



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

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AGENDA

Tuesday, January 14, 2020

6:00 PM

Prior Lake City Hall

www.plslwd.org

ANNUAL MEETING

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)

- 4:00-5:00 p.m. WRMP Review
- 5:00-5:15 p.m. Sutton Lake Update
- 5:15-5:30 p.m. Spring Lake Ridge Comments
- 5:30-5:40 p.m. Board Liaison Appointments
- 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)

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
 - Water Quality: FLUX Diagram
- 4.2 HAB Update (John Holz) (Discussion Only)
- 4.3 Water Resources Management Plan 60-day Review Approval (Vote)
- 4.4 Board Officer and Liaison Appointments (Vote)

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 – December 10 Board Meeting and Workshop. December 18 and December 27 Special Board Meetings (conference calls)
- 5.2 Claims List
- 5.3 Resolution 20-339 Administrative Resolution for Bond Repayment
- 5.4 Schedule of 2020 Regular Board Meetings

	5.5	Schedule of 2020 CAC Meetings
	5.6	Approval of 2020 CAC Members
	5.7	Selecting the 2020 Official Newspaper
	5.8	Selecting the 2020 District Depository Bank
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'S LAKE FRIENDLY FARMERS RECOGNITION JANUARY 29 12:00 NOON, PRIOR LAKE VFW • CAC JANUARY 30 6:30 PRIOR LAKE CITY HALL • FLC'S GROWING HEALTHY SOILS FEBRUARY 26 9 A.M.-3:00 P.M., RIDGES AT SAND CREEK



JANUARY 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Storage & Infiltration Projects <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Revised the easements 	<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"> Continued to track radio-tagged carp across the lakes. WSB staff lined up potential commercial fishermen for winter seines as conditions are safe and opportunities arise. First in Minnesota to receive a Class C permit through the DNR to work with a commercial fisherman (Jeff Reidemann) from outside of the assigned area on seines, as needed. Continued to coordinate with WSB engineer and contractors on the Northwood carp barrier. Worked with WSB to troubleshoot FeCl barrier project, developing a cost-effective game plan for 2020. Purchased seine net for use in Upper Prior Lake. Purchased box trap and block nets to aid in carp removals. 	<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. 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.
Public Infrastructure Partnership Projects <i>Project Lead: Maggie & Diane</i>	<ul style="list-style-type: none"> No new activity. 	<ul style="list-style-type: none"> Present the Red Wing Ave project engineering plan to the Board and Sand Creek Township. Inspect Fairlawn Shores project this spring to ensure sufficient vegetation establishment.
Ferric Chloride System Operations <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> DMR Report Annual Report 	<ul style="list-style-type: none"> New walkway/fish barrier Driveway options for ferric delivery tank Replace Ferric Tank DMR Report Finish Annual Report

JANUARY 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Farmer-Led Council <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> Coordinated with Scott SWCD, the FLC and Scott County partners to release information for the upcoming Growing Healthy Soils Event on February 26th, and secured speaker and event venue. Held FLC Meeting on December 4th. Met with Scott SWCD to coordinate the upcoming 2020 Lake-Friendly Farm Certification Event on January 29th. Completed review of upcoming farms for Lake-Friendly Farm certification in January. 	<ul style="list-style-type: none"> Explore farmer mentorship program with FLC. Coordinate County-wide event to promote conservation practices to be held on February 26th. Organize Lake-Friendly Farm Certification event on January 29th. Conduct FLC Meeting on March 19th.
Cost Share Incentives <i>Project Lead: Kathryn, Diane</i>	<ul style="list-style-type: none"> No new activity. 	<ul style="list-style-type: none"> Process applications as received.
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. Completed grant report. 	<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"> Completed grant report. 	<ul style="list-style-type: none"> MN Native Landscapes will conduct restoration maintenance/establishment work.
CR 12/17 Wetland Restoration <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> No new activity. 	<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. 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"> No new activity. 	<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.
District Plan Update <i>Project Lead: Diane</i>	<ul style="list-style-type: none"> Last TAC meeting held on 12/18 	<ul style="list-style-type: none"> Final review of the Draft for the 60-day review

JANUARY 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Feasibility Reports <i>Project Lead: Maggie</i>	<ul style="list-style-type: none"> EOR 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.
Website and Media <i>Project Lead: Kathryn</i>	<ul style="list-style-type: none"> Website articles posted: Admin Lynch Wins Award; Prior Lake Am: none Facebook & Twitter- normal posting Wrote two articles for next SCENE edition: Admin Lynch wins Award; WRMP Draft Comment Period Open Wavelength (Prior Lake utility bill insert): Salt smart 	<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 to current members requesting they reapply if they would like to remain on the committee. Next meeting: January 30 	<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.
Monitoring Program <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Data management – Hydrographs QA/QC ALL database entries Continue database maintenance/entry. FLUX Memo Rating curves Finished Long Term Monitoring Plan Planning for 2020 season Analyzed trends and grades for Lake Report Cards Updated website with current lake data 	<ul style="list-style-type: none"> Data management. QA/QC data. Enter data into the water quality database Lake Report Cards
Aquatic Vegetation Management and Surveys <i>(Class 626 and 637)</i> <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> Get reports from Blue Water Science Steve McComas to present 2019 vegetation survey results at March board meeting
BMPs & Easements <i>Project Lead: Maggie & Kathryn</i>	<ul style="list-style-type: none"> Continued to work with landowners to resolve existing violation issues on their properties. 	<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.

JANUARY 2020 PROGRAMS AND PROJECTS UPDATE

PROGRAM OR PROJECT	LAST MONTH'S STAFF ACTIVITIES	NEXT STEPS
Permitting <i>Project Lead: Maggie & Jeff</i>	<ul style="list-style-type: none"> Followed-up with permittees on winter procedure and expectations. EOR reviewed development projects received from the City of Prior during the last month, including providing comments on the Spring Lake Ridge Plat. 	<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"> Set up meetings with the Board and partners 	<ul style="list-style-type: none"> Participate in meetings
Outlet Channel O&M <i>Project Lead: Jaime</i>	<ul style="list-style-type: none"> Weekly channel inspections Cleared obstructions in culverts Cleared vegetation at outlet structure Inspected Bank Erosion projects for 2020 Closed Low-Flow Gate 	<ul style="list-style-type: none"> Weekly channel inspections.
Outlet 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
Outlet Channel Admin <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none"> No new activities 	<ul style="list-style-type: none"> Schedule meetings for 2020 Begin Annual Report - due Feb 20
Outlet Channel MS4 Permit <i>Project Lead: Diane & Jaime</i>	<ul style="list-style-type: none"> No activity 	<ul style="list-style-type: none"> No activity



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

MEMORANDUM

TO: PLSLWD BOARD OF MANAGERS
FROM: JAIME ROCKNEY
SUBJECT: 2018 MONITORING RESULTS – UNDERSTANDING FLUX SOFTWARE
DATE: JANUARY 11, 2019

Summary

Water quality and flow monitoring data are collected at several stream and lake monitoring sites in the Prior Lake-Spring Lake Watershed District. Data were collected using a collaboration of partners, including the Prior Lake-Spring Lake Watershed District, Three Rivers Park District, Scott Soil and Water Conservation District, and volunteers through the Metropolitan Council's Citizen-Assisted Monitoring Program. The purpose of this memo is to combine and summarize phosphorus and sediment data collected in our lakes and streams in the monitoring year of 2018 using both FLUX software and average annual concentrations. FLUX software is a model that calculates total loading rates. The information and figures provided in this memo could be used by board members and staff to help prioritize subwatersheds for future funding and conservation practices.

Monitoring Sites

Monitoring sites are located in key spots throughout the District and are numbered in Figure 1. Most of the District monitoring sites target inlets to lakes, outlets of lakes, or are part of special studies.

Monitoring Data

Annual loads and average concentrations are two important ways to analyze data. Loads are defined as the total amount of a "pollutant" that passes a monitoring location in a given year, often reported as "pounds per year." Average concentrations explain how "concentrated" that pollutant is in a waterbody, often reported as "milligrams per liter" or "micrograms per liter." A stream can be highly concentrated with a pollutant, but if there is a small amount of water flow in the stream, its impact may be very minimal to the downstream ecosystem. In contrast, a large stream can be very clean and have very low concentrations of a pollutant, but because of the high volume, its impact may be greater.

than the highly concentrated stream with low water volume little water. For this reason, it is important to consider both methods when analyzing the health of a stream or lake and its impact to downstream waterbodies.

