetation at outlet structure• 	<ul style="list-style-type: none">• Weekly channel inspections.• Close low-flow gate when lake gets to 902.0 or by Dec 31, whichever is first.
Channel Bank Erosion (FEMA) <i>Project Lead: Diane</i>	<ul style="list-style-type: none">• Soil and Erosion control BMPs started	<ul style="list-style-type: none">• Complete BMPs• Manage invoices
JPA/MOA & TAC Meetings & Admin <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none">• No new activities	<ul style="list-style-type: none">• Schedule a meeting first quarter of 2020
Invasive Species Removal <i>Project Lead: Jaime</i>	<ul style="list-style-type: none">• 	<ul style="list-style-type: none">• Annual Report
MS4 Permit <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none">• No activity	<ul style="list-style-type: none">• No activity
PLOC Easements <i>Project Lead: Diane</i>	<ul style="list-style-type: none">• No activity	<ul style="list-style-type: none">• No activity expected

PRIOR LAKE - SPRING LAKE
WATERSHED DISTRICT

Resolution 19-337

FINAL

Certifying the 2020

Administrative and Metropolitan Water Management Tax Levy

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 watershed management plan under Minnesota Statutes Section 103B.231;

WHEREAS Minnesota Statute Section 103D.905, subdivision 3, authorizes the PLSLWD to levy an *ad valorem* tax on real property within the PLSLWD for the administrative expenses of the District not to exceed \$250,000.00;

WHEREAS Minnesota Statutes Section 103B.241, subdivision 1, authorizes the PLSLWD to levy an *ad valorem* tax on real property within the PLSLWD sufficient to pay the increased costs to the PLSLWD to prepare and implement its watershed management plan;

THEREFORE, BE IT RESOLVED that in accordance with Minnesota Statutes Section 103D.915, the Board hereby approves and certifies to the Scott County Auditor an *ad valorem* levy in the total amount of \$1,794,632 to be levied on all taxable property within the PLSLWD, composed of the following:

- \$ 225,739 for the General Fund under authority of Minnesota Statutes Section 103D.905, subdivision 3;
- \$ 1,568,893 to implement the watershed management plan under Minnesota Statutes Section 103B.241, consisting of:
 - \$ 1,391,718 for the general projects and programs of the PLSLWD; and
 - \$ 177,175 for the Debt Service Fund for repayment of bonds issued by the PLSLWD under authority of Minnesota Statutes Section 103D.335, subdivision 1.

The question was on the adoption of the Resolution and there were ___ yeas and ___ nays as follows:

Yea Nay Absent

MYSER
CORRIGAN
HENNES
HOWLEY
LONEY

Upon vote, the chair declared the resolution adopted.

Bruce Loney, Secretary

Dated: _____, 2019

Res. 19-337
December 2019



District Consultants Recommended for 2020/2021

Accountant: Messerli and Schadow

Auditor: TBD

Attorney: TBD

Engineer: TBD

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

MEMORANDUM

TO: PLSLWD BOARD OF MANAGERS
FROM: MAGGIE KARSCHNIA, WATER RESOURCES PROJECT MANAGER
SUBJECT: PERMIT FEE SCHEDULE
DATE: DECEMBER 3, 2019

First approved in a resolution in 2005, the permit fee schedule provides the District with funding for its review and enforcement of permitted projects within its jurisdiction. The fee schedule lives outside of the District Rules as an independent document so that it can be updated more frequently, as needed. The Board last reviewed and approved the fee schedule at its January 2019 meeting as Resolution 19-330, and it is intended to be reviewed on an annual basis.

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, and not from the agencies themselves.*

CURRENT PERMIT FEE SCHEDULE

The following table presents the Permit Fee Deposit & Permit Security amounts adopted by the Board of Managers in January of 2019. Fees are cumulative based on each applicable category.

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) Make no motion and allow the existing Permit Fee Schedule to remain as in place in 2020.
- 2) Move to make changes to the existing Permit Fee Schedule, stating what those changes are. These changes will then be brought to the January 2020 meeting in a formal resolution for Board approval.
- 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.

PRIOR LAKE – SPRING LAKE

WATERSHED DISTRICT

WORKSHOP MEETING MINUTES

Tuesday, November 12, 2019

Prior Lake City Hall

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

Staff Present: Diane Lynch, District Administrator; Jaime Rockney, District Specialist and Maggie Karschnia, Project Manager (WRMP)

Others Present: Jim Fitzsimmons, SWCD Board of Supervisors; Marianne Breitbach, CAC; Glenn Kelley, Spring Lake Township; Annette Thompson, City of Prior Lake; Dave Beer, Scott County; Carl Almer, EOR (District Engineer)

The meeting was called to order by President Mike Myser at 4:30 p.m. The meeting continued after the Board Meeting.

Review of Consultant Proposals

The Board reviewed proposals for District consultants and determined which ones they wanted to interview. The interviews will be set up by staff as soon as possible.

Comments from Agencies re. District Rules

Carl reviewed the Rule Update two-year process and the comments received by agencies. The Board would like to meet with partners prior to making a final decision on the rules. Staff will send out a Doodle Poll to set that meeting up.

2020 Budget Check-in

Diane indicated that the carp barrier estimate at the Ferric Chloride Plant will be reviewed in early 2020. The Monitoring Program budget will not include replacement of the ferric tank nor the purchase of WISKI software.

Additional

Diane reviewed the draft District Administrator's Performance Evaluation Form developed by the Personnel Committee. She will make changes and then send it out to the Board. Starting in January of 2020, the District Administrator will be reviewed on an annual basis. Diane reviewed benefits and salary comparisons with other Districts with the Board. Diane will provide the Board with more specific information on staff compensation and benefits. Diane reviewed questions to help frame a staffing plan. She will put a staffing plan together using those questions.