Concentrations are simply determined by taking a given volume of water and determining how much of that pollutant is present in that volume of water. To calculate loads, we used the FLUX modeling software, which uses both concentration *and* flow data.

Although more parameters were analyzed in 2018, this memo will provide results for total phosphorus (TP), dissolved phosphorus (DP), and total suspended solids (TSS) loads. These are commonly analyzed parameters for determining the health of a waterbody and the impact it might have on downstream waterbodies.

TP is the combination of particulate and dissolved phosphorus. DP is the form that is readily available for algae growth, but the particulate form is capable of converting into dissolved phosphorus under certain conditions (especially low oxygen).

TSS can cause negative impacts to aquatic life, including clogging fish gills and impairing habitat for macroinvertebrates. Sediment can also carry nutrients or chemicals downstream that are adsorbed to the sediment particles which may contribute to algae growth. In addition, too much sediment can block sunlight from reaching the streambed or lake bottom, which deters plant growth.

2018 Monitoring Results Summary

FLUX Loading Results:

- Site CD2 is contributing the largest load for all three parameters. CD2 is located at the ferric chloride treatment weir along Ditch 13, before treatment is administered at the Desiltation pond (Site CD3).
- Site CD2 has the highest DP load (1,822 lbs/year), however, Site 19 contributes the largest impact directly to Spring Lake (824 lbs/year). Because of the Ferric Chloride Treatment Facility, DP is reduced to 705 lbs/year before entering Spring Lake.

Average Concentration Results:

- Site 19's TP concentration is more than three times higher than any other monitoring site and the DP concentration is more than two times higher than any other site.
- Oddly, Site 40 had the *highest* TSS concentrations and the *lowest* DP concentrations. Site 40 is located at the outlet of the Spring Lake Wetland (aka 12/17 wetland).

What We Are Doing

- CD2 TSS: Evidence points to an infestation of carp in the wetland directly upstream of the monitoring site, which could be stirring up the sediment in the bottom of the wetland causing TSS loads and concentrations to rise. PLSLWD is working with WSB to remove carp from this wetland.
- CD2 DP: Thankfully, the ferric chloride treatment did an excellent job reducing the total load of dissolved phosphorus from 1,822 lbs/yr at CD2 to 705 lbs/yr at CD3, before it entered Spring Lake.
- Site 19 is in the Spring West Subwatershed which flows past the Scott County Highway Department before emptying into the west side of Spring Lake. Because of the high concentrations, the PLSLWD is currently creating a feasibility report to determine how to reduce the phosphorus loads from Site 19 before reaching Spring Lake. Once the feasibility study is complete, the District will use that study (with approval of the board) to apply for grants to implement the best management practice to reduce these high concentrations and loads.

- Site 40: We believe carp were stirring up the sediment in that wetland, but the iron-enhanced sand filters have done their job to reduce dissolved phosphorus to Spring Lake. The wetland has since frozen out which should have killed most, if not all, of the carp in the wetland. There are barriers to prevent carp from re-entering the wetland in the future. We believe the TSS will be lower in the future because of these two factors.

Recommendations

- 1) Board members and staff can use this memo and the figures in the following pages to help prioritize efforts, projects, and funds.
- 2) Continuing and/or expand monitoring efforts to track trends and pinpoint hotspots.
- 3) Continue operating Ferric Chloride Treatment Facility.
- 4) Continue efforts to remove carp from the wetland upstream of the Ferric Chloride Treatment Facility.

Graphs and Figures

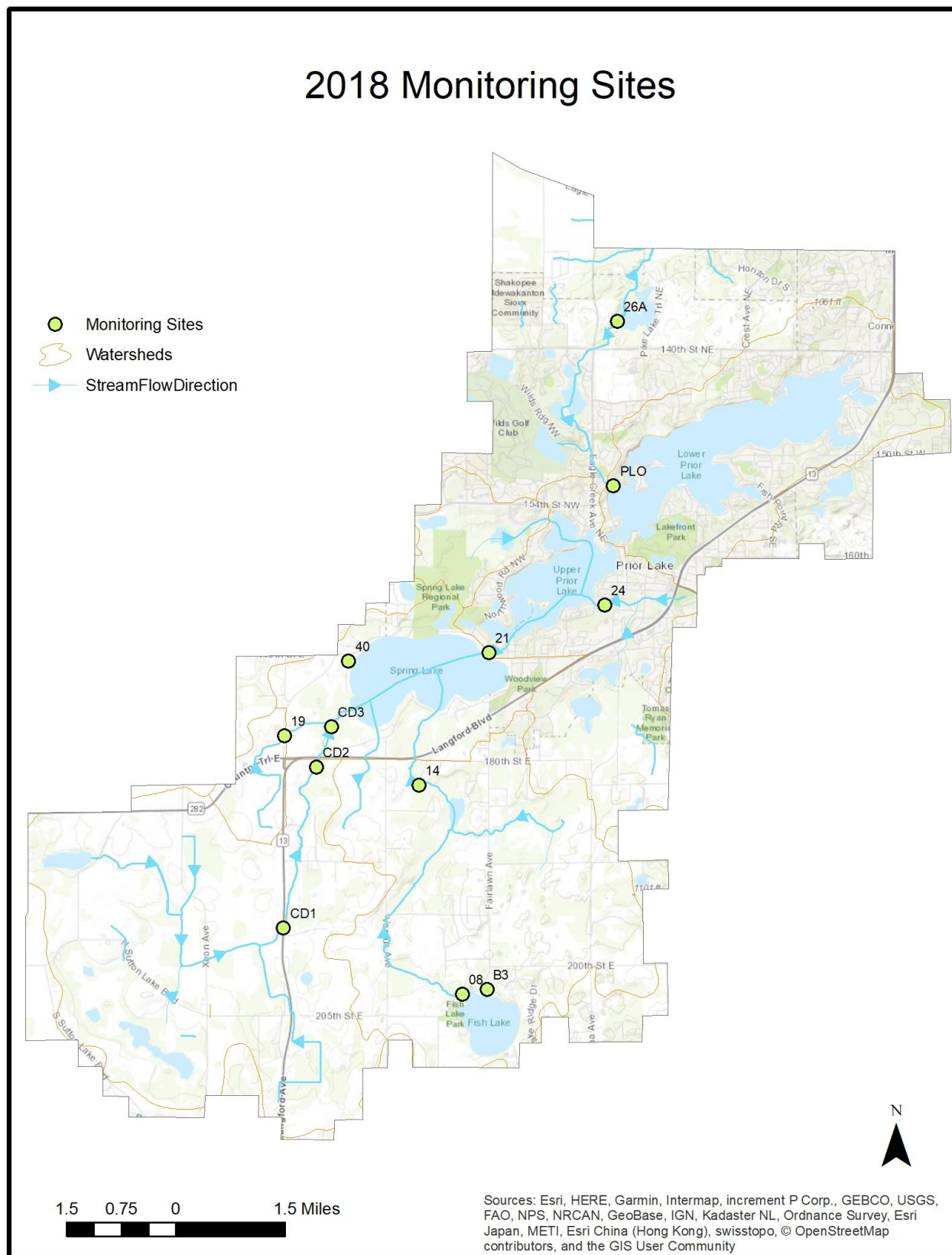


Figure 1

4646 Dakota Avenue SE, Prior Lake, MN 55372
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Load Analysis of 2018 Monitoring Stations for Total Phosphorus (TP), Dissolved Phosphorus (DP), and Total Suspended Solids (TSS)

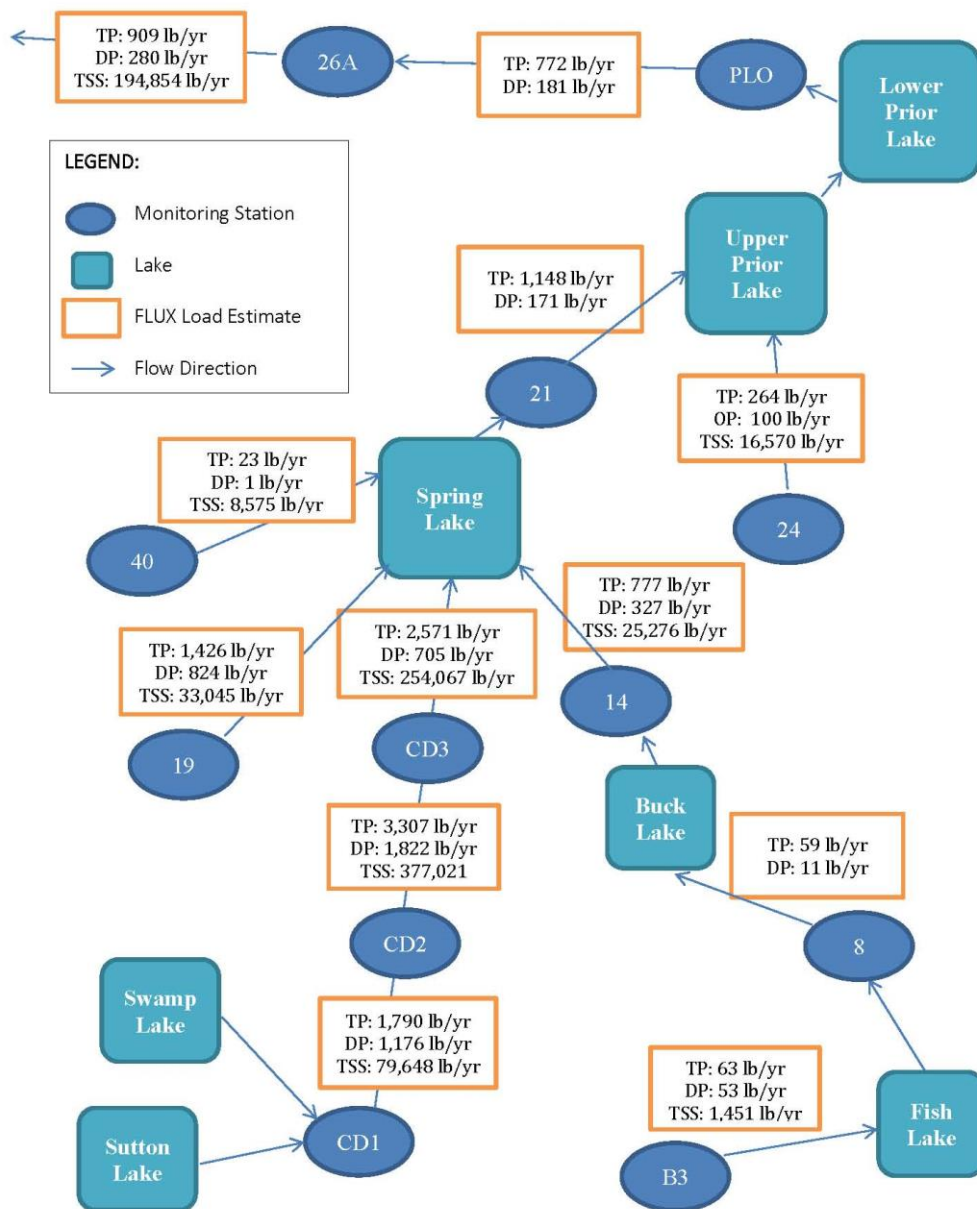


Figure 2

2018 Total Volume of Water Acre-Feet per Year

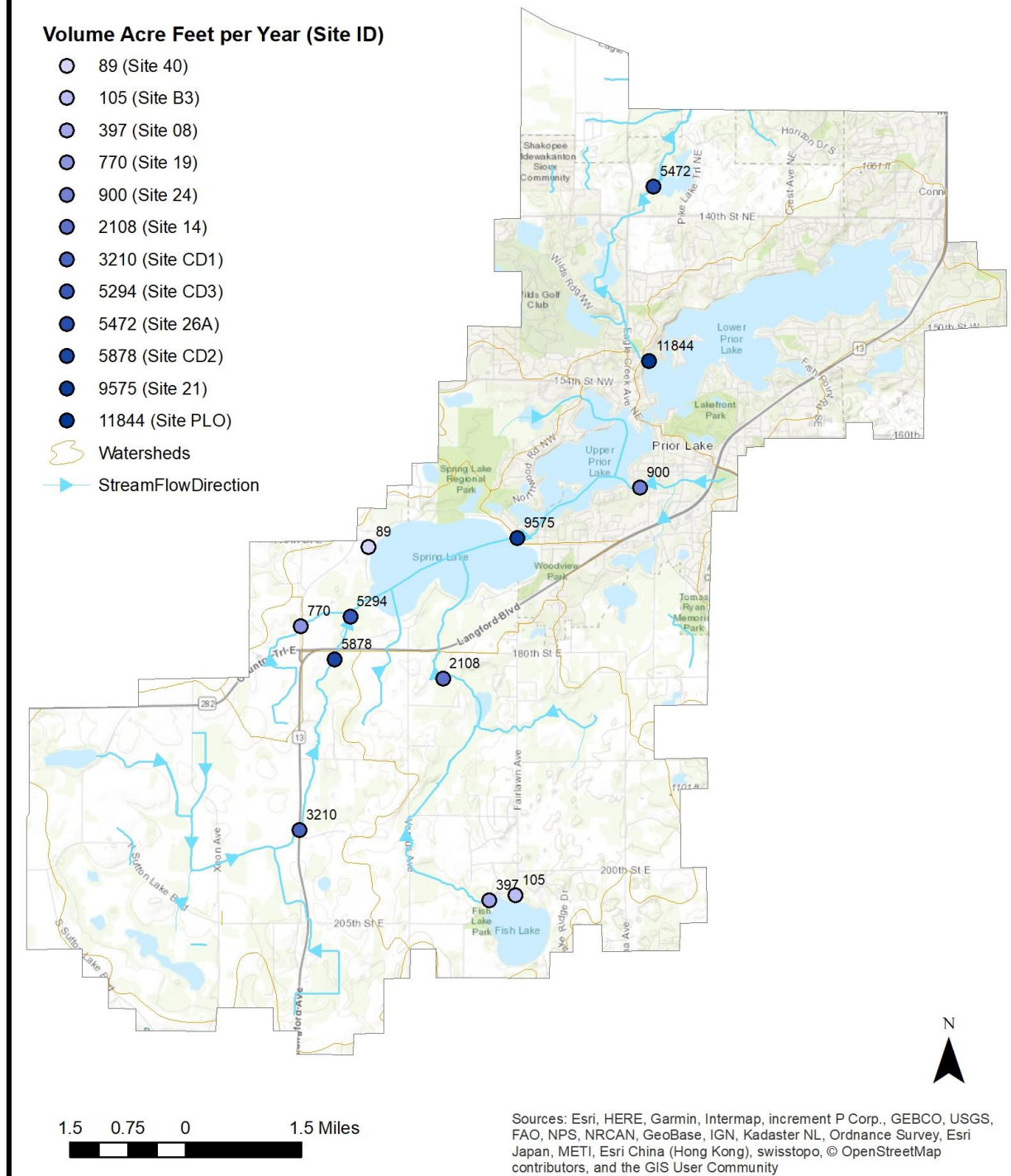


Figure 3

2018 Total Phosphorus Concentration Micrograms per Liter

TP ug/l (Site ID)

- 24 (Site PLO)
 - 47 (Site 21)
 - 55 (Site 08)
 - 61 (Site 26A)
 - 96 (Site 40)
 - 108 (Site 24)
 - 136 (Site 14)
 - 196 (Site CD3)
 - 205 (Site CD1)
 - 207 (Site CD2)
 - 213 (Site B3)
 - 678 (Site 19)
- Stream Flow Direction
- Watersheds