PRIOR LAKE - SPRING LAKE

WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, November 12, 2019

Prior Lake City Hall

6:00 PM

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

Members Absent: Bruce Loney

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

Others Present: John Teilborg, Prior Lake Association
Derek Lee, Waterfront Restoration
Ben Brandt, Waterfront Restoration
Tom Suerth, Waterfront Restoration

- **CALL TO ORDER/PLEDGE OF ALLEGIANCE:** Meeting called to order by President Myser at 6:00 PM.
- **2.0 PUBLIC COMMENT:** None
- **3.0 APPROVAL OF AGENDA:**
Manager Corrigan moved to approve the agenda after removing items 4.4 (Adoption of Revised Rules) and 6.3 (Calling of 2012A Bond). Second by Manager Hennes. All ayes. Motion passed 4-0.

OTHER OLD/NEW BUSINESS

- **4.1 PROGRAMS & PROJECT UPDATES**
Staff gave updates on current and ongoing District projects and activities. Focusing on Water Quality, Upper Subwatershed Storage and AIS.
- **4.2 PRIOR LAKE ASSOCIATION DONATION**
President Myser thanked John Tielborg and the Prior Lake Association for their \$1000 donation to the Watershed District.
- **4.3 WATERFRONT RESTORATIONS BOAT INSPECTIONS ON SPRING LAKE REPORT**
Representatives from Waterfront Restorations reviewed the Watercraft Inspection Report from this past boating season.

- **4.4 ADOPTION OF REVISED RULES**

Removed from agenda.

- **4.5 MAWD RESOLUTIONS**

Discussion of the Watershed District's position on the proposed MAWD Resolutions. The Board supports the Committee recommendation of all 13 Resolutions except for #3 where the Board takes no position. Manager Corrigan moved to approve this decision. Second by Manager Howley. All ayes. Motion passed 4-0.

- **4.6 MAWD DELEGATES**

Manager Myser nominated Manager Corrigan and Manager Howley as the official MAWD Annual Meeting Delegates. Second by Manager Hennes. All ayes. Motion passed 4-0.

- **4.7 MAWD PROPOSED STRATEGIC PLAN**

Manager Hennes moved to support the Plan. Second by Manager Myser. All ayes. Motion passed 4-0.

- **4.8 CONSERVATION EASEMENTS UPDATES**

Kathryn Keller-Miller gave an overview and reviewed the easement activities for 2019.

- **5.0 APPROVAL OF CONSENT AGENDA**

Manager Hennes moved to remove the Claims List to add an additional vendor payment. Second by Manager Corrigan. All ayes. Motion passed 4-0.

Manager Hennes moved to approve the Consent Agenda as amended with removal of Item 5.4. Second by Manager Howley. All ayes. Motion passed 4-0. No action taken on item 5.4, Ferric Chloride Carp Barrier Contract approval, which will be rebid as recommended by Staff.

- **6.0 TREASURER REPORT/FINANCIAL REPORT**

Manager Howley gave updates on current financial reporting.

- **7.0 MANAGER PRESENTATIONS ON WATERSHED RELATED ITEMS**

Managers gave updates on liaison meetings and other related items. Discussion only, no vote taken.

- **8.0 UPCOMING MEETINGS/EVENTS**

- WRMP Public Meeting, November 21, 6:30, Prior Lake City Hall

ADJOURNMENT

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

Charlie Howley, Treasurer (sitting in for Secretary Loney's absence)

12/10/2019

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**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 12/4/2019

Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
Buckingham Company	206505	Spring Lake Fish Kill	678.12
EOR	00758-0019	Sutton Lake Outlet Modification	1,780.56
EOR	00758-0123	Lower Prior Subshed 6 & 36 Retrofit Feasibility	1,127.98
EOR	00758-0124	Spring Lake West Subshed BMP Feasibility	1,269.00
EOR	00758-0018	General Engineering	462.08
EOR	00758-0019	PIPP Redwing Ave Ditch	3,885.75
EOR	00758-0018	District Plan Update	8,828.83
EOR	00758-0019	Rule Revisions	1,026.00
Hach Company	11406152	Monitoring Equip	124.56
Metropolitan Council	1103601	Lab Analysis	1,192.00
PAC USA	9464	Plaque - Stave Pany	63.35
Scott County	119090280	Property Taxes	60.86
SW News Media	100426	Legal Notices	222.85
SWCD	2019-085	Quarter 3	14,591.45
Xcel Energy	66130248	November Statement	14.53
Subtotal			35,327.92
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
Barr Engineering	23701065-00-10	PLOC Stabilization	10,616.24
EOR	00758-0039	PLOC Engineering Assistance	760.00
HG & K		November Accounting	250.00
Subtotal			11,626.24
3. Payroll, Office and Overhead			
ADP Manager Per Diems		Already Paid	856.82
ADP Staff Payroll		Already Paid	20,687.40
ADP Taxes & Benefits		Already Paid	12,583.83
Connexus Credit Union		Health Savings Account	205.38
H SA Bank		Health Savings Account	115.38
HG & K		November Accounting	2,023.75
Metro Sales	1478958	Color Copy Adjustment	1,421.55
Metro Sales	1478394	Copy Machine Contract	110.60
NCPERS		Life Insurance	80.00
Optum Bank	95-10029734	HSA	45.00
Smith Partners	41019	General Admin & Legal	270.27
VISA		November Charges	3,465.12
Subtotal			41,865.10
4. Debt repayment and Interest			
Northland Trust Services		Principal	
Northland Trust Services		Interest	
Northland Trust Services		Agent Fee	
Subtotal			0.00

TOTAL **88,819.26**

X _____

X _____

PRIOR LAKE – SPRING LAKE

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

7.0 Manager Presentations

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