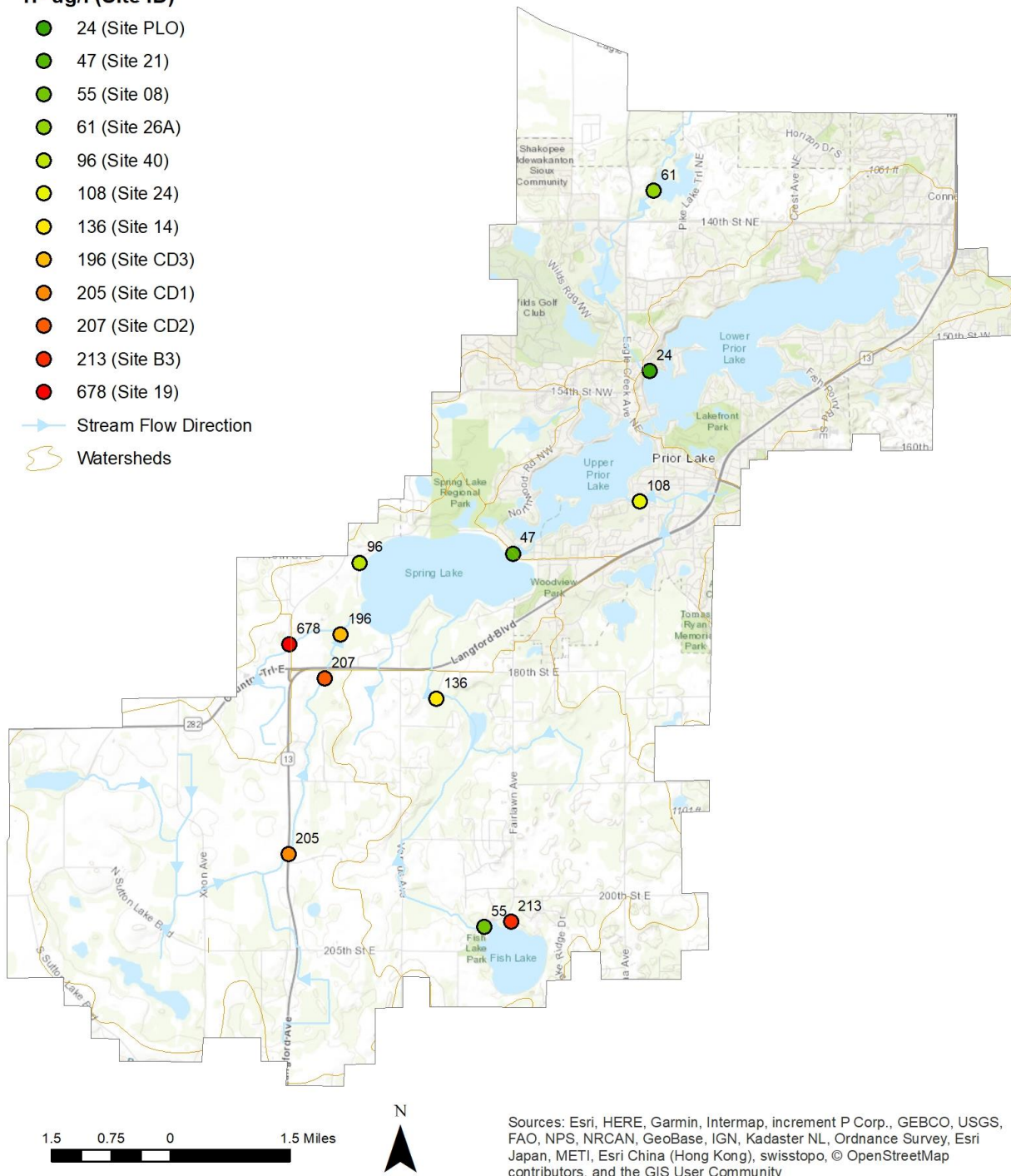


Figure 4

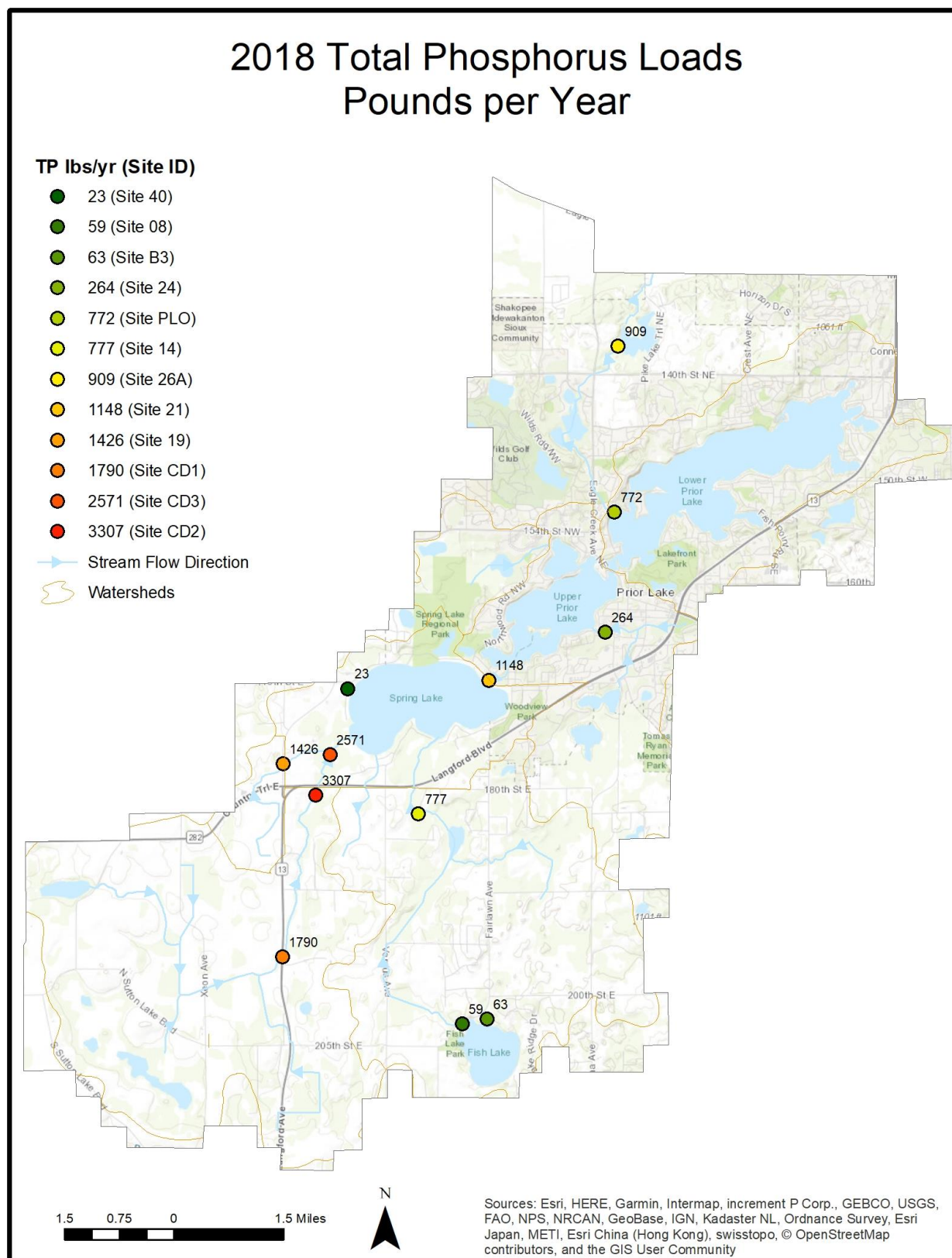


Figure 5

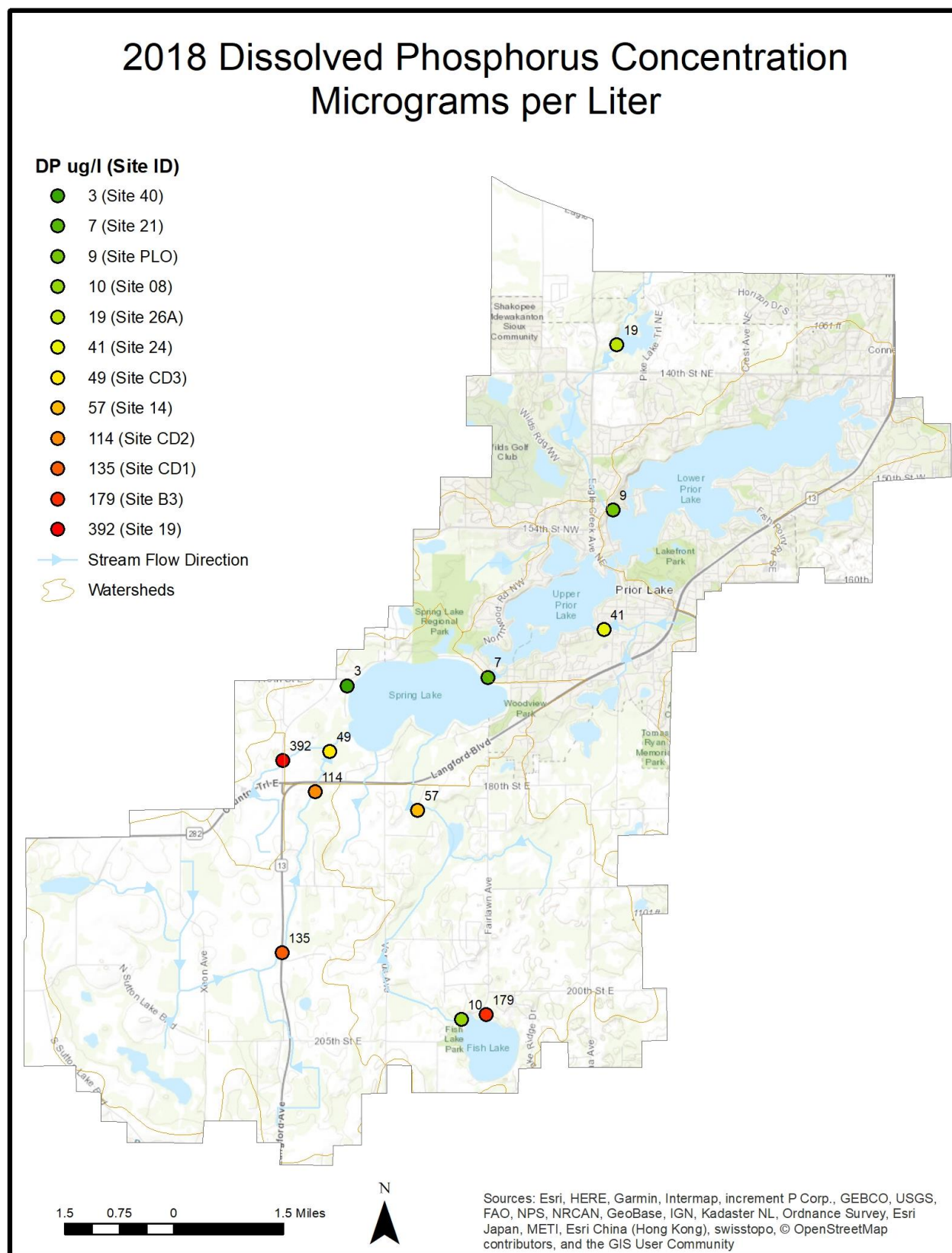


Figure 6

2018 Dissolved Phosphorus Loads Pounds per Year

DP lbs/yr (Site ID)

- 1 (Site 40)
- 11 (Site 08)
- 53 (Site B3)
- 100 (Site 24)
- 171 (Site 21)
- 181 (Site PLO)
- 280 (Site 26A)
- 327 (Site 14)
- 705 (Site CD3)
- 824 (Site 19)
- 1176 (Site CD1)
- 1882 (Site CD2)

— Stream Flow Direction

— Watersheds

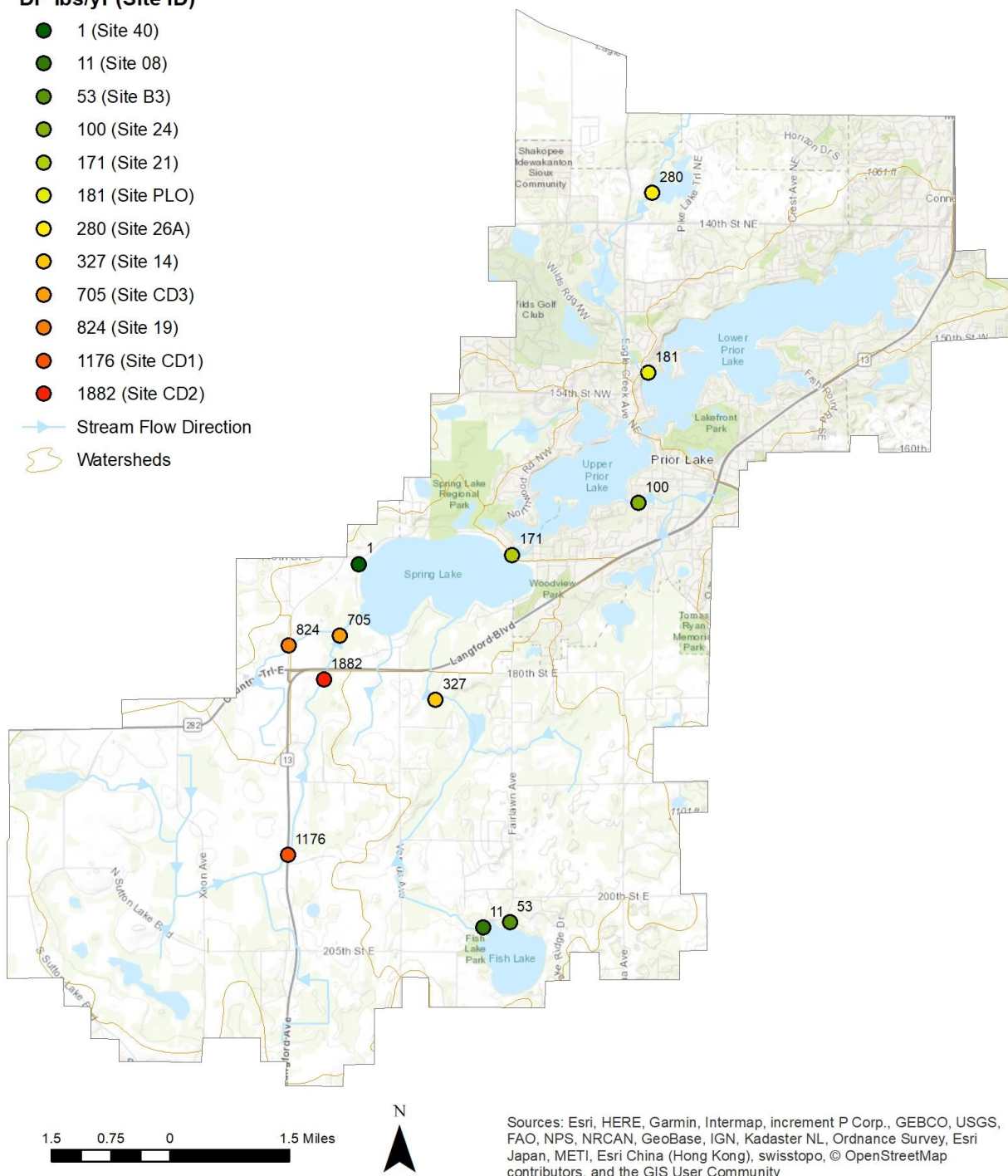


Figure 7

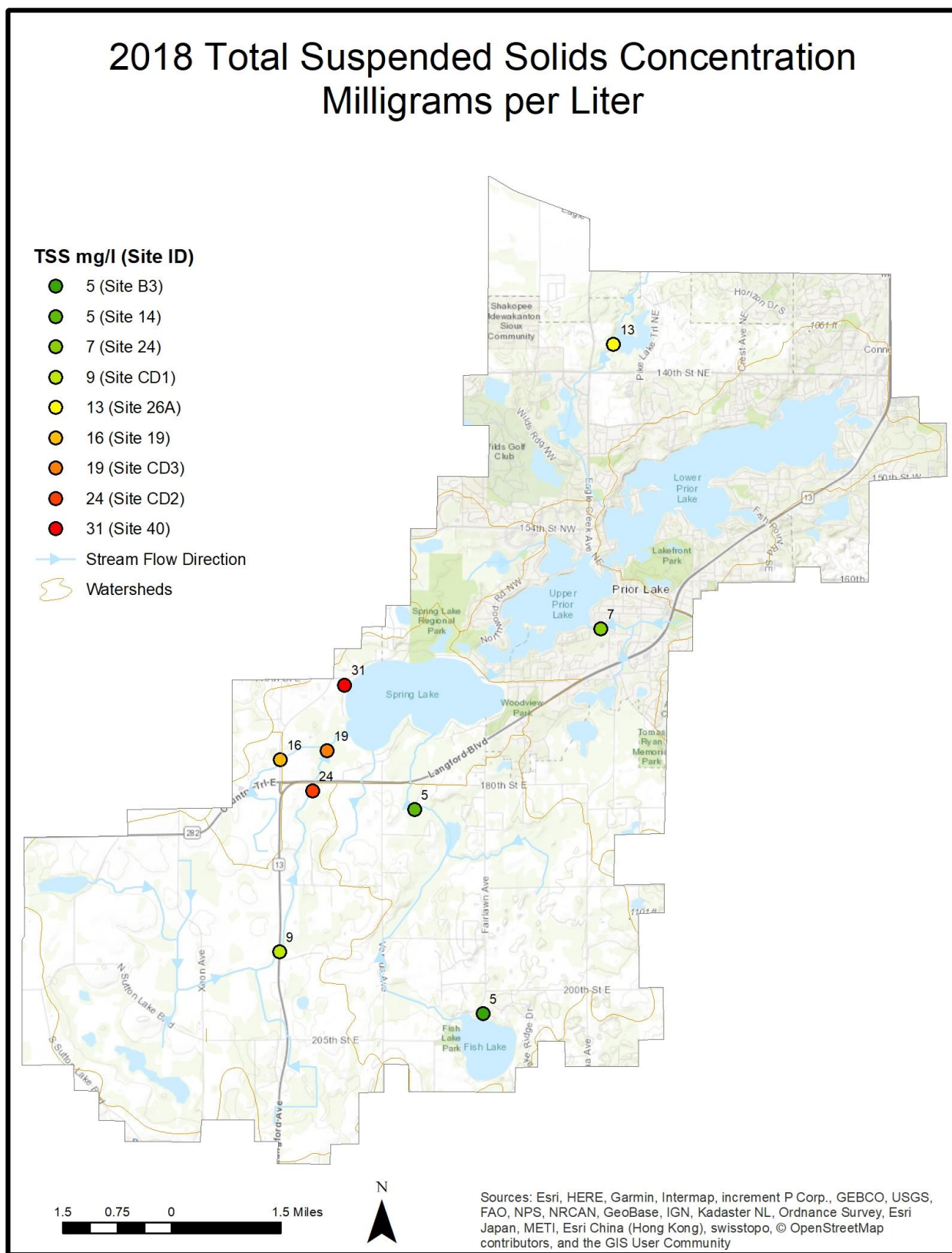


Figure 8

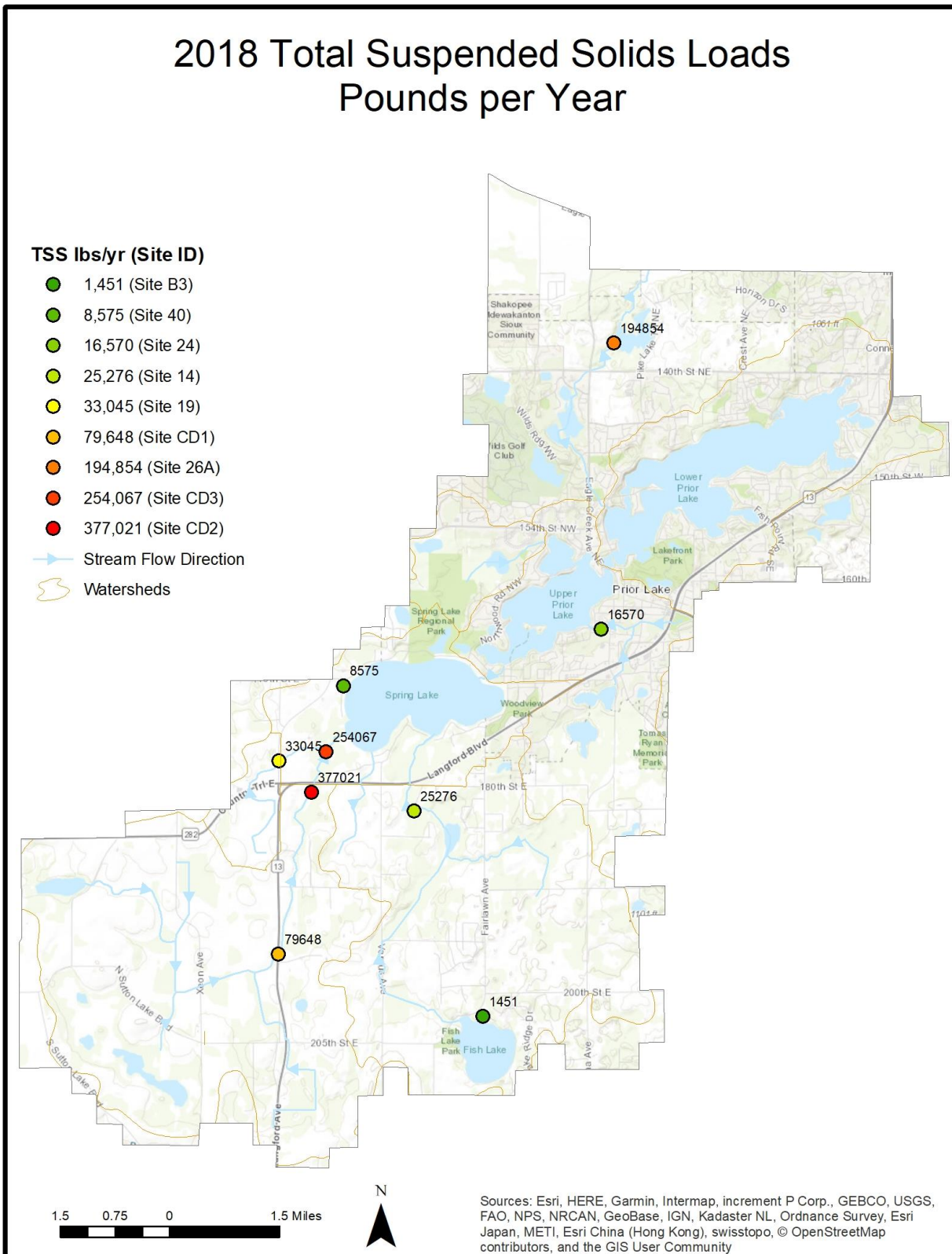


Figure 9



4.2 HAB Aquatic Solutions Update

John Holz, HAB, will provide a brief presentation and then take questions from the managers regarding alum treatments.



4.3 Water Resources Plan 60-day Review Approval

The Board of Managers will review an updated draft of the entire PLSLWD Water Resources Management Plan and consider approval to start the 60-day review period. Per Minnesota Statutes 103B.231, Subd. 7, once the draft is approved, the District will send out the Plan for a 60-day review beginning to Scott County, the Metropolitan Council, the state review agencies, the Board of Soil and Water Resources, Scott SWCD, towns and statutory cities within the District. A public hearing will be scheduled once responses have been made to agencies who submitted comments



4.4

a. Board Officers

The following members will be considered for Board officer positions:

President	Mike Myser
Vice-President	Curt Hennes
Secretary	Bruce Loney
Treasurer	Charlie Howley

b. Board Liaisons

See the attached sheet.

PLSLWD LIAISON APPOINTMENTS 2020 (Draft 1/9/20)

MEETING	WHEN	WHO
City of Prior Lake	Council Meetings Second & Fourth Monday, 7:00 PM Council Chambers. Work Sessions before.	Mike Myser
City of Prior Lake Citizen Engagement Committee	CEG Third Thursday, 4:30 PM Prior Lake City Hall	Mike Myser
City of Savage	Council Meetings First & Third Monday, 7:00 PM Council Chambers	Vacant Diane Lynch, as needed
Lower Minnesota Watershed District	Board of Managers Meeting Third Wednesday, 7:00 PM Carver County Govt. Center	Vacant
SCALE – General Membership	Second Friday, 7:30 AM	Diane Lynch Mike Myser
City of Shakopee	Council Meetings First & Third Tuesdays, 7:00 PM	Bruce Loney
SCALE – Service Delivery Committee	Second Monday 10:30 AM	Diane Lynch, as needed
Scott SWCD	Supervisor Board Meeting Third Tuesday, 9:00 AM	Curt Hennes
Scott WMO Planning Commission	Commission Meeting Fourth Monday, 4:00 PM	Vacant
Spring Lake Township	Board Meeting Second Thursday, 7:00 PM	Curt Hennes
SMSC	As needed	Mike Myser
CAC	Last Thursday, 6:30 PM, City Hall	Bruce Loney Diane Lynch/KKM
Sand Creek Township	First Thursday, 7:00 PM Jordan City Hall	Curt Hennes
PLOC	Varies/ Prior Lake City Hall	Board President
Metro MAWD	3 rd Tuesday, 7:00 PM St. Paul. Jan, April, July and October. CRWD office.	Manager or Staff
Road Construction Advisory Committee?	Varies	Manager or Staff
Farmer-led Council	Varies	Mike Myser
Scott County	Commissioners Board Meeting First and Third Tuesdays at 9:00 a.m. Scott County Govt. Center	Mike Myser
Inter-Governmental Work Group (if invited) (Commissioners Beard and Beer; County Admin and Deputy County Admin. Others?)		Mike Myser



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

WORKSHOP MEETING MINUTES

Tuesday, December 10, 2019

Prior Lake City Hall

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

Members Absent: Bruce Loney

Staff Present: Diane Lynch, District Administrator and Maggie Karschnia, Project Manager

Others Present: Annette Thompson, City of Prior Lake; Dave Beer and Tom Wolf, Scott County and Carl Almer, EOR (District Engineer)

The meeting was called to order by President Mike Myser at 4:00 p.m.

Board Officer Discussion

Manager Corrigan indicated he did not want to be Vice President in 2020. Manager Hennes indicated he wanted to be considered for that position.

PIPP Update

Maggie updated the managers regarding PIPP. She said that the County did not have the matching funds to move forward on the Ditch 13 project. She indicated the District would prefer to get grant funds for it, if possible. Manager Howley suggested that the project be expanded to include BMPs for roads.

Budget Forecast for 2019 and Final Review of the 2020 Budget

District Accountant Chris Schadow reviewed the 2019 and 2020 budgets. Manager Myser indicated that the dashboard will help develop a pattern re. the budget. Managers asked Diane to see if it is possible to buy alum with 2019 pricing prior to needing it, in order to save on costs due to expected price increases.

Sutton Lake Storage Project

Carl indicated that EOR staff have developed an active management alternative that may provide more storage at the Sutton Lake site: 2 sewer balls; 2 lines; generator and air compressor would be used to cutoff flow. This would allow the ability to store water for 2 weeks or longer. Managers asked Carl to report on the costs of staff versus hiring contractors to put those items in place. He will report on it at the January workshop.

WRMP Review

Carl reviewed major changes in the draft Plan.

The meeting adjourned at 5:45 p.m.



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

REGULAR MEETING MINUTES

Tuesday, December 10, 2019

Prior Lake City Hall

6:00 PM

Members Present: Fred Corrigan, Curt Hennes, Charlie Howley, Mike Myser & 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: Kim Silvernagel, Citizens Advisory Committee
Melissa King, BWSR
Brian Kallio, Wenck

- **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 Hennes moved to approve the agenda. Second by Manager Corrigan. All ayes. Motion passed 5-0.

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 FINAL APPROVAL OF THE 2020 LEVY**
Manager Hennes moved to approve Resolution 19-337, Approving the 2020 Levy. Second by Manager Corrigan. All ayes. Motion passed 5-0.
- **4.3 SELECTION OF 2020-21 DISTRICT CONSULTANTS (LEGAL, ACCOUNTING, AUDIT & ENGINEERING)**
Manager Corrigan moved to approve the following District Consultants for years 2020-21. Second by Manager Hennes. All ayes. Motion passed 5-0.

Legal – Smith Partners

Accounting – HG & K
 Audit – Abdo, Eick & Meyers
 Engineering - EOR

- **4.4 PERMIT FEE SUMMARY AND 2020 SCHEDULE**

Maggie Karschnia reviewed program. Discussion only. No vote taken.

- **5.0 APPROVAL OF CONSENT AGENDA**

Manager Corrigan moved to approve the consent agenda. Second by Manager Hennes. Manager Loney abstained, as he was not in attendance for the November 12, 2019 meeting. All ayes. Motion passed 4-0.

- **6.0 TREASURER REPORT/FINANCIAL REPORT**

Manager Howley gave updates on current financial reporting.

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

- Manager Hennes recognized Kim Silvernagel, a member of the Citizens Advisory Committee, for a great job on providing the CAC meeting minutes each month.
- Manager Howley gave an update of the MAWD annual conference.
 - MAWD wants to have a 2-page article about the District to put in their booklet.
 - MPCA has a good article on the use of chlorides and it is on their website.
- Manager Corrigan gave his update of the MAWD annual conference.
 - The RPBCWD and Hennepin County have been working on a reduction of salt workshop for commercial buildings.
 - Resolution #5 on TEP membership to allow participation for watershed districts was changed to not require but allow watershed districts to participate.
 - Stated there were approximately 400 people attended the conference.
 - The turnover of MAWD officers has happened and is bringing new life and thought to the organization.

- **8.0 UPCOMING MEETINGS/EVENTS**

- CAC Meeting, Thursday, December 12, 2019, 6:30 – 8:00 PM, City Hall

ADJOURNMENT

Manager Hennes moved to adjourn meeting. Second by Manager Howley. All ayes. Motion passed 4-0. Meeting adjourned at 6:54 PM.

Bruce Loney, District Secretary



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

SPECIAL MEETING MINUTES

Tuesday, December 18, 2019

Conference Call

4:00 P.M.

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

Staff & Consultants Present: Diane Lynch, District Administrator

The meeting was called to order at 4:05 p.m. by Vice President Fred Corrigan. The agenda was amended to include the following additional topics: CAC Reappointments; Upper Watershed Plan RPF Planning and Staff Time Report. The amended agenda was moved by Manager Loney and seconded by Manager Myser. The motion was approved.

1. Invoices

Approval Requested

- Jedlicki Invoice Progress Payment Number 1 (Non-FEMA): **\$27,593.00**
- Jedlicki Invoice Progress Payment Number 3 (FEMA): **\$275,732.75**
- AES Spring Lake Shoreline Annual Maintenance: **\$706.00**
- Three Rivers Park District Annual Monitoring: **\$15,471.00**

Manager Hennes moved approval of the invoices and the motion was seconded by Manager Howley. The motion was approved.

Bond Repayment

Discussion

Managers directed Diane Lynch to follow Chris Schadow's recommendation to see if there are any legal issues for the Board to repay the 2012A Bond. If not, Ms. Lynch will draft a resolution as instructed by Northland Financial and the Board will review and vote on the resolution on an official Board conference call prior to the January Board meeting.

District/WMO Merger Update

Update

Ms. Lynch indicated that she is meeting with Brad Davis, Scott County Planning and Vanessa Strong, Scott WMO on Friday, December 20 to continue the discussion of a possible merger. Manager Myser added that the managers will be involved in a larger discussion with Scott County commissioners in the

future. Ms. Lynch will send an e-mail to the managers detailing the conversation after her meeting with Mr. Davis and Ms. Strong regarding next steps.

HAB 2019 Pricing and Multiple Bids

Discussion

Ms. Lynch indicated that John Holz, HAB, said that it is possible to prepay the supplier for materials before the alum price increases. HAB would like to know the lbs. of alum desired within the next month. Ms. Lynch will inquire on the possible “shelf life” of the materials, where they could be stored, rate/lb. currently and anticipated (to calculate savings). Ms. Lynch will also check with Garrett Jedlicki who provided a bid in 2018, to see if he has done other alum treatments. In addition, Ms. Lynch will check with District Water Resources Specialist Jaime Rockney and others to determine why the transparency did not improve on Spring Lake after the second treatment.

CAC Member Reappointment

Discussion

Under MS 103D.331, the managers have the authority to annually appoint a CAC. Managers directed Ms. Lynch to contact CAC members to advise them that the Board will ask all CAC members to reapply and will open up the membership to the public, via an advertisement in the Prior Lake American. Once the applications have been received, the Board will formally approve a committee list.

Upper Watershed Plan RFP

Discussion

Managers asked Ms. Lynch to prepare a draft RFP and list of consultants from the District’s pool to be asked to bid. The District Engineer will be asked to oversee the bidding process and provide support to the Board as the Planning Process is implemented.

Staff Time Report

Discussion

Managers reviewed the Report. Ms. Lynch will add a column that indicates the % of time individual staff spend on project areas.

Meeting Adjourned

Manager Hennes moved and Manager Loney seconded a motion to adjourn. The motion was approved. The meeting adjourned at 5:35 p.m.



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

SPECIAL MEETING MINUTES

Friday December 27, 2019

Conference Call

8:00 AM

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

Staff & Consultants Present: Diane Lynch, District Administrator

The meeting was called to order at 8:00 a.m. by President Mike Myser. The purpose of the meeting was to vote on the bond call Resolution 2019-338.

Manager Hennes moved and Manager Howley seconded a motion approve Resolution 2019-338. The motioned passed 5-0.

Manager Howley moved to adjourn the meeting. Manager Hennes seconded the motion. The motion passed 5-0.

The meeting adjourned at 815 a.m.

1/14/2020
Prior Lake Spring Lake Watershed District
Claims list for Invoice Payments due for the prior month

Managers will consider approving this claims list - Staff payroll and Manager per diems have already been paid via ADP.

After the managers vote, two Managers will sign checks within three days of the meeting for approve claims.

Then, staff will US mail checks (written on the Klein Bank) to the claims list parties.

Staff will request that all vendors provide information on their invoices to fit into the categories below

UPDATED 1/9/2020

Vendor	Invoice	Description	Amount
1. Watershed District Projects (excluding staff payroll)			
Applied Ecological Service	54172	Spring Lake Parcel - Buckthorn	706.00
Blue Water Science		Aquatic Plant Surveys / 2019	16,400.00
Duluth Nets	51127	Carp Mgmt - Block Net	6,790.00
Duluth Nets	51119	Carp Mgmt - Box Trap	6,857.00
EOR	00758-0019	Sutton Lake Outlet Modification	1,524.25
EOR	00758-0123	Lower Prior Subshed 6 & 36 Retrofit Feasibility	1,459.75
EOR	00758-0124	Spring Lake West Subshed BMP Feasibility	2,059.00
EOR	00758-0018	General Engineering	1,064.00
EOR	00758-0019	LGU Plan Review	38.00
EOR	00758-0019	District Monitoring Program	3,517.50
EOR	00758-0019	Permitting	1,184.08
EOR	00758-0019	PIPP Redwing Ave Ditch	294.25
EOR	00758-0018	District Plan Update	9,905.91
EOR	00758-0019	Rule Revisions	76.00
EOR	00758-0019	FeCl Site & Desilt Pond Monitoring	1,574.50
Great River Greening	3200	Raymond Park	2,000.00
MN Department of Natural Resources	6765KU	Boat Registration Renewal	34.60
Rex Campbell	1	Carp Mgmt - Seine Net for Upper Prior Lake	15,500.00
Smith Partners	41166	WRMP	675.72
Tech Sales Company	323868	Monitoring Equipment	9,745.00
Vacker Signs	1392	Interpretive Signs for Project Sites	1,873.00
WSB	003032-010-49	Carp Mgmt	23,872.00
WSB	003032-010-50	Carp Mgmt	33,272.45
Xcel Energy	66130248	December Statement	14.36
Subtotal			140,437.37
2. Outlet Channel - JPA/MOA (excluding staff payroll)			
Barr	23701065.00 9	Channel Stabilization - FEMA	3,129.50
EOR	00758-0039	PLOC Engineering Assistance	2,776.25
EOR	00758-0126	2019 PLOC Monitoring Assistance	368.50
EOR	00758-0129	2019 PLOC Vegetation/Stabilization Inspection	2,634.25
HG & K		December Accounting	250.00
Jedlicki, Inc.	Payment 4	PLOC Stabilization	3,420.00
Smith Partners	41167	PLOC	112.50
Subtotal			12,691.00
3. Payroll, Office and Overhead			
ADP Manager Per Diems		Already Paid	1,777.09
ADP Staff Payroll		Already Paid	19,889.41
ADP Taxes & Benefits		Already Paid	11,822.94
Connexus Credit Union		Health Savings Account	205.38
Creative Graphics	92339	District Logo	150.00
H SA Bank		Health Savings Account	115.38
HG & K		December Accounting	3,055.00
Iceberg Web Design	31555	Annual Website Hosting	719.88
Metro Sales	1503536	Copy Machine Contract	110.60
NCPERS		Life Insurance	80.00
Northland Securities, Inc.	5929	Services for Resolution and Redemption	500.00
Paradigm Consulting	10470	Database Retainer	1,140.00
Paradigm Consulting	10471	Database	1,700.00
Smith Partners	41165	General Admin & Legal	363.31
VISA		December Charges	5,645.95
Subtotal			47,274.94
4. Debt repayment and Interest			
Northland Trust Services		Principal	350,000.00
Northland Trust Services		Interest	916.81
Northland Trust Services		Agent Fee	
Subtotal			350,916.81

TOTAL

551,320.12

X _____

X _____



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

January 14, 2020

Prior Lake Spring Lake Watershed District
Board of Managers
Prior Lake, MN

Board of Managers:

I am writing at the request of District Administrator Diane Lynch to request certain actions by the board of managers. These actions support the current financial and programmatic activities of the District. The actions are documented below as well as a brief explanation of why the request is being made.

BOARD RESOLUTION:

Action

The board approves a total transfer of \$155,000 from the 509 Implementation Fund to the Bond Debt Service Fund as explained below:

Pursuant to Resolution 2019-338, the District desires to redeem all outstanding bonds (General Obligation Crossover Refunding Bonds, Series 2012A, dated July 1, 2012) as of February 1, 2020. Per Governmental Accounting Policies, this redemption must be paid through the Bond Debt Service Fund. The transfer noted above is required to have adequate amounts in the Bond Debt Service Fund to fully retire the bonds in accordance with Resolution 2019-338.

The board of Managers understands there will be a small amount remaining in the Bond Debt Service Fund after collection the 2020 Real Estate taxes from Scott County. The Board of managers authorizes the transfer of any remaining balance back to the 509 Implementation Fund in December of 2020 and the closure of that Fund going forward.

Respectfully Submitted,

Chris Schadow
District Accountant



5.4 - 2020 Board Meeting Schedule

Second Tuesday of each month, starting at 6:00 PM in the Prior Lake City Hall Council Chambers, with exception of the September meeting.

January 14

February 11

March 10

April 14

May 12

June 9

July 14

August 11

*September 10 - **THURSDAY**

October 13

November 10

December 8



5.5 2020 Citizen Advisory Committee Meeting Schedule

Last Thursday of each month (unless a holiday or noted below*), 6:30 – 8:00 PM,
Parkview Conference Room, Prior Lake City Hall.

January 30

February 27

March 26

April 30

May 28

June 25

July 30

August 27

September 24

October 29

November – NO MEETING

*December 10



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

APPROVAL OF 2020 CAC MEMBERS

The following 2019 CAC Members Applied to Continue on the CAC in 2020:

Marianne Breitbach

Jerry Mealman

Christian Morkeberg

Jodi See

Kim Silvernagle

Woody Spitzmueller



PRIOR LAKE SPRING LAKE

WATERSHED DISTRICT

5.7 Selecting the 2020 Official Newspaper

The Board of Managers selects the Prior Lake American as its official District newspaper for 2020.



PRIOR LAKE SPRING LAKE WATERSHED DISTRICT

5.8 Selecting the District Depository Bank

The Board of Managers selects Old National Bank in Prior Lake as its official District Depository Bank for 2020.